

Arts and Sciences Executive Committee

February 13, 2009

Members Present: Stephanie Bernhardt, Ralph Boerner, Malcolm Cochran, Eric Drake, Lesley Ferris, Avner Friedman, P. Chris Hammel, Rick Herrmann, Joan Leitzel, Matthew Misicka, Matt Platz, John Roberts, Gail Summerhill, David Sweasey, Giff Weary, John Wenzel, Judy Wu.

Visitors: Diane Dagefoerde, Brad Harris, Brian Keller, Ann Rottersman.

I. Welcome and introductory remarks:

- This past weekend the Museum of Biological Diversity held its annual open house. The exhibits were impressive, the students and staff who served as interpreters were very engaging, and the event was well attended by all age groups.
- Chemistry and Biochemistry have voted to explore implementation issues related to a potential merger of these two departments.

II. University Budget Picture:

Governor Strickland's budget for the next biennium has been submitted to the legislature. It provides for no reduction in the state share of instruction (SSI), although there are line item reductions that affect programs in FAES, Medicine, the John Glenn School, and other units outside Arts and Sciences. The expectation is that if SSI is not cut in the legislative process, the university will not increase tuition for resident undergraduates next year and will limit resident undergraduate tuition increases the following year by 3.5%. The governor's budget makes assumptions about the level of funds Ohio will receive through the federal bailout package and about the state's economic condition over the next two years, and, of course, those assumptions could prove wrong. Even so, the university is grateful that the governor has recognized the critical role high quality higher education plays in the future economic recovery of the state and that he has attempted to protect public universities from damage over the next biennium.

Recognizing that it may be several months before Ohio State knows the level of state support for FY10, Arts and Sciences will attempt to maintain maximum flexibility. All nonessential hires are currently being delayed and reductions taken in travel budgets and hotels and meals budgets. This spring Arts and Sciences will develop a budget model that assumes flat revenue, one that assumes a 5% decrease, and one that assumes a 10% decrease, although the hope is that none of these will be needed. We are pleased that Arts and Sciences enrollments are up this quarter. ACT and SAT scores for students admitted for autumn quarter 2009 have increased again. The expectation is that the Board of Regents will implement a revised SSI distribution model in the autumn, a model that replaces course enrollments with course completions in the formula. This change is seen as positive for Ohio State, Columbus campus. At this time, we expect to remain vigilant and to be prudent in our decisions,

but we see no reason to adjust our program goals or to slow down actions essential to the long term strengthening of Arts and Sciences programs.

III. IT Services Survey and Next Steps:

Diane Dagefoerde and the three division IT representatives, Brian Keller, Tim Smith, and David Sweasey, have been working together with the Arts and Sciences IT community to respond to questions posed by the deans earlier autumn quarter: What is working now, what is not, where are changes needed?

The first step in addressing these questions was to gather information on the range of technology support services provided by 20+ Arts and Sciences technology support units. An informal survey was conducted in December 2008. The results provided an overview of what is working well currently, where the main challenges lie, and the types of solutions that would be most helpful.

An important point of clarification was made: centralizing IT at the Arts and Sciences level is not a goal of this process. The primary goal is to identify common technology problems and effective strategies to address those problems.

The second step in addressing the deans' questions involves gathering more detailed feedback from the IT managers and Arts and Sciences faculty, staff, and students. This feedback is being gathered via a series of focus groups which are currently underway and will continue into early spring quarter.

The Arts and Sciences Technology Roundtable web site <http://techroundtable.asc.ohio-state.edu> has been established as both a clearinghouse of information about the survey, the focus groups and related technology matters, and a channel of communication to gather input from the Arts and Sciences community.

Committee members were asked to identify people who should be part of the Arts and Sciences IT conversation. It was suggested this should include research lab directors and IT managers at the departmental level as well as department chairs and departmental technology committees. Committee members were asked to forward additional ideas on focus group formation to Diane Dagefoerde.

There will be a focus group report to the deans in the spring.

Diane also provided an update on activities happening in the Office of the CIO and its five-year strategic plan. The CIO's office has established an Advisory Community as a way to solicit feedback on projects included in its plan. Many faculty and staff

from across Arts and Sciences participate in the Advisory Community quarterly meetings.

The Advisory Community also includes an Executive Advisory Committee, a body designed to help prioritize and sponsor projects in the five-year plan. Arts and Sciences has a representative that serves on this group giving Arts and Sciences a voice in broader IT policy and priority decision making.

Discussion focused on the need to consider how policy decisions are made, how these decisions impact different constituencies, and the need to convey potential consequences to those making decisions at the university level.

IV. Navigator Recommendations:

- Navigator reviewed current process flows for fiscal and HR processes. They assessed volume of work, compared and contrasted processes across departments, and met with subject matter experts.
- They identified opportunities to standardize and streamline processes in order to create process efficiencies, to integrate business process functions, to eliminate non-value added processes, and to reduce costs.
- They created an organizational model that will serve as a standard for the university and will address issues associated with oversight, accountability, university policy, and internal control standards. They have also recommended management tools to evaluate the success of the changes.
- They have recommended the following: a co-located HR and payroll service center supported by 12-14 FTEs; a regionally based or co-located center for procurement/finance transaction-level activities supported by 8 FTEs for each of three centers; service improvements to be implemented within the next year; longer term recommendations for new technology solutions to take place over the next three years; and continuation of decision-making, budget authority, and reconciliation at the department level.
- A steering committee that will lead the implementation is being identified. The team will consist of five people from the divisions, two members of the Executive Committee, one person from university level business and finance, one person from human resources, and Brad Harris, Arts and Sciences Chief Administrative Officer, who will chair the committee.
- Navigator recommends that the implementation will take place in three phases. For the first phase, two to three departments from each division will serve as pilots beginning August 2009. Phase two will take place beginning October 2009 involving five or six departments from each division. Phase three will include all remaining departments and will begin December 2009.

- The financial benefits are significant with purchasing improvements alone saving an estimated six million dollars over the next five years.
- The number of FTEs in Table 1 of the Navigator Executive Summary was clarified. The 66 FTEs (full-time equivalencies) that are listed refers to over 200 staff positions (head count).

V. Arts and Sciences Awards and Grants:

- Committee members were asked to review the revised awards and grants document and to forward feedback. Awards and grants for graduate students have been moved from the Executive Dean to the division and department levels.

VI. Areas of Excellence:

- The Ohio Board of Regents has asked each of Ohio's 13 public universities to identify areas of excellence. The ultimate goal is to raise the quality of the state system by differentiating between the institutions and encouraging collaboration that will help to build strengths. Ohio State's response is being coordinated by the Vice President for Research and will be submitted in the late spring. There was discussion of some of the ideas that have already been proposed. Questions were raised about whether these areas collectively have too much of an applied emphasis; whether they fail to recognize Ohio State's role in scholarship, research, and graduate and professional education; and whether they consider the value of endeavors and opportunities that enrich culture and quality of life.

VII. Role of the Executive Committee:

- There was preliminary discussion about the role of the committee and how the meeting structure might best maximize consideration of ideas and provision for input. Committee members were encouraged especially to identify ways the committee can support connections across programs in the various units.