**RHE Deans Meeting**

**October 3, 2017 | 10:30am – 3:00pm | Cutler 306**

Attendees: Willan, Anderson, Abraham (Zoom), Pennington, Tuck (Zoom), Webster, Smith, Howard

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

Deans Council Debrief

Willan shared that the deans council discussed financial aid options for high achieving students; the selected approach will result in an additional $2.4million in aid to students. Current budget projections show potential need for a substantial budget reduction.

HERS Nominations

The deans discussed the HERS nomination process and potential candidates for the 2018 opportunity. The final candidate application is due to the Office of Regional Higher Education by October 16.

Human Biology Pathway to Physician Assistant

There is interest in developing a pathway from Human Biology to the Physician Assistant program. Willan asked that Tuck take the lead on working to establish an operational MOU with the department that addresses admission and enrollment: needs, expectations, and opportunities.

BIOS 3015/CHEM 3080

Abraham noted that both BIOS 3015 and CHEM 3080 have more required contact time than is noted in the catalog, per the academic units on the Athens campus. There is a question then about how the faculty should be paid: by contact hour noted in the catalog or by contact hours noted by the department. Willan will follow up with the department to discuss the discrepancy. Howard asked if there are others that have a similar conflict. Abraham will research and provide data.

C-Store Concept

Abraham continues to work on an agreement with the vendor, which will need legal review.

Bookstore Updates

The deans discussed the status of the bookstores on the four campuses that will be closing operations at the end of fall: Chillicothe, Eastern, Lancaster, and Southern. Eastern will close services on 10/3/17. Lancaster will close 10/20/17. Chillicothe and Southern will close later in the term. Auxiliaries has been very supportive throughout the process. Tuck asked how we will handle textbook vouchers for selected student populations, i.e. Veteran students. Abraham asked about buy-back options; Anderson shared that Auxiliaries is supposed to have a list of vendors who provide this service. The deans discussed options for maintaining an on-campus kiosk for students to order their books.

CC+ Books

Anderson provided the deans with an update on conversations about CC+ textbooks once the campus bookstores close. Anderson and Rob Callahan have developed a proposal for the College Bookstore in Athens and should know by mid-October if it will be a viable replacement. Anderson will update the campuses as soon as more information is known.

Additional Programming

Willan shared that the MAT program is looking to expand to the Chillicothe campus. Smith is looking into accreditation impact and opportunities with the MAT program; he will report back to the deans when he has an update. Tuck noted that their partnership with Adena Health is driving the campus interest in the program. The EVT program is also interested in expanding to other campuses; it is offered on the Chillicothe and Southern campuses. A name change and expanded online/OULN/Zoom delivery are both being considered for the program. Lancaster is interested in expanding EVT to their campus.

Rural Urban Collaborative

Anderson shared notes from a recent meeting with the Patton College of Education regarding the Rural Urban Collaborative. The PCOE is planning to increase travel funds to $400 per campus. The hope is to have one symposium per year on the Athens campus and one per year on a regional campus, with a rotation established by the campuses. The PCOE is also looking for more urban placements for Chillicothe campus students. Willan will meet with Dean Middleton and confirm the regional commitment to a rotation for the symposium.

Budget and Enrollment

Howard and the deans discussed current budget planning processes, including the timelines for preparing for the fall budget meetings. The Budget Model Committee is meeting every two weeks; Howard serves on this committee and represents the needs of our regional system. Willan and Howard continue to talk with senior leadership about the needs of the regional campus system and how additional efficiencies could be achieved. The deans reviewed the state enrollment report that shows peer comparisons and a new report that shows campus enrollments by credit hours carried by student rank. Willan shared that fall enrollments are lower than the projected deficits, campuses need to stick to their expense targets and closely monitor their budget forecasts.

Howard shared that the approach to managing ALE accounts has been inconsistent across the system. After meeting with the regional budget managers, a standard operating procedure update was created.

Financial Approvals and Related Metadata (FARM) is a new system that will define, from a planning unit level, approval levels for Bobcat Buy and Concur. The deans discussed hierarchy approvals and that Concur reports will route to budget managers for initial review. Budget managers will then forward reports to the appropriate departmental head for approval. BobcatBUY approvals will be routed based on various amounts. The RHE-wide structure must be in place no later than November 20.

Clinical Model Proposal

The PCOE plans to increase the stipend for the clinical experience mentor teachers:

* The EDTE 2020 Rural-Urban Collaborative will remain at $15 per candidate.
* The courses associated with early field experiences is proposed to increase from $15 per candidate to $25 per candidate.
* The course associated with the clinical internship is proposed to increase from $15 per candidate to $50 per candidate.
* The course associated with the pre-primary internship is proposed to increase from $125 per candidate to $150 per candidate.

The campuses commit to implement the rates that are approved.

CAEP Site Visitor Response

The deans discussed the CAEP site visitor response that the PCOE shared regarding admission and enrollment criteria for teacher education programs. The CAEP response affirmed that the OHIO program must operate with the same standards across all locations.

P&T Reviewer Workshop

Anderson shared information from the P&T Reviewer Workshop from the Patton College of Education. The deans suggest trying to develop a similar program for RHE committee members for late-October / mid-November. Willan said that the RHE office will work to get this scheduled.

The RHE Group I and Group II faculty workshops will be November 3.

Facility Rentals

Pennington shared that the Southern campus is working to develop a standard approach to facility rentals. She asked if the facility rental approach and process be the same across all five campuses. Smith agreed that the methodology for establishing the rate should be standard, but the ultimate rates will also need to consider geographic impacts and campus structures. The deans recommend bringing Adam Riehl in to a deans meeting to discuss the methodology used to develop the process.

Student Senators

Willan asked if all campuses have identified their Student Senator representative. Names should be forwarded to Anderson as soon as possible.

Summer Time Blocks

Abraham asked if there are or should be standard RHE summer time blocks for course scheduling. Current practices show differences across the system. Abraham has proposed standard blocks to the associate deans that could be used system-wide, specifically for the partial term courses in first and second summer session. Willan and the deans confirmed that the current, standard time blocks, as noted in university policy 01.024, should be used by all campuses during all terms, including summer. If the associate deans would like to change to the standard time blocks, a proposal should be developed and presented to the deans.

RHE Bridge Grant

Willan and Pennington shared that a Southern faculty member would like to identify a grant for a summer transitional program for students who want to relocate from Southern to Athens in the biological sciences. Although an admirable idea, the concept may create conflicts with current efforts to grow the Human Biology program on the regional campuses and to develop graduate pathways for regional students in this program. Current relocate efforts and resources should be promoted for students who wish to begin at a regional campus and complete their program on the Athens campus.

Travel Processes

The deans revisited a previous discussion topic from spring 2016 regarding standard travel processes for faculty professional development: consistent amount and an approval process through either a committee or the DC. Current practices will be revisited and a standardized approach will be pursued.

IT Update

Webster shared that there is capacity at the Zanesville campus for a staff member to assist with the system-wide web migration from CommonSpot to Drupal. The deans agreed that this could be a valuable way to get all five campuses and the RHE site converted, on a limited timetable.

Slate Update

Anderson provided the deans with an update on Slate. Eastern, Lancaster, and Zanesville went live with Slate on Monday, October 2. The Chillicothe and Southern campuses will begin implementation planning on November 6. The initial launch includes an online inquiry form, inquiry fulfillment communication plans, event management, and basic reporting. Additional features will be rolled out based on campus and system prioritization.

Regional Campus Statehouse Day

Willan shared that the RHE data and handout will be updated. Each campus should be working to update their documents from last year. If there is data desired by each campus, please let Howard know so that a request can be made with Institutional Research.

The Professor Is In

Smith will forward detailed information to the deans about a new project on the Lancaster campus. Faculty are signing up to do group tutoring in the student success center during select weeks during the semester. The program is growing and has been positively received.

Presidential Inauguration

Howard will continue to share information with the campuses.

Other

Tuck noted that Ashlee Rauckhorst will now represent the Chillicothe campus on the RHE web committee.

*3:00 – Adjourn – Presidential Exhibit Opening - Alden Library 4th Floor*

*Upcoming Events:*

October 17 Dean’s Council and EVPP’s Executive Staff Joint Meeting

October 17 RHE Deans Meeting

October 18 Presidential Investiture

October 19-20 BOT Meeting

November 3 Foundation Board Meeting

November 7 RHE Deans Meeting over Zoom

November 11 University Closed, Veteran’s Day

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

November 21 RHE Deans Meeting

November 23-24 University Closed, 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, Winter Break Closure