Regional Campus Deans Meeting  
Meeting Notes  
March 8, 2012

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

Guests:  Samir Abou Nassif and Ali Tarabay from Lebanese International University and Tom Shostak from Life Long and Distance Learning attended the morning session to learn more of the operation and issues facing regional campuses within Ohio University and the US.

Campus Updates:

OUS:
- Health and Wellness event being sponsored by the campus tonight.
- OUS is investigating a change to its campus smoking policy
- Provost Benoit, RHE Executive Dean Jim Fonseca and Vice President for Research Joe Shields visited the Southern campus.

OUL:
- US representative Steve Stivers visited the OUL campus to observe the pavement testing facility (one of the few such centers in the country) and report back to the US Department of Transportation.
- The Lancaster campus has revised its Capital Campaign target to $3.5 million, down from $5 million. The campus is more comfortable achieving this goal.
- OUL is entering into conversations with the Reynoldsburg and Pickerington school system about developing partnerships with the area High Schools.

OUC:
- The campus held the quarterly meeting of its Regional Coordinating Council last week.
- The campus will serve as a sponsor to the Health and Wellness Fair this Saturday in the Shoemaker Center.
- OUC staff member Brandon Houseman, senior library associate in the Quinn Library, was recognized as a Ohio University Classified Employee of the Month for December.
- OUC Writing Center Coordinator and English faculty member Deb Nickles received the Ohio Council for Teachers of English Language Arts (OCTELA) Outstanding Language Arts Educator Award

OUZ:
- OUZ employee, Kristin Roberts was awarded the Ohio University Classified Employee of the Month.
• OUZ recently sponsored a Women’s Health Fair on the campus.
• OUZ sponsored an Educator Luncheon with the local school superintendent in attendance.

OUE:
• OUE students performed the play *Romeo and Juliette* to the community and area high schools.
• OUE Women’s team won the ORCC basketball championship

**Announcements:**

**Faculty Workload update**- Jim Fonseca recently met with OUL faculty and discussed the semester workload policy. Since the campuses are currently working on their fall semester schedules, Jim told the deans they need to work with campus associate deans to identify specific faculty who will be eligible to receive the research related course releases on each campus.

**Oil/Gas Lease Forums**- The RHE office has been working with the campuses to schedule public forums on each campus to gather opinions on whether the campus land should be leased. The State of Ohio is requiring the Board of Trustees (BOT) of each public university to hold such forums. The OU-BOT has decided that each regional campus will host a forum. A prepared statement will be read by the dean or RHE executive dean, followed by questions and discussion. Someone will need to take notes at the forums.

**Campus Staffing Plans**- The RHE Executive Dean informed the regional deans Provost Benoit is in the process of reviewing the personnel plans submitted by each campus and making decisions regarding approving requested positions for this academic year.

**Randy Leite**

Dean Leite attended the morning session to discuss the regional campus academic partnerships. The College of Health Sciences and Professions is interested in developing a better connection with RHE faculty.

**Nursing:**

As the BSN degree offering will begin on the regional campuses soon, there was a discussion regarding crafting a Memorandum of Understanding (MOU) between the regional nursing programs and the Athens based School of Nursing. Some of the issues which were discussed and should be addressed in the MOU include:

• Central coordination of clinical placements.
• Clinical placement shortages.
• The possibility of admitting students off sequence to relieve clinical shortages.
• Hiring of a clinical coordinator to arrange the clinical placements for the nursing students within the entire OU system.
• Simulation lab coordination between the multiple campuses offering nursing.
• Sharing faculty among campuses.
• The School of Nursing providing resources to train regional faculty to offer the BSN program.

Leite informed the deans the regional proposals to the Ohio Board of Nursing (OBN) to offer the BSN are on track and should be submitted to OBN by the end of next week.

The School of Nursing are involved in discussions to create and offer an RN to BSN program which is not 100% on line, as many students would be interested in a blended delivery format.

Leite commented that the recently received $5 million Department of Labor grant by the School of Nursing could be used to support the expansion of the BSN degree to regional campuses. The grant is also being used to hire additional faculty on the main campus. Some of the money could be used to support students in the accelerated BSN program.

Leite discussed a possible partnership with RHE to offer a Health Sciences-Bachelors Completion degree for technical fields in the health sciences. Students who have associates degrees in health technology fields could use these credits for the completion of a bachelor's degree. There could also be a synergy with the current Health Services Administration bachelor’s degree.

**Announcements Continued:**

**Math Placement Exam**—Associate Dean Jim McKean will be attending the next RHE Deans meeting to discuss progress with revision/scoring of the math placement exam.

**Relocating Students/TDCP Completion**—Jim Fonseca reminded the deans to send him a list of students from each campus who plan to relocate to Athens campus after semester conversion in order to arrange for completion of their TDCP forms.

**Overload Policy**—Fonseca reminded the deans to make sure and follow the overload policy requiring Provost Office approval for faculty who surpass 25% of their salary in overloads. There was discussion as to whether credit hours should be counted in the policy rather than salary.

**Background Checks**—Fonseca reminded the deans for the need to perform background checks for newly hired faculty and staff. Language requiring such checks should be placed in the offer letters.

**Diversity Studies Certificate**—Fonseca informed the deans of the availability of the newly approved undergraduate Diversity Studies certificate; the certificate may be of interest to students on the regional campuses.

**Discussion items:**

**Possible Tuition Increase**—The Provost has proposed a 2% increase in tuition rate on the regional campuses (3% increase on the Athens campus). The deans have suggested eliminating the differential
tuition rates for upper and lower division courses. Steve F. distributed data predicting the revenue resulting from the tuition increase and the elimination of the differential rates.

Program Coordinators duties/compensation—There was continued discussion of the program coordinator proposal created by the Associate Deans which outlined duties and compensation. Revisions to the document were made after the last RHE deans meeting. The deans discussed revisions to the document. At the next meeting, the deans will look at each campus coordinator and discuss duties and compensation rate based on the number of students in the individual academic programs. Steve F. will obtain the number of majors for each program/campus to inform the decisions.

Lab Credits/Workload—The deans discussed how laboratory credit hours will be assigned under the semester calendar in relation to laboratory clock hours and its effect on workload. For consistency the Deans will investigate how science courses on the Athens campus plan to assign credit hours to instructional laboratories. Marty Tuck volunteered to contact sciences departments on the Athens campus for this information and report back to the deans.

BSAM On Line Course Designer—The Community College Partnership and e-Learning have requested that the on line courses required to complete the BSAM degree be designed under the Quality Matters standards. The plan would be to hire an individual to train course designers in the creation of BSAM on-line courses following the Quality Matters Rubric. Kim Riley will be asked to send process notes on the creation of the on line courses.

The Community College Partners have requested the on line BSAM courses be offered each term. The plan is to also teach the courses in a traditional format on the individual campuses but not every quarter.

A faculty member who develops the course will be able to teach the course but maybe not each time it is offered. The faculty member who develops the course will not “own” the course he/she develops.

BTAS Regional Coordinator—Currently RHE does not have a regional coordinator for BTAS. The Deans discussed whether there needs to be a regional coordinator; if so, the individual should be a group I faculty member in a technical field. There was discussion as to who would be a good candidate to fill the position.

Emeritus Nomination Procedures—Fonseca reminded the deans that each campus should have a written policy in place for the nomination and selection of emeriti faculty and staff. Such a policy should have a faculty approval process.

RHE Dashboards—Nothing new was reported.

WEB Site Design and Coordination—There was discussion on how to move the process for the new campus web site designs to the other regional campuses. OUL has completed this process. IT and marketing staff on each campus should meet together to discuss how to prepare for the web site redesign.
Updates on possible new degree offerings:

- **Recreation and Sport Sciences** - Rich Greenlee reported there is significant equipment needs to offer two of the courses required for the degree. These needs may total several thousand dollars. There were discussions as to whether the 2 courses could be substituted. Could campuses share the equipment needed for these courses? It may be logical to offer the degree on the Zanesville/Eastern campuses as they are in the best position to offer the degree.

Distribution of the Deans Meeting Notes - It was decided Kim Hayden would distribute the Deans notes to faculty/staff on the various campuses.

Operational Issues (Steve Flaherty):

- University Registrar, Deb Benton, will be working with Debby Henderson, Director of the School of Nursing, to standardize the AD Nursing course fees across campuses.
- Fine Arts course fees approved on the Athens campus will automatically be applied to regionals. If the courses are not taught on Athens campus the current quarter fee will be multiplied by 1.5 for semesters.
- As a result of enrollment increases in the past few years, data indicate that faculty have been teaching more students credit hours, both on load and through overload during this time period and at the same time earning higher salaries in line with enrollment increases.
- ONBASE update-Regional campuses have asked for training for the OnBase scanners, however it is unlikely training from Athens will happen in the near future.
- There was discussion of revenue and expenses to begin to offer a traditional BSN degree and phase out the AD degree. OUS was used as an example for the discussion. The results showed it would require 4 years before the program would begin to make money. The transition may be required as it looks as though hospitals will begin expecting nurses to have BSN degrees in the future.
- RHE has been in conversation with the Provost about offering student teaching courses on regional call numbers. The Provost asked if RHE could afford to pay for the student teachers supervisors if the enrollments shift to regional call numbers. Steve did an analysis on this issue. His data showed that the campuses could generate revenue offering the student teaching courses on regional call numbers.
- **ComDoc** - The deans discussed ComDoc and service issues related to the regional campuses. It was suggested by Steve that the campuses contact Chad Burkett with these issues.