**RHE Deans Meeting**

**August 15, 2017 | 10:00am – 2:20pm | Baker 226**

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

*10:00 – 2:20 Updates and Discussion Items*

Dean’s Council and EVPP Meeting

The deans and EVPP discussed campus safety information and initiatives. An online learning proposal will be presented to the Board of Trustees; more information will be shared once available. The new faculty orientation is Monday, August 21; Willan will again provide an overview of the regional campuses.

State of RHE

Willan will present the State of RHE on August 24 over OULN. The meeting will be recorded and made available to faculty and staff who are unable to attend.

Presentation to Faculty Senate

Willan has been invited to present on regional campuses to the Faculty Senate in September. The deans will provide student success stories to Howard by the start of fall semester.

Budget

Howard provided information regarding the timelines FY 19 Budget Planning. The deans discussed campus budget planning meetings and processes. The deans discussed approaches to online course scheduling for RHE and the relationship to budgeting. Per request of the deans, the RHE office will use the fall 2017 online course schedule to model different options for discussion in early spring.

ComDoc

Howard provided the deans with an update on the current and planned ComDoc contracts. Each campus will receive analysis on current copier use and cost.

Enrollment

Howard reviewed updated headcount and FTE information with the deans. IR reports provide year-to-date comparisons for each campus.

Financial Systems Enhancement FSE / COA

Howard reminded the deans that the changes to financial reporting and the chart of accounts is in development. The changes will provide greater data details, which will be able to help inform decisions. The “go live” date is November 2017.

Human Resources

Please reach out to Howard for comparative information prior to making salary offers. Howard will be asking each campus for current offer letter templates to review for consistency. Tuck noted that the School of Nursing has asked that the offer letters for nursing faculty include more detailed information on background checks. The replacement of EMS will occur this fall.

The deans discussed how summer hours are currently in use on each campus. Each campus must ensure that standard university operating hours are maintained: Monday-Friday, 8am-5pm, unless campus or center standard operating hours are adjusted by the dean. The options for summer flex hours are in university policy and should be referenced for any campus implementation.

RHEFDC Response

Willan will share information with the deans before providing the formal response, based on prior dean discussions, to the recommendations of the RHEFDC proposal. Webster asked if RHE has any faculty learning communities and wondered if it might be something to consider; Tuck and Smith provided examples of faculty learning communities that have existed in the past.

Presidential Inauguration

Howard shared that the inauguration will be the week of October 16th and will include a week of themed events. The actual inauguration will be Wednesday, October 18 and will be live streamed to the regional campuses. The deans should let Howard know if they plan to attend the event in Athens or if they will watch the live stream with their campus communities. The deans were asked to let Howard know a contact point for all information related to the inauguration who can help spread the information throughout the campus.

Box File Sharing

Howard reminded the deans that the university will move to a new file sharing system in December 2018. In the meantime, Box is used to share and distribute reports and information across the regional system. Access to information in the various folders is based on role and responsibility. Please let Howard know if there are others on campus who need access to various types of information.

ECE Teacher Candidacy

Anderson shared with the deans an update on the discussion among the regional campus faculty.

*1:00 Ross Bay, CRM Operations*

The deans met Ross Bay, the new Assistant Director of Regional Campus CRM Operations. Anderson and Katie Troyer provided an update on the regional campus implementation of Slate.

*1:10 Landen Lama, Student Senate President*

Landen Lama reviewed the change to Student Senate that will begin including regional campus representatives. The Student Senate will begin with a regional student committee, which will migrate to a Regional Commission by the end of the academic year. Lama will continue to keep the deans updated on structure and opportunities through Student Senate. Lama requested that any regional campus student government group be referenced as Student Senate. Lama will schedule visits to each regional campus and host student roundtable discussions: 9/7 at Eastern, 9/21 at Southern, 10/5 at Chillicothe, 11/2 at Zanesville, 11/16 at Lancaster. He would like regional campus Senator names by September 7. The deans should forward selections to Anderson.

Computer Replacement Cycle

Tuck shared that the Chillicothe campus does not have a current computer replacement cycle; however, they are developing a replacement strategy. They will be reaching out to other campuses to get ideas that will inform the strategy. The other campus deans shared that they generally use a 4-5 year cycle, though not necessarily for *all* computers. Smith shared that improvements to computer hard drives have significantly improved performance at a reduced cost compared to total replacement.

CC+ Legislative Updates

Anderson provided an update on the results of H.B. 49 and CC+ regulations. Anderson and Rob Callahan will host the annual CC+ Workshop with regional student services staff on Thursday, August 17.

PAW Compensation

Webster noted continued questioning regarding the contact vs. credit hour payment policy for PAW courses. The deans discussed the posed question and affirmed the approved policy.

OULN Travel

Smith asked about OULN travel stipulations: number of trips, personal vs. university vehicle, etc. Howard reviewed the current policy with the deans, which does not dictate maximums but expects arrangements to be determined prior to the start of the course. Willan noted an expectation for a minimum of one visit per course. The deans suggested the associate deans add some clarifying language to the current policy.

Other

Dates need to be set for the promotion and tenure faculty workshops.

*2:20 – Adjourn*

*Upcoming Events:*

August 21 New Faculty Welcome (Athens)

August 22-23 BOT Meeting and Retreat

August 24 State of RHE

August 30 RHE Deans Retreat, OU Inn

September 4 University Closed – Labor Day

September 5 RHE Deans Meeting over ZOOM

September 15 RHE Leadership Meeting

September 19 Dean’s Council and EVPP’s Executive Staff Meeting

September 28 IUC Regional Deans Meeting

October 3 RHE Deans Meeting over ZOOM

October 16 – 20 President’s Inauguration Week

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

October 18 Presidential Investiture Event

October 19 & 20 BOT Meeting