**RHE Deans Meeting**

**August 30, 2016 | 10:30 am – 3:00 pm | Baker University Center 226**

Attendees: Willan, Pennington, Anderson, Abraham, Tuck, Smith, Davis, Howard (*late*)

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

Athens Academic Leadership Debrief

Budget processes and timelines were discussed today; new information has been shared across the university community. The goal is to provide better, earlier information to units. Willan noted that 2017-2018 will be a biennium year, which will impact the ultimate budget information. Digital Measures is being considered (central, university-wide resource) as a tool for faculty to upload vita information; Arts & Sciences, Business, and Engineering currently have faculty using it. More discussion will occur before a final recommendation or decision is made. Senator Faber stated that because institutions were so successful at meeting the 5% reduction challenge, an additional 5% reduction has been suggested. The Chancellor and Wayne Struble have spoken with Ohio State University regarding fees within certain academic units; the increase was not permitted. It is anticipated that the next state budget will not permit tuition increases. Human Resources noted there will be a change in local tax withholding processes: more information will be forthcoming. Oracle Self-Service will go live for new hires on September 15. A review of the current performance management process is underway and will be piloted soon. Non-qualified, deferred compensation will be adjusted in such a way to eliminate issues that result from the current process.

BOT Debrief

The BOT has requested updated language regarding plans for the Dublin extension campus. OHIO for Ohio was discussed, including a review of use of university resources and perceived statewide competition. The efforts of the regional campuses to work together in a collaborative, systematic manner was highlighted and positively reviewed.

CC+ Update

Anderson shared a number of updates for College Credit Plus: enrollments are down across the regional campuses; there are fewer than half of the courses offered in the high school location when compared to fall 2015. There were a few issues going into fall with courses taught in the high school, all have been resolved or are being addressed. Institutions have not yet received all revenue from 2015-2016.

Education Enrollments

Anderson recently met with representatives in the Patton College of Education to discuss enrollment restrictions and issues in teacher education courses. As a result, updated information on course permission slips, teacher candidacy processes, and transfer credit processes will be developed and shared with the campuses. Representatives from the Patton College will also attend the October A&R meeting to share information and answer questions.

Advocacy

Willan reminded the deans to have a campus-created information graphic for the regional campus day at the statehouse. Smith noted that it would be helpful to get more information, possibly from Institutional Research, regarding data on first-generation college students and pell-eligible students. Willan will reach out to Barbara Wharton to gather this information, for RHE collectively and for each campus.

P&T Timeframe and Process

Abraham noted there are some inconsistencies between instructions and guidelines for P&T. Willan said that the guidelines should be updated as appropriate.

First to Second Year Retention

Tuck noted the Chillicothe campus leadership group recently reviewed their first to second year retention rates. Can Starfish be used to help better understand why students are not retaining?

CE/CEUs

Continuing Education is now running through IT on the Southern campus. The campus is partnering with a new group, Condensed Curriculum International, on new non-credit opportunities.

Ohio Valley Research Consortium

Abraham shared information with the deans regarding the potential to collaborate on grant funding for the Ohio Valley Research Consortium. He will be collecting information to support the areas identified for potential research collaboration. Interest or ideas from any of the other regional campuses should be forwarded to Abraham as soon as possible; a completed SWOT analysis must be submitted to the consortium by September 9.

Degree Plans

Pennington noted that the Southern faculty will be working to ensure structured degree plans will be developed for all students this fall. The goal is to increase persistence and degree completion.

OCTA

Willan reminded the deans that the Optimal College Town Assessment will be available in mid-September. The deans should share the information with their local communities, inviting participation.

Presidential Search Process

Tuck will be meeting with the Presidential search committee for the first time on August 30. The group will work closely with the identified search firm. An open forum will be hosted on the Athens campus on August 30 to collect feedback, ideas, and concerns from the university and local community. Tuck will provide regular updates as available.

Faculty Development Committee

Willan shared that the Faculty Development Committee requested an extension, which was granted. The group has been asked to provide their recommendations in time for 2017-2018 implementation. Smith shared that the committee is working deliberately and making progress.

Constitution Day

Smith asked the other deans if developing and printing materials collaboratively for Constitution Day would be a more effective and efficient than managing it separately. Tuck shared that the Constitution Day event on the Chillicothe campus is handled by a history professor. The deans agreed that a collaborative approach would be good for future years.

Firearms Policy

Abraham noted that the Eastern campus has had several inquiries about the university firearm policy. Firearms may be locked in the trunk of a vehicle, but may not be brought onto the grounds or into the building. Campus policies must align with the Ohio Revised Code.

Bookstore/Cafeteria

The deans shared that the modified campus plans are experiencing differing levels of success. Auxiliaries will attend a deans meeting in September.

Scheduling Online Courses

Pennington asked about the coordination of online course scheduling and the conflicts created by online student swirling and limiting course offerings for specific programs. The deans discussed the increasing challenges created by an increasing online schedule. Willan suggested bringing in a consultant who can take a more comprehensive look at the schedule and needs. The deans generally support the idea of bringing in an outside perspective but want to vet it first. Pennington recommended also including OULN offerings in the review. Anderson reminded the deans of the conversations going on with Arts & Sciences regarding online and OULN collaboration, specifically for summer.

Associate Deans Meeting

Abraham asked the deans for any topics that should be added to the September 2 associate deans meeting. Howard recommended reviewing the faculty payment practices, policies, procedures to determine needs for update or revision. Willan asked for the associate deans to review the overload policy (1 per semester), the summer teaching policy, and the administrative overload policy. Abraham shared that OULN usage will be discussed, including the days/times when all rooms are in use; there may be interest in adding “portable” OULN room options. Willan asked that the ability to blended OULN and online options.

RHE Leadership Committee Membership

Willan shared that the RHE Leadership sub-committee membership will be forwarded to the group soon. The initial message will include their charge.

Meeting Schedule for AY17

The deans reviewed the proposed RHE deans meeting schedule for AY17. The updated locations will be added to calendars by Kim Hayden.

Campus Volunteers

Pennington asked about the ability to have volunteers on campus, i.e. to help with a special on-campus program or student activity. Smith said he has confirmed with Legal Affairs the ability to have ad hoc volunteers on campus. Howard noted there may be issues with volunteers assisting with athletics; we should get confirmation from Legal Affairs.

Finance & HR

Howard provided the deans with an overview of FY17 and FY18 financials: enrollment, FTE, and remedial state appropriation. Current enrollment and FTE show a deficit and loss; budgets will have to be adjusted further. Howard reviewed the credit card payment processes across the regional campuses and discussed options for updating or streamlining the process. The deans will discuss the information with their campuses. It will also be discussed at the next A&R meeting. Howard reminded the deans of upcoming customer service trainings. IR enrollment reports were made available to the deans through Box; the associate deans and student service directors will be added to the folder so that consistent data can be used and considered. Howard and the deans reviewed changes to FLSA planning. Howard and the deans reviewed the background check for new hires policy in place for all regional campuses; the processes used for each campus will be discussed at a future meeting. The deans discussed the faculty pay schedule.

Other

The deans were provided a copy of *Lesson Plan*, the academic reading assignment for university leaders for 2016-2017.

*3:00 – Adjourn*

*Upcoming Events:*

September 13 RHE Deans

September 27 RHE Deans

October 7 RHE Leadership Meeting

October 11 Athens & RHE Deans

October 14 IUC Meeting

October 20-21 Board of Trustees

October 25 RHE Deans

November 4 Foundation Board Meeting

November 6 Athens & RHE Deans

November 22 RHE Deans