

## **Arts and Sciences Executive Committee**

### **April 10, 2009**

**Members Present:** Kenneth Andrien, Stephanie Bernhardt, Ralph Boerner, Malcolm Cochran, Eric Drake, Lesley Ferris, Avner Friedman, Rick Herrmann, Joan Leitzel, Matthew Misicka, Matt Platz, John Roberts, David Sweasey, Gifford Weary, John Wenzel, Judy Wu.

**Visitors:** Brad Harris and Ann Rottersman.

- I. Welcome and Introductory Remarks:
  - Recognized Ralph Boerner who received the university's Faculty Award for Distinguished University Service.
  - Extended well wishes to Dick Gunther who is recovering from surgery.
  
- II. Business Process Redesign Project:
  - The steering committee has met five times with a focus on two themes: 1) how to best organize in order to accomplish the stated goals and 2) establishment of key decisions that need to be made.
  - Six working groups have been formed and chairs have been designated for each. Each group has broad representation across arts and sciences and from outside arts and sciences in order to ensure the goals of the group are best achieved. In addition, each group includes a member of the steering committee in order to ensure continuity of goals and outcomes. The six groups are charged with the following tasks:
    - Establishing communication within arts and sciences and to our key constituents across the university regarding progress and in order to solicit feedback.
    - Human resources work roles and the function of the business services center in relation to human resources functions of the department.
    - Fiscal work roles and the function of the business services center in relation to fiscal functions of the department.
    - How to network the business services center and departments to operate effectively and efficiently and how to use technology to automate processes that are currently done on paper.
    - Set up of facilities necessary for the creation of a business services center.
    - Determine which metrics to use to measure progress and success over time and develop a balanced scorecard.
  - The following three decisions have been made to help frame the work ahead: 1) there will be only one business services center which will conduct both HR and fiscal functions, 2) process changes will be implemented according to function (e.g., payroll) rather than by department, and 3) working group recommendations should include areas that are primarily earnings units or research centers.
  - Feedback and questions were invited.

III. Next Steps Toward Rules Changes:

- Several meetings have been held about the process for making changes in University Rules to align the rules with the restructured Arts and Sciences, including one meeting with university legal counsel. The determination is that these kinds of changes can be considered an “alteration” which consists of consolidation and reconfiguration of existing units
- The plan is to prepare a short summary of the organizational structure that is intended for Arts and Sciences, ask for approval of that goal at the several levels of approval needed, and then let the University Senate Rules Committee identify the specific rule changes required in order for the goal to be achieved. Action on the specific rule changes would follow agreement on the more general description. Toward that end, the Executive Committee discussed the following language:

*Arts and Sciences Organizational Structure -*

*The College of Arts and Sciences comprises Ohio State’s programs in the arts and humanities; the biological, mathematical, and physical sciences; and the social and behavioral sciences, as well as the interdisciplinary programs across these areas. The Executive Dean for Arts and Sciences and Vice Provost has responsibility for strategic planning, for budget/resource allocation, for providing advice and counsel to the provost on promotion and tenure within the arts and sciences, and for representing the interests of the college within and outside the university. The Office of the Executive Dean provides undergraduate advising, career services, and diversity services for Arts and Sciences, and administers many undergraduate interdisciplinary majors and minors.*

*The College of Arts and Sciences has three divisional deans each with college-wide responsibilities and also with distinct responsibility for overseeing the units and programs in one of the divisions (e.g., in arts and humanities, or in biological, mathematical, and physical sciences, or in social and behavior sciences). In the second of these roles the divisional dean oversees undergraduate course and program development, the recruitment and retention of a strong and diverse student body, the recruitment and retention of a world class faculty, the shaping of the research emphases, and the operation of an effective development effort.*

- Under this description the divisional deans would have dual roles, one being across Arts and Sciences and the other being oversight for one of the three divisions. It was noted that graduate programs are not referenced in the above description because the Graduate School and graduate committees have responsibility for these programs. After discussion, the committee

agreed these concepts were acceptable. Another document will be prepared to present the role and importance of the arts and sciences within the academy and the rationale for the new organizational structure at Ohio State. All these ideas will also be reviewed with the Arts and Sciences Faculty Senate later this spring.

IV. Issues Related To Executive Dean Candidate Interviews:

- Ken Andrien is facilitating the discussions of Executive Committee members with the candidates for the Executive Dean position. He led a discussion with the committee about their process for interviewing candidates.

V. Highlights from Biological, Mathematical, and Physical Sciences:

- Matt Platz presented an overview of Biological, Mathematical, and Physical Sciences including comparisons with other colleges based on numbers of faculty, staff, student employees, departments, schools, center/institutes, museums/galleries, and amount of general funds.
- Mergers and reorganizations, joint appointments, buildings, and money flow were discussed.
- Reviewed pre-tax income by source in CBS and indirect cost recovery history in MPS.
- Noted that although there is no biology department, biology is the largest single undergraduate major on campus with almost 2,000 students in autumn 2008. The large number is in part due to a high number of students who are preparing for health related careers. Biology majors take more classes in MPS than in CBS.
- Provided data on the number of women and minority undergraduate students in CBS, and both CBS and MPS enrollments in 100- and 200-level courses.
- The greatest fluctuation in MPS enrollment and consequent impact on the MPS budget has occurred in the pre-CIS major. Enrollments in this major decreased significantly beginning with the change in the computer information industry in 2001.
- Shared information on CBS and MPS retention and graduation of undergraduate students, current student fluctuations in and out of the colleges, enrollment by department for graduate students in CBS, and graduate students data for those enrolled in MPS.
- Reviewed retention initiatives, STEM education initiatives, TIE updates, updates on the MRSEC and MBI national centers, undergraduate achievements, faculty awards and recognitions, national ranking of graduate programs, and strong relationship of BMPS programs in universities highly ranked by USNWR.

VI. The executive dean requested agenda items for the next meeting scheduled to take place at 3 p.m. on Friday, May 8.