

## **DEANS COUNCIL MINUTES**

**WEDNESDAY, FEBRUARY 2, 2011**

**1:00 p.m. – 3:00 p.m.**

**President's Conference Room**

Members Present: Bowers, DePoy, DiPillo, Furnish, M. Hripko, J. LeViseur (guest), Licata, Kasvinsky, Khawaja, Kobulnicky, J. Mosca, T. Porter (guest), Singler, Ward

### 1. Announcements

(DePoy) YSU's Rookery Radio will have a grand opening celebration at the Youngstown Business Incubator on Wednesday, 2-9-11, from 2 – 5 p.m.

As part of February's African-American history month, "Cities II: The Footprints of Man," a 3-dimensional creation by Hilton Murray, is an interesting exhibit in cardboard (paper-on-paper construction) that can be viewed in the window-front of Bliss Hall.

(Hripko) The 3<sup>rd</sup> Annual STEM College Awards Dinner will be held on Thursday, 2-17-11, at 6 p.m. in the DeBartolo Stadium Club. A total of 4 awards will be presented to an alumnus, an educator, an adjunct faculty member, and a community advocate for the College.

Delphi and YSU are partnering on a Third Frontier grant to work on an aluminum battery cable. YSU Professor Virgil Solomon is the predominant researcher for the project.

(Furnish) Today at noon there was an excellent presentation by Dr Galia Sabar, Chair of African Studies at Tel Aviv University. Dr. Sabar was the 1<sup>st</sup> winner of the Unsung Hero of Compassion Award from the Dalai Lama.

(Bowers) The Higher Learning Commission mentors were supposed to be at YSU tomorrow and Friday (2-3-11 and 2-4-11). Dr. Bege Bowers announced later during the meeting that the HLC had postponed the visit due to the bad weather; the visit by the mentors will be rescheduled.

### 2. General Education (T. Porter)

Dr. Tod Porter, Coordinator of General Education, came to Deans Council to share what he is presenting to the Academic Senate today. Dr. Porter thanked the Deans for inviting him to meet with all 6 Colleges over winter break about the policy for assessment of written communication. He is cautiously optimistic that the prospects are good for the proposal to be positively received by the Senate this time. He felt that concerns from individual colleges have been properly addressed to meet their specific needs.

Dr. Khawaja said that it is important to address this matter in the Senate today and to pass the initiative now, because the General Education Committee plans to submit a proposal to the

Senate in the spring calling for a revision of the general education domains. It is important that HLC's concerns about assessment of general education be addressed.

### 3. Spring Commencement (J. LeViseur)

Jackie LeViseur, Interim Director of Alumni and Events Management, came to Deans Council to discuss whether the Deans would like to combine spring undergraduate and graduate ceremonies. (The proposal was e-mailed to Council with the agenda earlier.)

After some discussion, the following was decided:

1) Separate ceremonies on May 21, 2011, for the undergraduate and graduate students, will remain in place. The undergraduate ceremony will be at 10:00 a.m. and the graduate ceremony at 2:30 p.m., both in Beeghly Center; 2) Diploma covers will be used for doctoral degrees and for the honorary degree instead of frames; 3) There will no longer be a reception for all colleges following the undergraduate ceremony—individual colleges may do their own reception; and 4) Deans will stress the importance of the mandatory commencement rehearsal to all faculty marshals.

### 4. Staff Report (M. Ward)

Marilyn Ward passed out current general fund budget status reports to the Deans for review. The enrollment incentive was taken off the report, because the Colleges do not have to cover it. Marilyn noted that for the Research Assistant line items in deficit, most are the departments' responsibility (primarily from the summer). Marilyn has had a couple of questions about lab and materials distribution for spring semester and has given a couple of loans. Marilyn needs the 14<sup>th</sup> day report before she can do the lab fee distribution. Tomorrow by noon is the drop-dead date for the lab fee changes, because we need to submit the changes to Jayne Caputo so that they can be entered before Early Registration.

The latest report on enrollment shows a good head count, but not as good as projected based on fall 2010. On the spring enrollment summary, the FTE is below the same ratio as last year.

### 5. ETS

Dr. Khawaja thinks that there is not proper clarity on awarding Extended Teaching Service (ETS). The language is not perfectly clear, and we haven't developed hard and fast procedures—they have evolved. Both as deans and as chairs, and including the Provost's Office, we have management responsibilities within our jurisdiction to support or not support whether someone who is retiring is fit to come back for ETS. Back in the early 1990's, ETS was a free for all. Even if an instructor was removed from teaching a class, he/she would be able to elect to teach after retirement.

If someone clearly is unacceptable for teaching duties, as managers we need to express that viewpoint. If you have something of record, you have a role in expressing whether you support or do not support the department recommendation. The fact that the department has voted on

their faculty's ETS does not mean that chairs and deans don't need to express their support or non-support. The deans and chairs are to do due diligence in exercising that right. As chairs and deans weigh in, there must be a record of proof for non-support, such as evaluations. The form for ETS approval currently passes up through the channels, but no memo is required from the chair and dean. The Provost's Office will work to formalize a change in this process, because we all have an important role in the process.

## 6. Old/New Business

Dr. Licata brought up Dr. John Sarkissian's e-mail that stated he is going to propose to the Academic Standards Committee that students who miss the 1<sup>st</sup> week of classes be administratively dropped. Dean Licata would also like to propose that a 2.0 GPA be the minimally acceptable GPA. Now students are able to be at a low of 1.8 in their 1<sup>st</sup> 31 semester hours. Dr. Licata thinks that this is wrong, including the fact that students can go from Warning to Probation to Suspension—it's like telling students it's ok to carry such a low GPA. Dr. Licata will bring the 1.8 GPA policy to Deans Council for review.

Dr. Singler said that this year every advisor received 1 copy and each Dean's Office received 2 copies of the Undergraduate Bulletin. If anyone can use another copy, let him know and he'll send it to them.

Significant numbers of students have been employed at YSU in the summer but not enrolled. We'll be hearing more about students employed in the summer who will have to be enrolled in courses. Dr. Kasvinsky said it may be possible that we would need a graduate and an undergraduate policy, because it is actually cheaper if graduate students don't register for classes and we pay the OPERS contribution. [*That comment pertains to Graduate Assistants and Teaching Assistants who get an additional appointment as Research Assistants for summer employment. Because we pay their summer tuition as a part of the GA allowance, it would actually save us tuition funds, if they simply worked as Research Assistants and didn't enroll, or took fewer courses.*] The Deans will be e-mailed 3 policies currently under review pertaining to student employment, and Dr. Khawaja asked them to quickly review the policies. If any policies have a red flag, please let him know immediately so that he can take action before the policy is finalized for the BOT review.

## 7. Adjourn

*Minutes submitted by Debbie Withrow*