Regional Deans Meeting

December 10, 2013

Attendance: Paul Abraham, Carissa Anderson, Dan Evans, Jim Fonseca, Rosanna Howard, Jim Smith, Marty Tuck & Bill Willan.

Spotlight on Learning is scheduled for April 25th. This event is for Arts and Sciences and Regional Campus Faculty Event. Please send “save the date” notice to faculty.

Cambridge MOU draft is currently in review. Eastern will be paying for the sign. Jay Morris has been in contact with the Zanesville staff. Advertising and marketing is in process. Carissa Anderson shared Registrar update that separate sections codes may not be issued for Cambridge. The Registrar’s Office has submitted the OIT ticket for course offerings page. Rosanna Howard will follow up with the Registrar. Cambridge will have own domain website and it should be live this week.

The search committee for Southern Dean is holding phone interviews. The Zanesville Dean search is holding on campus interviews. Two Zanesville finalists have withdrawn so there are three candidates in the final pool.

Trimesters – no additional updates

The deans were asked to be sure to share general education reform update materials with Faculty. Discussion took place about sharing updates and summary information from the Faculty Senate and other sources as well.

Biology B.A. Update- Tuck and Abraham reviewed the proposal for UCC. The Deans discussed and recommended that the next steps be to submit the proposal to Eastern Curriculum Committee, RCCC, Executive Dean, Biological Sciences Department Chair and UCC Programs Committee. Willan will discuss with Biological Sciences Chair expanding the program to all regional campuses.

Howard provided an A&R update, of home school admissions procedures, course equivalencies, Registrar Updates (Cambridge, and verification letters) and Bursar Updates (spring tuition has assessed).

Deans discussed PSEOP and Dual Enrollment programs. Discussion took place on enrollment limitations for PSEOP. Willan will follow up with Craig Cornell regarding applications identifying centers as well as campuses.

Fonseca shared that the Zanesville faculty proposed offering a health minor. Discussion took place that the health minor may be attractive for BSAM majors. Abraham will follow up with Randy Leite.

ADC compensation in light of the 2014-15 teaching pay rates were discussed. John Day will be attending the Scheduling Summit on December 11th to present on the overload rates.

Deans discussed faculty teaching at other institutions. Willan will follow up with Provost’s Office. There is a notification clause in the faculty handbook.
Proposed summer rates and proration considerations for 2014 were reviewed by the Deans. Howard to run additional modeling of proration rates.

Noel Levitz – campus defined questions will be reviewed. Howard to distribute campus defined questions and samples from Noel Levitz.

Evening classes and resulting campus security and safety were discussed.

The Deans discussed information and questions for the Scheduling Summit.

Willan shared the online teaching policy for the College of Arts and Sciences. The Deans discussed the policy as it relates to possible relationships with the regional campuses. Willan is scheduled to meet with Bob Frank.

The Deans discussed graduate course offerings through the College of Education.

The Deans discussed chapters 4 and 5 of Bok and Evans posed provocative discussion questions from the book.

The Deans discussed the videos proposed by University Communications and Marketing and how they could be used in the variety of markets serving the campuses. The Deans asked Howard to follow up on WOUB options.

The Deans discussed OULN and the investment of replacement costs in light of the enrollments in the courses that are offered on the system. Willan is meeting with Scott Titsworth later in week. The presentation from OULN will be at the next Deans meeting.

Nick Wortman and Paul Sundberg, University Human Resources, presented on the HR Liaison Pilot Program. They are currently working with a few colleges: Arts and Sciences, Communications and Health Science and Professions, and were interested in gauging regional campus interest in the program.

The pilot program has received positively. The program would involve a needs assessment for the planning unit and stakeholder meetings to discuss the topics the HR Liaison can assist with such as employee recruitment, on boarding and FMLA. The needs assessment would assist with tailoring the program to fit the needs of the unit. If interested in the program, the HR Liaison for regional campuses could kick off during the March/April time frame. The Deans were receptive to the program and discussed timeliness and visibility on the campuses would be necessary for the program to be successful and regular follow up with the campus Deans would be needed.

The Deans discussed issues regarding adjunct hours.


Howard clarified that the Purchasing Policy does include all methods of payment including purchasing card and BobcatBUY. Discussion took place on printing resources meeting the demands of regional campuses.
Howard shared that a few committees currently are reviewing Purchasing policies and procedures including: Purchasing Policy, Pcard/Travel Policy and Preferred Travel Provider. There is regional representation all the committees.

The Deans discussed The Box demo and how it might be used for sharing documents.

The Deans discussed Environmental Technology opportunities and partnerships. Willan will schedule a meeting with Southern, Chillicothe, Lancaster and Eastern to discuss credit and noncredit program opportunities.

The Deans discussed program coordination and possibilities for BSAM.

Willan will follow up with Legal Affairs regarding mileage reimbursements in offer letters.

The Deans discussed rental space agreements for outside agencies.

The Deans discussed employee tuition and fee waivers and the wording on the form and the policy. The Deans may approve a general fee waiver, covered by the department budget, if the course is related to the employee’s current position.