Regional Deans Meeting
9-25-12

Present: Jim Fonseca, Bill Willan, Rich Greenlee, Jim Smith and Martin Tuck

Announcements

Textbook Reporting: In compliance with the federal mandate, Fonseca reminded the deans to work with their faculty and staff to post course textbooks on the schedule of classes web site.

Pouring Rights: Regional campuses should be aware that the Procurement Office has negotiated a new Pouring Rights contract for the university without seeking regional campus input. However, regional campuses will be excluded from this contract. In light of the new university contract, regional campuses who wish to negotiate new or renew Pouring Rights contracts for their campuses should work with Procurement during these negotiations.

Director of Operations and Budget Search: Tuck reported that the interview pool of 4 finalists for the position has been approved by the Human Resources Department. There are 3 internal and one external candidate. Interviews should take place on the Lancaster campus within the next few weeks.

RHE P&T Review Committee: Fonseca is close to appointing the faculty committee which will be charged with reviewing the RHE Promotion and Tenure criteria and procedures. He will prepare a formal charge for the committee and submit this to the RHE deans for review.

Graduate workshop fees: Minimum credit hour rates for graduate workshops were discussed and agreed to by the deans. The standard graduate tuition rate for fee waiver purposes (AY 2012-13) is $512. If instructor costs are subsidized, the workshop fee is $125 per credit hour; if unsubsidized the workshop fee is $185 per credit hour.

Staffing Plans: Fonseca encouraged the deans to submit their campus staffing plans (which will be reviewed by the Provost) to him as soon as possible.

Risk Management Workshops: Fonseca reminded the deans and other key administrators on their campuses that they should register for the Legal Risk Management Workshops scheduled for October 4th or 11th as soon as possible. They will also be webcast. In addition, there is a requirement that all administrators complete an on-line training seminar from the Equity Office.

Meeting with Retired RHE Staff: Fonseca is planning a meeting with several retired RHE staff members to update them on activities occurring on the various campuses and the university capital campaign.

Winter Closure: There will be an announcement from the university very soon on Compass detailing the university winter closure plans.
Campus Updates

OUC

1) Robin Knab, Warden at the Chillicothe Correctional Institute (first female to serve as the warden) will speak of her experiences in the corrections field as part of the “Conversations with Successful Women Series” on Friday September 28th in Bennett Hall room 134 at 12:30 pm. The lecture series is sponsored by the OUC Giving Circle.

2) OUC is hosting its annual College Night on October 17th in the Shoemaker center. Area high school students and their parents can explore the offerings of approximately 40 colleges and universities. The event is cosponsored by the local Kiwanis Club.

OUS

1) The monthly scholarly writing webinar series will begin this Friday September 28, 2012.

2) OUS will host a domestic violence awareness event on Thursday, October 5th.

3) OUS will host local election debates and will broadcast election returns from courthouse.

OUL

1) The first OUL Krile Family Student Leadership Award has been given to Todd McCullough.

2) Ohio University Lancaster Assistant Professor of History Ping-Yuan Wang has been nominated by Ohio University to compete for the National Endowments for the Humanities Summer Stipend.

3) OU Lancaster Applied Management students are working with Fairfield Co. Job and Family Services to develop a leadership training program.

OUE

1) Students, faculty and staff celebrated the opening of fall semester with a “Fall Picnic” on September 26, 2012.

2) Students, Faculty and Staff attended the OUE Football Day on September 8, 2012.

OUZ

1) For Constitution Day (September 20, 2012) at OUZ, Sis Bowman of the Daughters of the American Revolution (DAR) and Brian McKee of the Sons of the American Revolution (SAR) presented "Constitution Week: Why do we celebrate?"

2) The OUZ Football Day will be October 6th Ohio verses Buffalo.
Discussion Items

BSAM Delivery:

- Willan reported that faculty who teach the online BSAM courses need to commit to these courses being scalable in order to serve the Community College (CC) partners who will have students registering for the courses.
- The RHE Deans are on board with the courses being scalable to serve the CC partners and the anticipated demand for students. The Pay scale for scalable courses is on the e-learning website.
- From the online courses, BSAM Course notes need to be put on the PeopleSoft Schedule of Classes. This can be done centrally or by each campus. Willan asked the deans to send the name of the person on each campus who adds the course notes to the schedule of classes.
- Willan reported BSAM courses have standard books as determined by the College of Business (COB) in Athens, instructors for the courses should be using the standard books required by the COB.
- As the courses are scaled, there will be a need for trained course facilitators, facilitators will be approved by and have their training arranged by Kim Riley.

Program Coordinator Issues:

- The deans discussed at length the compensation issues related to Early and Middle Childhood Education faculty. As these are Athens based programs, the main issue discussed is whether Campus Program Coordinators in these disciplines should be appointed, and at what level these individuals should be compensated.
- It was decided that each campus who have Early and Middle Childhood Education programs on their campuses will select a coordinator for Early and another coordinator for Middle and the coordinators of these programs will be compensated with a $3500 annual stipend for these duties on each campus, regardless of the number of majors in the programs.
- Each campus which has a Child Development Associates degree program will determine how to compensate the faculty member who provides management over this degree.

Three year degrees: The Deans discussed the possibility of regional campuses designing three year degrees to address the mandate from the Ohio Board of Regents.

Web Based Student Evaluations: The Regional Deans discussed web course student evaluations for courses offered through e-learning. This evaluation instrument is different than the typical campus evaluation form, and students are allowed to complete the form several weeks after the term ends. Faculty teaching these courses are unhappy with the instrument, and the fact that the students can complete the form long after the course ends and the students have received their grades for the course. Willan will discuss this issue with the e-learning Deans Working Group. The Associate Deans during their regular meetings should also discuss how instructor evaluations are handled for online offerings from each individual campus.
Associate Deans Meetings- Smith reported the campus Associate Deans have not yet met this academic year. The group is currently working on a common campus facilities use policy, a project started last year. There are other tasks that have also been discussed and the Associate Deans will begin a regular meeting schedule soon to begin working on these projects.

Art Degrees Offered on the Regional Campuses- Fonseca will begin conversations with the Interim Dean of Fine Arts, Madeline Scott, on the possibility of offering the Bachelor of Arts degree with an Art emphasis on the regional campuses. OUS and OUC have an interest in offering this degree.

Campus Logos- The OUL and OUS Deans are working with the Communications and Marketing department on the design of logos for campuses with educational centers.

Experts Directory- The Deans discussed issues related to campuses creating an “experts” directory of campus faculty to serve the needs of their communities. Referring to such a list as an “Experts Directory” has seemed to cause conflict/confusion with a similar directory on the Athens campus. It was suggested that such directories formed on the regional campuses be referred to by a different term.

Adjunct teaching limitations: Some of the Associate Deans are concerned with the new adjunct teaching policy which limits their teaching to less than a 0.5 fte teaching load on average over any two-year period or risk a conversion to group II faculty status. They expressed a need to employ adjunct faculty in some disciplines beyond this threshold. The dean’s response is that the issue was extensively discussed with Faculty Senate before the conversion and it is unlikely the policy will change. The Associate Deans will need to carefully monitor adjunct teaching and abide by the policy.

RHE On Line Courses and Faculty Clearances: Fonseca and Tuck attended a meeting with the UCC and Faculty Senate chair(s) to discuss on line courses offered by regional campus faculty and the process of obtaining faculty clearances. There is concern among some Athens’ faculty that on line courses taught from the regional campuses are effecting enrollments in courses taught “face to face” on the main campus. In addition, there was a discussion in the meeting regarding standardization in the practice of how adjunct faculty are cleared by main campus departments to teach courses on the regional campuses. Fonseca volunteered to draft a document for discussion to standardize clearance practices. The Registrar’s Office will be contacted to get a list of on line courses routinely offered by regional campus faculty.

Bookstores- The existing Follett’s Bookstore contract which was amended last spring will be extended and a new contract to offer bookstore services on the regional campuses will be rebid.

Winter Intersession- With the conversion to semesters, there has been questions from some regional campus faculty if a winter intersession will be offered. The Life Long and Distance Learning Office have indicated courses can be offered during an early spring intersession that could be billed as part of spring semester. Basically, these would be flexibility scheduled spring semester courses offered during early January. Regional campus faculty who wish to teach such a course would need to submit a proposal to the Associate Dean and through the typical campus approval process.
Recreation and Sport Studies - The School of Applied Health Sciences and Wellness has expressed concerns regarding the proposed curriculum for a new regional based Recreation and Sport Studies degree. Jim Fonseca and Rich Greenlee will speak to Dean Leite regarding these concerns.

Bachelors of Arts/Biology Degree - Efforts are being made to obtain instructor clearances to offer the BA in Biology degree on the regional campuses. Fonseca and Greenlee plan to meet with Ralph DiCaprio, the Biological Sciences department chair to discuss the development of a formal Memorandum of Understanding.

RHE Dashboard Measures - To follow suit with the colleges on the Athens campus and at the Provost request, the RHE Deans discussed a list of possible dashboard measures to be monitored for regional campuses.