**Associate Dean Meeting Notes**

**November 15, 2018**

**Timeline to implement Centralized Online Classes:**

* Work will continue on the RHE Centralized Online Schedule.
* An all-day meeting was scheduled in Athens for November 29, 2018 to complete the staffing of the RHE Centralized Online Schedule.
* The “Switzerland” model is on hold for the time being.
* The plan was that courses would have neutral section numbers for online courses delivered across the system but courses will have campus section numbers until the “Switzerland” model is implemented.
* Carissa is going to determine if we can populate all online RHE courses on all campus course offering tabs.

**Contract Processing:**

* Three of the five campus conversations concerning processing of contracts (faculty overload and adjunct) have taken place.
* Information is being collected via these conversations and will be shared with the Associate Deans after all conversations are complete.
* Paul expressed that it would be desirable from a programming standpoint to have a centralized database for all faculty positions across the system.

**OBI Dashboard demonstration:**

* Carissa Anderson and Rosanna Howard conducted an OBI training for the Associate Deans.
* Topics in this training included the various reports that are available under the Registrar and Institutional Research Dashboards.

**Scholarships across the campuses:**

* Scholarships students can be charged campus fees when they are enrolled in online courses that are not from their home campus.
* The Deans agreed that campus scholarship funds would cover the cost of these fees.
* Students who are have endowed scholarships may not have these fees covered since endowed scholarships may have specific guidelines for the student to follow concerning their course schedules. Therefore there may be some issues that need to be worked out for students that receive endowed scholarships.

**Study Abroad—how would the regional scholarships:**

* The question was asked as to whether students can apply their campus scholarship funds to Study Abroad programs.
* Rosanna Howard will reach out to Catherine Marshall to determine if this is a possibility.