**RHE Deans Meeting**

**November 7, 2017 | 10:00am – 3:00pm | Baker 341 and Baker 233**

Attendees: Willan, Anderson, Abraham, Pennington, Webster, Smith, Tuck, Howard

*10:00 – 3:00 Updates and Discussion Items*

*10:15 – 10:30 Kevin King and Jennifer Simon (?), Industry Partnerships*

The deans welcomed Jennifer Simon and Kevin King to discuss industry partnerships. They discussed their plan to visit each of the regional campuses to discuss the Industry Partnerships office resources, initiatives on projects related to corporate engagement and regional campus and community assets and needs.

Deans Council Debrief

The deans reviewed the deans council meeting and the need to focus on institutional mission and strategic goals.

Education Staffing

Smith inquired about the staffing needs for the education programs given student enrollments. The deans discussed the areas of expertise represented by middle childhood education faculty and the different campus approaches to hiring faculty and staffing courses. Willan shared that a long-term strategy should consider a system-wide perspective.

Pre-Law Interdisciplinary Major

Webster noted that there is faculty interest on the Zanesville campus in creating an interdisciplinary pre-law program through RHE. The deans discussed the potential opportunity. Willan asked that the proposal be provided at a future deans meeting for review and discussion.

Abraham noted that the associate deans discussed the ability for the regional campuses to offer the sociology/criminology and sociology pre-law majors. The deans wondered how this might impact the enrollments in existing programs, particularly LET and BCJ.

COIL Update

Webster recently attended a COIL conference in Chicago. Given the learned information, Webster believes there needs to be some discussion about how the COIL program is structured within RHE. The deans discussed ways the program could grow and the impact that program growth would have across the system. The deans agreed that faculty fellows will continue to receive financial support for conference attendance and will continue to serve as faculty mentors as a result of their role and development; however, the faculty mentorship stipends will not continue. Changes to the COIL fellow application process will be implemented, including the identification of an international partner prior to acceptance.

Budget and Enrollment

Willan and Howard met with the Provost and the Vice President of Finance and Administration to review the current and future RHE budget and enrollment information. The discussion included different strategies for how the regional campuses can meet the expected 7% budget reductions for FY19. Howard shared that additional timeline information is supposed to be provided by early December. A comprehensive plan for RHE budget reductions, including central and campus, must be developed. Willan will call a special meeting of the RHE Leadership to discuss budget and enrollment once more information is available from the Provost and VPF&A. Updated enrollment and admission information is available.

Budget Model Committee Update

Howard shared that the budget model committee is continuing to meet to discuss different options. Topics to date have highlighted how the current model does or does not support the activities of different revenue generating units: RHE, HCOM, and UNC.

HR – Performance Management

Howard will be meeting with Adam Pergram to discuss changes to the staff performance management process. Pergram will be visiting each campus to conduct trainings for supervisors, likely in January 2018.

ICD

Howard shared that the ICD system will be replacing the current contract processing system. More information will be shared with each campuses as it becomes available. All contracts will be entered through this system instead of EMS.

eBuilder – PIF Submission

Howard shared that eBuilder is the new system for PIF submissions. Howard will work with the deans to understand and manage the process; all submissions will ultimately have final approval by the RHE central office.

Travel Approval

Smith noted that some appointment letters at Lancaster include language regarding travel and professional development. The deans discussed the differences between appointment letters, annual Presidential reappointment letters, and changes to institutional or campus policies or procedures.

Human Biology/ Physician’s Assistant Agreement

Tuck has been working with the College of Health Sciences and Professions regarding the potential to partner on admission criteria for the Physician’s Assistant program. Unfortunately, the course criteria for admission to the PA program show little overlap with the Human Biology program. The deans discussed pursuing the partnership further; Anderson will take a look at the different requirements and report back to the deans.

RHECC Resolution re. Online Course Caps

The deans discussed the current proposal from the RHECC regarding course capacities and payment processes for online, on-load instruction. The deans support Tuck responding to the RHECC proposal with their expectation that the capacity minimum remains 35 and that the OCEAN language be removed.

Social Work Scheduling

Tuck asked if the other deans have heard anything about the social work department wanting to approve regional campus schedules. This is most definitely not in line with standard practices or expectations. Webster noted that social work does seem to be getting more involved and there are online instruction limitations being enforced.

Abraham shared that the associate deans discussed using OULN to share social work courses. The Eastern campus can help support courses across the system.

Scheduling

Anderson and Howard shared an initial analysis of the online course schedule with the deans. In general, course capacity inconsistencies are increasingly prevalent. Anderson asked if there is a minimum enrollment threshold that should be enforced for online summer courses. The deans discussed different options and agreed that the minimum threshold will be 15 enrollments, except in cases where the online class is required for students to graduate “on time.” Courses that are combined or shared will be considered on a case-by-case basis.

Regional Campus Statehouse Day

Howard shared that we have some of the regional campus data but are waiting on the rest. Information will be shared with the deans as it is available.

RHE Committees Posted on Web

Tuck expressed concern that the RHE site is not updated regarding committee memberships and meeting notes. Anderson and Howard agreed that the information needs to be updated; information will be requested and posted.

Annual CAS/RHE Leadership Meeting

The deans agreed to continue the practice of meeting with representatives of the College of Arts & Sciences. The beginning of the December 19 meeting will be used for this purpose.

Advisor Assignment Solution

Anderson reviewed with the deans the discussion at A&R that outlined the processes that will be used for advisor assignments going forward. The process will result in additional effort; however, it will reduce the confusion and frustration created by the current override process.

Bookstore Update/Communication

Smith asked what type of timeline communication can be built regarding the processes for books: identifying, ordering, returning, etc. The deans discussed the information that was and was not provided to each campus regarding the closing of the campus bookstores: buy-backs, rental returns, etc.

Anderson and Howard provided an update on the discussions with MBS regarding an online textbook site, which will be available November 15. MBS Direct is looking into the a VA voucher and CC+ populations. A message will be sent out to CC+ high school partners from Rob Callahan and Anderson.

Tuck will share with the other deans all of the information that the Chillicothe campus has distributed to students. After review of the Chillicothe information, Willan asked that the deans note whether or not the central office should craft a message that could be distributed to regional campus students, explaining the options for purchasing books; the message could be modified for each campus.

Ohio Strong Start to Finish

Abraham asked if this is something RHE should pursue. Willan and Pennington noted that there is interest in applying. Pennington shared that the President will be submitting a letter of interest that will determine how we can proceed.

OULN Sharing

Abraham provided the associate deans with a list of all of the courses that the Eastern campus can provide over OULN during fall and spring, including a rotation for math courses that was established with the math faculty at several campuses.

Other

Willan is meeting with Hugh Sherman to discuss delivery plans for the BSAM program.

Webster shared that the MRC financials are concerning.

*3:00 – Adjourn*

*Upcoming Events:*

November 11 University Closed

November 21 Dean’s Council and EVPP’s Executive Staff Joint Meeting

November 21 RHE Deans Meeting

November 23-24 Thanksgiving Break

November 29 Regional Campuses Statehouse Day

December 6 RHE Deans Meeting over Zoom

December 16 Fall Commencement

December 19 Dean’s Council and EVPP’s Executive Staff Joint Meeting

December 19 RHE Deans Meeting

December 25-Jan 1 University Closed