**RHE Deans Meeting**

**January 10, 2017 | 9:30 am – 3:00 pm | Baker 226**

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

*9:30 – 3:00 Updates and Discussion Items*

President Search

Tuck provided the deans with an update on the president search process. The deans generally discussed the credentials of each candidate. Each candidate will have an open forum that will be streamed online.

Spring Enrollments

Howard reviewed a reporting request that she has made to IR to better understand the changes in enrollment. Headcount and FTE for spring are down in a number of areas. Tuck asked about the continued decline in FTE, despite seemingly steady headcount. The deans discussed and reviewed the spring 16 to spring 17 enrollment trends.

*10:30 –11:30 Deans attended interview of Presidential Prospect Dr. Duane Nellis in Baker 230*

*11:30 – 3:00 Updates and Discussion Items*

COMS Task Force

Tuck noted that the COMS task force specifically met to discuss online course offerings. Willan asked if other processes were discussed: clearances, etc. Willan recommended having the COMS task force develop a document similar to that created by the A&S / RHE group. Tuck said he would recommend using the A&S document as a template.

Patton College Task Force

Anderson provided an update on the Patton College task force. The group most recently met on January 6 and outlined a plan for moving forward. The group will be using the A&S / RHE documentation as a model / template. Goals for the spring semester include developing a list of credential requirements for prospective instructors and updating current staffing request forms.

Group II Contracts

The deans discussed the various campus practices for the timing of Group II contract processing and the potentials of creating a template for RHE. Willan and the deans agreed that the topic should be reviewed with the RHE Leadership group.

Budget

Willan will be meeting with the Provost’s office at the end of January to discuss RHE budget priorities. The projected budget gap in FY18 is significant. Willan will be presenting ideas for enrollment growth that have either begun being piloted or are of potential interest. Willan will continue to reinforce the need to include regional campuses in the OHIO for Ohio strategy and the value of RHE partnerships. Howard encouraged the deans to regularly monitor their budgets and forecasts compared to their actual revenue and expenditures.

Duplicate Program Reporting

Willan shared updated information from the Ohio Department of Higher Education regarding the reporting of duplicate programs. The information specifically references §3345.35 of the Ohio Revised code. Willan has a list of programs that have been identified as “duplicative” and will require a response to ODHE by the end of April.

RHEFDC Recommendations

The deans reviewed the recommendations from the RHE Faculty Development Committee. The deans determined that some of the recommendations could be accepted as presented while other areas need further consideration and development. Information will be shared and discussed with the RHE Leadership meeting in January to determine plans for 2017-2018.

Associate Dean Recommendations

Abraham reviewed recommendations from the associate deans for standardizing processes related to course scheduling and payment. The deans will meet with the associate deans to discuss questions related to some of the recommendations before taking information forward to the RHE Leadership.

Online Scheduling

Howard shared information with the deans regarding some current online course scheduling practices, particularly multiple sections of low enrolled courses. Online scheduling will continue to be analyzed and discussed at deans and Leadership meetings.

Eastern Auxiliaries

Abraham noted that the campus continues to see decreases in auxiliaries use on the Eastern campus: bookstore and food service. Given the shift in responsibility of regional campus retail and auxiliaries to the VP of Student Affairs, Willan will reach out to schedule conversations about future operations and opportunities.

MRC Human Resources Membership

Davis shared that the Zanesville campus is investigating the creation of an arrangement to offer employees a membership package to the MRC, similar to the WellWorks program. Updates will be shared with the deans as information is available.

Regional Faculty Teaching for Athens Departments

Davis asked about the process / protocol for regional faculty to teach courses on the Athens campus: during academic year or summer. Willan shared that this type of scenario is part of the discussion between RHE and A&S.

OHIO for Ohio

Willan has shared the updated OHIO for Ohio Strategy document with the deans. The strategy continues to be discussed and developed. As the deans identify opportunities or challenges, they should forward the information directly to Willan.

Business Continuity Planning Tabletop Exercise

Howard shared that the regional campus associate deans will participate in the Business Continuity Planning tabletop exercises. Brenda Phillips will be leading the effort. Willan expressed sincere gratitude for Phillips’ efforts thus far and going forward.

New CMS for Websites

Howard shared that the new CMS for websites will be Drupal. One person from each campus, plus Anderson, will be tasked with looking at data analytics for each campus site in order to better assist with the site transitions. Individuals have been identified already for Zanesville and Lancaster, given their roles on the web advisory group. Chillicothe, Eastern, and Southern will need to provide a recommendation. Names should be forwarded to Howard.

*3:00 – Adjourn*

*Upcoming Events:*

January 19-20 Board of Trustees Meeting

January 24 RHE Deans Meeting

January 27 RHE Leadership Meeting

February 7 Athens & RHE Academic Leadership Meeting

February 20 RHE Deans Meeting

February 24 IUC Regional Deans Meeting

March 7 Athens & RHE Academic Leadership Meeting

March 9-10 Board of Trustees Meeting

March 21 RHE Deans Meeting

May 25 IUC Regional Deans Meeting