**RHE Deans Meeting**

**March 20, 2018 | 10:30am – 3:00pm | Baker 341**

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

*10:15 – 3:00 Updates and Discussion Items*

*10:30 – 11:00 IEVPP Elizabeth Sayrs*

The deans and IEVPP Sayrs discussed updated budget planning information presented during the Academic Leadership Meeting. Sayrs reviewed enrollment and budget trends for the institution, including implementation of budget targets for units based on different metrics: enrollment, ratios, projections, etc. Willan shared an update on the RHE faculty scholarship program; the RHE Faculty Development Committee plans to have a proposal available for review by the end of spring semester, re: changed approach. Sayrs shared that the charge for the RHE study group will be distributed once President Nellis finalizes it. The timeline will likely result in recommendations by end of fall 2018. Willan and Sayrs confirmed that promotion increases will be prorated based on FTE; the information on the Provost site will be updated to reflect this clarification.

RHE Tuition Guarantee Proposal

Willan and Howard continue to work with Institutional Research and Finance & Administration representatives on the details of the RHE Tuition Guarantee. The group continues to work with ODHE to clarify proposal information and provide data to support the guarantee. The proposal goes forward to the OHIO Board of Trustees in March.

ERIP

Howard provided the deans with an update on ERIP applications. Once the ERIP concludes, the deans will need to consider how participation will influence course staffing in the fall and beyond. Tuck shared that the associate deans have already started working on contingency plans and options for collaboration. Tuck shared that Brenda Phillips has accepted a Dean position at the University of Indiana South Bend. The deans expressed their appreciation for Phillips’ work at the Chillicothe campus and congratulated her on the new opportunity.

*11:30 – 12: AVP Greg Robertson and RHE Capital Planning Coordinator Adam Riehl*

Robertson summarized recent conversations between RHE representatives and Architecture, Design and Construction related to capital planning needs and opportunities. Robertson shared that staff in Architecture, Design and Construction are focusing on improving relationships and customer service. Staff workshops will provide training on updated structures and expectations. Abraham shared interest in being able to quickly and easily login to the project management system to see updates and milestones for different design/construction projects. Robertson provided a demonstration of eBuidler, showing the deans how project information/updates are available through the system. Robertson explained planning changes to the project fee structure; the changes will make OHIO more consistent with state standards. The deans expressed appreciation for the increased communication and collaboration efforts.

Riehl provided the deans with an overview of the past year in his role as the regional capital planning coordinator. A capital projects planning database is in development and will help structure and document the planning process. Riehl and the deans discussed the approach to considering and discussing “deferred maintenance.” He recommends using “capital infrastructure investments” to more accurately capture the perspective and approach being used to identify and support capital improvements. Riehl plans to create a history/lifecycle document for different components of each campus’ infrastructure, including needs for contingency funding for particular “failure” scenarios. Willan and the deans commended Riehl for his work.

Career Services Fee Proposal

Willan provided an update on his conversations with the Career & Leadership Development Center regarding the planned career service enhancements resulting from the career services fee. There will be coordination with the Athens campus. The career services fee is proposed to begin with new, degree seeking, students in fall 2018.

Budget Planning

Howard shared a summary of the FY18 budget forecast with the deans. Budget forecasts will need to be updated once the final ERIP participation is known. Each campus budget manager should review their information in Box and OBI and then adjust forecasts as appropriate.

The deans reviewed possible approaches to athletics teams and administrative structures. The deans discussed the various ways athletic teams support student enrollment and engagement.

IT Cost Share

The deans discussed ways in which sharing IT resources and costs could affect campus budgets.

COB Completion Degree

Willan reviewed his recent conversation with the Hugh Sherman. Despite previous assertions and discussions, the College of Business accreditation expectations will not allow the COB to partner with RHE to deliver the BSAM program to business partners in central Ohio. Willan shared his concerns with the COB creating a similar/competing degree and reviewed his discussions with IEVPP Sayrs on the topic. Tuck said that the COB has submitted information related to this idea to UCC and it is under review.

Online Scheduling and Payment Principles

The deans reviewed updated proposal information for online scheduling and payment principles. Additional modeling will be created for review at the next deans meeting.

OULN Compensation

Abraham shared faculty concerns with the timing of OULN compensation. Howard explained the timing

P&T

Willan shared that the RHE P&T form does not align with the Provost expectations. The information will need updated for future terms. Willan also noted that department letters are expected, even for Group II promotion dossiers. The department letters need to be included in the information that is reviewed by the committee, before dean review.

Merit Pool

Abraham asked how to consider the merit pool since there wasn’t one last year. Willan shared that the Provost’s office will provide some guidance, but deans can use the last two years in their consideration.

Spanish Courses

Pennington shared concerns meeting faculty load in Spanish. She is hoping other campuses can participate in OULN offerings.

ComDoc Confidentiality & Fax Quality

Smith raised concerns with using ComDoc for faxing, particularly in cases where confidential information is sent to an email that has been forwarded due to staff absence. Howard asked Smith to forward the concerns and said she will raise them with OIT.

Campus Security

Willan contacted Chief Powers to get an update on campus security standards. He will continue to solicit information and will share updates as they are available.

BOT

The deans will cover the BOT meeting.

Skype for Business

Reminder: the Zoom contract ends at the end of December 2018. The deans are encouraged to download Skype for Business.

Other

Pennington and Webster will attend NABCA. Abraham, Pennington, Smith, and Webster will attend RBCA.

Willan and the deans expressed their condolences to the Southern campus for Dr. Jarrett’s passing.

*3:00 Adjourn*

*Upcoming Events:*

March 22-23 Board of Trustees Meeting

April 3 RHE Deans Meeting

April 6 RHE Leadership

April 11-14 NABCA

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

April 17 RHE Deans Meeting

May 1 RHE Deans Meeting over Zoom

May 5 Commencement