

Deans Council Minutes
February 17, 2016
Leaders' Conference Room

Present: Abraham, Ball, Cossentino, Crist, Howell, Hripko, Kestner, Licata, Mosca, Sanders, Sturuss, Swegan, Ward

Graduate Assistantships

Dean Sanders distributed a spreadsheet listing the number of graduate and teaching assistantships funded by the general fund and by the YSU Foundation. Also displayed were new programs and the desired number of graduate assistantships for each program. Dean Sanders discussed changing the funding model for GAIs so that resources are used effectively to support academic efforts. GAI positions should not be viewed as part-time positions but as positions to encourage enrollment growth and help with academic need. Dean Sanders also expressed the desire to have position descriptions listed on the websites of the academic programs and the college of graduate studies. A discussion ensued. Questions about how new funding can be found and whether the colleges have to reallocate their existing graduate assistantships were addressed. It was stated that reallocating funds should be reviewed and may be an option in some cases. External funding of GAIs is also an option, and departments should let external agencies know the exact amount of funding needed. Lastly, Dean Sanders spoke of using Skype as a tool to interview international students to make sure their English language skills are up to par. A TOEFL score will also be required. A minimum score will be set so as to not require a large number of exception forms.

Office of Research

Associate Vice President Hripko distributed a document highlighting the activities of the Office of Research. He briefly covered the items in the documents. The Office of Research has completely updated its website. All forms have also been updated and have an expiration date to keep faculty up-to-date with compliance changes. The website includes a list of funding sources and search engines to help faculty find sources of funding. There are step-by-step instructions outlining the YSU pre-award process. Mr. Hripko announced he is confident YSU will be awarded at least \$8 million dollars in research funds this fiscal year, with a possibility to receive up to \$10 million. Faculty workshops describing the function of the Office of Research have been well attended. New workshops are scheduled in February and March. YSU is looking at inter-university collaboration. Cleveland State University receives \$70 million in research awards yearly. YSU aims to increase its growth 300 percent in five years. Mr. Hripko distributed a flyer about Quest and asked that the flyers be posted throughout the campus.

Faculty Credentials Guidelines Discussion

Associate Provost Ball reminded Council that the Higher Learning Commission wants affirmation of faculty credentials guidelines by shared governance, and YSU needs to complete this project during spring 2016 semester. He asked the deans to complete their college's revisions by Wednesday, February 24. A discussion followed. Ms. Ward stated Marie Cullen has been making progress with the part-time faculty credentials. Thirteen percent of this project is completed for current employees. Dr. Ball reported the HLC document must be approved by the Academic Senate. Dr. Crist stated the document could be reviewed and approved at a Senate Executive Committee meeting.

Chairpersons' Review

Provost Abraham shared with Council the recommendation of the Chairs' Development Committee (CDC) to restart a process by which department chairpersons are evaluated on a regular basis. The CDC has gravitated to the IDEA system, which was once used under Provost Khawaja. The evaluation would be administered in the third year of the chair's term. YSU is looking to administer approximately seven evaluations per year. A discussion followed. Questions as to what part of the evaluation is public record will be posed to the General Counsel's office.

Additional

Provost Abraham reminded Council that a call was sent recently asking for potential commencement speakers. Please make recommendations and forward them to Taci Turel, chair of the Academic Events Committee of the Academic Senate.

Minutes of the Meeting of January 20, 2016

Interim Dean Crist made a motion to approve the January 20, 2016, Deans Council minutes. Dean Mosca seconded the motion. A vote was taken, and the minutes were approved.

Roundtable

Interim Dean Kestner asked if term instructors are allowed to vote in the election for department chairpersons. It was stated that term faculty members who have been recommended for renewal by their dean can vote in chairperson elections.

Dean Mosca asked for clarification about the responsibility of the college Distinguished Professorship Award committees. The Provost asked that the committees rank the individuals in their colleges and provide a written recommendation for each candidate. He reminded Council the process has changed, and half of the award money is now added to the base of the faculty member's salary. Provost Abraham reminded the deans to forward to him the names of the three college committee members who garnered the most votes in each college.

Provost Abraham reminded the deans that every program should have submitted its program reviews for examination by the college program review committees. Incomplete plans or reorganizations should be reported to the provost.

Associate Provost Ball announced that Dr. Corey Andrews reported to him all full program reviews have been turned in, but 28 abbreviated reviews are still missing. Dr. Andrews also contacted each dean to name two faculty members to be appointed to the college completion committee. Dr. Andrews wanted "appointments" rather than "recommendations". Dr. Ball reminded the deans to give those names to Dr. Andrews by the end of the day (February 17, 2016).

Ms. Ward said she will be sending an email to alert the division to complete budget reallocations for FY 17. The same form can be used for new strategic requests. The form is available on the Budget planning website.

Interim Dean Crist reminded Council that Mad About the Arts will be held on Friday, February 19, at 6:30 p.m. in the McDonough Museum. Tickets are available through WYSU for \$65 per person.

Dr. Cossentino announced the Honors College Talent Show will be February 24, 2016. Tickets are \$8 for general admission and \$4 for students.

Associate Provost Ball stated the campus climate survey distributed this spring will be *The Chronicle of Higher Education's* Great Colleges to Work For survey. The survey will be open March 14 through April 8, 2016. The survey will be administered this spring and next spring, and it will be helpful in gathering data for the Higher Learning Commission Accreditation. Please share the information across campus. Faculty, staff, and part-time faculty are eligible to participate in the survey. A separate campus climate survey for students only, which includes Title IV, campus climate survey, and sexual violence, will be distributed later in the year. Please keep all informed of the separate surveys taking place.

Mr. Hripko stated he approved over \$20,000 in the Student USE fund, but \$17,000 has not been used. There may be students who applied for and were approved for funding but did not use it, or the funding may have been charged to the wrong accounts. Mr. Hripko will send a spreadsheet to the deans to help determine if students who applied for funds will still be using the travel monies. If not, he would like to distribute the funds to other deserving students.

Adjournment

With no further business to come before Council, the meeting was adjourned at 2:50 p.m.

Respectfully submitted by Jodi Clowes