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September 4, 2009

**To:** Randy Leite, Dean, College of Health and Human Services  
 Jack Brose, Dean, College of Osteopathic Medicine  
 Renee Middleton, Dean, College of Education  
 Chuck McWeeny, Dean, College of Fine Arts  
 Hugh Sherman, Dean, College of Business  
 David Descutner, Dean, University College  
 Dan Evans, Executive Dean, Regional Higher Education

**From:** Pam Benoit, Executive Vice President and Provost

**Re:** Second Phase of Academic Restructuring

Attached is the two-part restructuring template. Some important things to note:

- Proposed realignments listed in the table below are to fill out Part One by October 1, 2009. Programs not listed either do not need to complete this exercise because they will remain unchanged (e.g. School of Nursing, School of Physical Therapy) or in the case of Restaurant, Hotel and Tourism, Retail Merchandising, and Family and Consumer Sciences they will be given an alternative deadline after further discussion.
- After a review of Part One, I will communicate with you and the units involved about beginning work on Part Two.
- Faculty, chairs/directors and staff involved in the proposed moves both in the unit and in the receiving college need to work on the template. It is important for you to give clear guidance on how the discussions regarding the template should proceed.
  - Faculty, chairs/directors and staff must have the opportunity to consider the proposed move objectively. Do all that you can to make sure that the conversations are factual, constructive, and substantive, that all voices are heard, and that no single voice (including your own) ends up dominating the discussion.
  - At this point, we are focusing on evaluating the restructuring recommendations that currently exist. We are not entertaining additional options.

	<b>Restructuring</b>
HHS & COM Clinical Programs	Academic Health Center (Stage One)
Exercise Physiology	New school of Exercise and Athletic Training in College of Health Sciences & Professions
Athletic Training	New school of Exercise and Athletic Training in College of Health Sciences & Professions
Interior Architecture	College of Fine Arts
Sports Management/Sports Administration	College of Business
Early Childhood Education	College of Education
University College and Regional Campuses	Combine into a single college
Recreation Studies, Physical Education, and Coaching Education	College of Education
Nutrition and Dietetics	School of Public Health Sciences and Professions
Family Studies	College of Education

# Academic Restructuring Planning: Phase Two

The following forms should be filled out in conjunction with a committee of faculty, chairs/directors, and staff charged with establishing a restructuring plan. As work begins on Phase Two of the restructuring, it is worth revisiting the goals that were set forth in the original white paper. The restructuring is to:

- Support emerging areas of academic strength.
- Allow colleges and academic programs to develop more fully their potential and their institutional missions.
- Create new opportunities for interdisciplinary collaboration.
- Identify ways of more strategically allocating resources.
- Facilitate the creation or consolidation of academic programs needed to further the university's long-term academic aspirations.
- Offer new possibilities to enhance research and creative activities.
- Support the university's ability to enhance student performance.
- Resolve issues that have been longstanding barriers to operating as one university.
- Enable academic units to be more responsive and creative in meeting the needs of students and communities served by all of our campuses.
- Offer the potential to help the university meet external mandates, particularly those associated with the University System of Ohio.

Part One should be completed by October 1, 2009 and sent to [fidler@ohio.edu](mailto:fidler@ohio.edu). Executive Vice President and Provost Benoit will review Part One.

Once Part One has been approved by Provost Benoit, the committee should begin work on Part Two. Part Two should be completed and submitted to [fidler@ohio.edu](mailto:fidler@ohio.edu) by November 24, 2009. Provost Benoit will review Part Two and provide further guidance on next steps.

Questions and clarification about the form should be directed to Ann Fidler.

## PART ONE

**Due October 1, 2009**

Name of Program or Unit:

New College of Affiliation:

List membership of restructuring committee and the current affiliation of each member.

Please provide a brief update on committee's progress to date (attach documents if needed)

At this juncture, what **cost savings** and **revenue** do you anticipate being able to secure as a result of the restructuring? Specific information about projected cost savings and revenue should be provided.

At this juncture, what **resources** above and beyond those already tied to a unit or program might be needed to complete the restructuring?

# Academic Restructuring Planning: Phase Two

The following forms should be filled out in conjunction with the committee of faculty, chairs/directors, and staff charged with establishing a restructuring plan.

## PART TWO

Due November 24, 2009

In order for a program to move forward to the next stage, information must be provided on the following issues:

**Students** How will student issues (records, advising, admissions, graduation requirements, thesis/dissertation supervision, etc.) be handled?

*Please describe*

**Space** How will space issues (offices, classrooms, labs, etc.) be handled?

*Please describe*

**Naming** Is a unit name change advisable?

Proposed name:

Describe the reason for the name change.

**N.B.** Funds will need to be budgeted for new signage, stationary, etc. Name changes to programs, schools, and departments must be approved by UCC. The Board of Trustees must approve name changes to schools, departments, and colleges. Notification will need to be given to alumni, Registrar, Admissions, and Communications & Marketing. Accreditation issues may also come into play.

**Administrative Support** How will administrative support for faculty and students be handled? Will HHS staff transfer to the “receiving” college or will staff within the “receiving” college be used? If the latter, which staff and how will the additional load be accommodated?

*Please describe*

**Curriculum** Will the curriculum in the major be changed initially? Are there longer term plans to change the curriculum? If so in what way?

*Please describe*

**College Curriculum Requirements** Will the college-level curriculum requirements apply to the transferring academic programs? What implications do these requirements have on the program and students already in the program?

*Please describe*

**Course/Program Development** Are there college processes (committees/policies) that will now apply to the development of courses or changes to the program including any interdisciplinary linkages?

*Please describe*

**Teaching Assignments** How will the teaching assignments of faculty in the program work within the new college, including practices for overload assignments and releases?

*Please describe*

**Workload** How will faculty workload be handled? How will workload for transferring faculty fit within the workload policy of the new college?

*Please describe*

**Operating Budget Issues** What operating budget accounts are expected to move along with the transferring unit? How will those funds be treated within the operating budget of the “receiving” college?

*Please describe*

**Foundation Budget Issues** What foundation accounts are expected to move along with the transferring unit? How will those funds be treated within the operating budget of the “receiving” college?

*Please describe*

**Development** How will the development function (assignment of prospects, contact with alumni) be handled?

*Please describe*

**Technology** How will technology and information technology support for faculty and students in the transferring program be handled within the new college? What resources are expected to be transferred with the moving unit?

*Please describe*

**Promotion & Tenure** How will promotion and tenure be handled within the new college? How similar are existing policies and what adjustments might be made? Will a phasing-in approach be needed initially for hires made after the restructuring has been completed?

*Please describe*

**Performance Evaluation** How will annual merit reviews be addressed within the new college? How similar are existing policies and what adjustments might be made? What changes might occur with how the raise pool is treated for the transferring faculty compared to how it was previously treated?

*Please describe*

**Policies** Are there other college policies that will now apply to transferring faculty and students? What impact will these have?

*Please describe*

**Governance** How will unit governance and structure be changed (separate department vs. integrated, representation on college committees, etc.)?

*Please describe*

**Leadership** Will there be changes when it comes to the chair/director for the unit? If the current position is maintained, how will it be incorporated into the current college structure? If the position ceases to exist, within which department/school will faculty reside and what issues might exist for the existing chair/director as new faculty become part of her or his unit?

*Please describe*

**Accreditation** Are there accreditation issues related to the proposed change? If so, what are they and how will they be addressed?

*Please describe*

**Research** Are there issues with policies related to faculty research (start-up, R1 accounts, facilities, etc.) that will need to be addressed?

*Please describe*

**Auxiliaries** Are there any auxiliary units associated with the transfer? If so, how will they be handled in the new college?

*Please describe*

**Communication** What strategies would you use in communicating the rationale and benefits of the restructuring to external constituency groups? What groups need to be targeted?

*Please describe*

**Other** Are there any other issues or concerns related to the transition and how might they be addressed?

*Please describe*

**PLEASE LIST THE INDIVIDUALS WHO PARTICIPATED IN FILLING OUT PART TWO,  
INCLUDE THEIR TITLES AND AFFILIATIONS**