Regional Higher Education Deans Meeting Notes
April 1, 2014

Attendees: Bill Willan, Jenifer Cushman, Marty Tuck, Jim Smith, Rosanna Howard, Ella Jones (on behalf of Dan Evans), Carissa Anderson and Paul Abraham (via conference call).

The Deans welcomed Cushman to her first regional Deans meeting.

The Deans discussed the faculty conference planning committee. Members include: Robb Moats (Chillicothe) and John Prather (Eastern). The faculty conference will be held at the Southern campus.

The Deans discussed the next Scheduling Summit scheduled for April 30th. The Deans and Associate Deans will attend. The Associate Deans will be charged with sharing information with program coordinators. Willan shared the next Academic Leadership meeting is scheduled for Friday.

The Deans discussed subsidy and changes to the formula and potential impacts on the campuses.

The Deans discussed the potential for the accelerated BSN program to evolve into a master’s program as well as the general education requirements for the accelerated BSN program. Students who have enrolled in the accelerated BSN have noted frustration with having to take general education courses beyond the NRSE major core. Completion degrees account for hours needed to complete these university general education requirements. Students enrolling in the accelerated BSN need to be advised that, once their prior baccalaureate has transferred, they will be responsible for completing any OHIO general education requirements not satisfied by their transfer work. Anderson shared information about Ohio Transfer Module and TAG (Transfer Assurance Guide).

Willan shared the committee has provided feedback on the Southern Dean search. Please be sure to provide feedback by the end of the day or early tomorrow morning to Willan who will be meeting with the Provost to discuss candidates tomorrow afternoon.

Willan shared participation in the spring semester Relocate Day included 150 participants which is a 50% increase from previous events. There was a strong presence of students from the Lancaster campus in Engineering. Anderson shared there has been discussion of students who signed up with less than a 2.0 GPA; however, in reviewing the students there were few in this situation. This can be discussed at A&R.

Tuck provided an update on academic program progress from the last UCC meeting as follows:
- BTAS changes were approved
- Additional options of SAM courses
- Addition of TAS 4900
- Students must have a C or better in core courses
- BA in Human Biology was approved.

The Deans discussed that more than one full time faculty should participate from each campus in order for a balance of academic instruction for the students. Tuck will share the breakdown mix of course scheduling that was submitted with the proposal with the Deans and Associate Deans. Smith voiced concern that the program should not be promoted by the campus if not able to deliver the upper level courses. Sufficient enrollments in upper level courses may need to be met through sharing.

Sport and Lifestyle Studies and the Associate Degree of Technical Studies have gone through the first reading. Smith attended the last UCC meeting to provide clarification for the Technical Studies program.
Discussion took place on communication of changes to advisors and program coordinators. Anderson will provide an update at A&R. Tuck will include Associate Deans in communication as he is the RHE UCC representative.

Willan shared there were faculty representatives who voiced an interest in rolling out academic programs to regional campuses at the recent Strategic Enrollment Management Steering Committee (SEMSC). The Deans discussed the importance that new program opportunities do not cause enrollment issues for other programs.

The Deans discussed revenue sharing/college splits and degree subsidy earnings.

Howard provided a presentation including updates from RC Strategy, Technical and sub committees. This year will include tighter deadlines for budget packet completion and year-end processing due to Oracle R12 update. Reappointment is scheduled to be available April 15th – June 10th. The year-end calendar is available on the finance website for the most accurate processing deadlines.

Howard provided the draft details for the Insurance Matrix/Guidelines including three levels of risk and the VoIP proposed telephone cost recovery model. The VoIP cost recover model approval is a three year phase in and costs will be included in the OIT indirect cost allocation by employee FTE rather than current model of total FTE (student and employee).

Howard shared the next A&R meeting is scheduled for April 11th. Anna Wenning will attend A&R to discuss the student insurance changes and discuss marketing of the program to regional campus students. Barbara Wharton will attend A&R to discuss reporting needs and provide training on the OBI IR dashboard.

Howard shared the transition to RefPay will be occurring soon and officials for fall athletics will be paid through RefPay. Procure to Pay Services is working on the manuals for campus administration as well as officials. The system will alleviate many manually performed functions that currently exist. The Deans discussed the importance of maintaining the ALE checking accounts to issue meal money. The Chillicothe campus is currently using the travel advance method and this is very cumbersome process. Discussion took place on the possibility of controlled value cards; however, teams likely stop where various venues could be chosen by the student athletes. Howard shared the Bursar has been charged with reducing the number of bank accounts at the University. Howard will follow up with the Bursar and share the additional concerns.

Howard provided an update from the COMP2014 project which is on track to meet the December 2014 implementation goal. Howard recently completed the job mapping review for RHE positions into job family, career track and level.

Willan and Howard met with John Day, Harry Wyatt and Shawna Bolin to discuss the campuses FY15 annual CIP (Capital Improvement Plan). Howard will be following up with documents to each campus.

Howard provided budget reports for February 2014 compared to June 2014 projections and prior year. Howard provided a summary view for each campus providing 2014 projections and 2015 RCM budget sheet model 3. There are still outstanding items such as health care costs, indirect cost allocations and regional degree subsidy earnings that have yet to be finalized. The final budget sheet is due to Budget Planning by April 30th. The regional deadline has yet to be determined. Communication will be sent once additional figures are available.

Willan and Howard provided an update from the Academic Budget Hearing that occurred last week. The next steps include reviewing requests for investment increases. The Provost encouraged collaboration and shared services amongst the campuses. Howard has compiled the staffing plans from each campus into one comprehensive plan which included a review of re-purposing and utilizing vacant positions. Overall RHE currently has submitted an increase in direct expense/investments of 9% including salaries, wages and benefits.
Howard shared the variance of 6% increase in supplies, services and capitalized costs needs to be reviewed to not exceed 4% increase. The overall increase in the request for faculty salaries investment is 11% and includes raise pool, Total Faculty Compensation plan; fulfilling staffing plan requests and faculty promotions and overload. The overall administrative salaries are projected at a 2% increase.

The Deans discussed the budget figures and projections for FY15 and the need support investments for growing campuses as well as review part-time budgets for cost savings due to filling positions.

Willan shared that he and Jim Fonseca will be meeting with the Faculty Development Committee on Friday. The Committee will be charged with developing a new release program. The current program will be phased out. It will be honored for AY 2014-15. The new program will be implemented AY 2015-16. Willan discussed the pros and cons of implementing a tiered system for evaluating scholarly activity. The Deans discussed the current criteria for release. The Deans wish to encourage significant research activity by creating a rewarding program. Willan will provide information regarding the scholarship release program to be disseminated with faculty.

Smith led a discussion on Zemsky (chapter 8) during lunch. The discussion included the importance of transforming lives and the student experience as well as personal growth. Cushman will be representing RHE for global learning activities and shared the possibility of RHE themes for student learning activities. The Deans discussed RHE coordination of various campus activities and events and the need for communication during the planning stages. The Deans discussed including the topic at the faculty conference of leadership and providing an enriching, holistic learning environment outside the classroom.

Willan shared he has completed one campus tour at the Chillicothe campus and it went well. The others are scheduled for upcoming dates.

The Deans discussed CTCH coordination and potential future changes. Smith shared concerns of the EM curriculum and various elements such as audio visual and multimedia as it pertains to job placement opportunities for students. Additional information will be provided on the program, potential 2+2 opportunities and the future direction of the academic program elements.

Willan reminded the Deans to contact Scott Howard to continue progress with the Jobs Study by the Ohio Strategic Training Center.

Willan provided an update on the RHE Outstanding Professor award. There will be one recipient this year based on having only three nominations. The committee is set pending an OUC member. Materials will be shared electronically to committee members. Willan will ask Fonseca to coordinate the group this year with Cushman coordinating the group in the future.

Anderson shared some details of campus enrollment data by majors. She will compile the reports and disseminate to the campuses. Anderson is pulling the live data from the Registrar’s dashboard whereas the IR dashboard provides snapshots during the term. A discussion of advising students in majors where the major may not be located on the campus ensued. Additional discussion can occur at A&R.

The Deans welcomed Renee Middleton, Dean of the Patton College of Education, to discuss future collaborations and partnerships. Middleton and Willan provided updates from a recent meeting with Henning on dual enrollment (DE) opportunities and programs. There are four districts interested in delivering DE courses as well as collaborating with the College of Arts and Sciences in order to assist the area school teachers to obtain their master’s degree so they may become eligible to deliver DE courses. The Deans discussed undergraduate programming needs both currently provided on the regionals and future opportunities. The Deans and Middleton also discussed delivery of graduate programs on the regionals and the possibility of
revenue for cohort recruiting efforts. Middleton shared there may be possibility in regional faculty involvement in delivery of the graduate programs. Middleton and the Deans discussed the possible AYA program and piloting the AYA-Math program at the Zanesville campus which would require no additional capacity in staffing. Middleton shared the value of an Ohio degree and the additional undergraduate programs at the regional campuses would not impact enrollments at the Athens campus. The Deans discussed matching the programs with the needs in our regional areas and shifting the program as needs change. Willan shared he previously met with superintendents each term while serving as Dean at the Southern campus to discuss needs in education.

The Deans shared with Middleton the need for a commitment that the course scheduling is consistent and set at the beginning for the graduate program offerings at the regional campuses.

The Deans and Middleton strive to collaborate to meet the needs of the region while increasing potential revenue streams for the regional campuses and Patton College of Education.

The Deans discussed the possibility of delivery through blended or distance education technologies in the content areas.

Willan will continue to collaborate on these initiatives with Henning.

Smith raised the concern for the volume of permission slips for students trying to get into the education courses. Students enrolled in the prerequisite the current term have to complete permission slips for the next course. The series includes EDEC 2000, 3000 and EDTE 2000 series. Anderson shared this might be an issue with acceptance into advance standing. Additional follow up will occur.

The Deans discussed the online BSAM program and how to efficiently promote the program beyond Ohio. Anderson shared concerns related to student issues related to the courses offered on regional class numbers rather than eLearning class numbers. The students are assessed the regional non-resident surcharge rather than the eLearning surcharge rate of three dollars. Currently this term there are 185 students enrolled in the online BSAM and 127 are coded as regional students. In order to grow the online degree and increase the community college partnerships, ease of registration as well as reviewing non-resident surcharge for this program is important. Anderson will compile data and may request additional financial information be provided by Howard. Additional discussion on this program will occur at a future meeting.

Willan reminded Deans to submit nominations for Coordinating Councils for the campuses.

Upcoming Events:

April 3 & 4 LBJ Conference: A Region Reflects
April 11th: A&R
April 11th: Associate Deans meeting
April 9-12 NABCA Conference
April 25 Spotlight on Learning
June 15-18 RBCA