

# Minutes

Provost's Council  
April 1, 2008

The Provost's Council met at 8:30 a.m. on April 1, 2008 in the President's Conference Room.

Members present: Jeff Briggs, Chris Crawford, Tim Crowley, Cindy Elliott, Paul Faber, Dennis King, Debbie Mercer, Jerry Wilson (for John Ross), Steve Williams and Larry Gould

Members absent: None

Guest: Todd Powell

## A. Call to Order

Action: The meeting was called to order by the provost.

### **1. Decision Item**

Language for Completion of a Terminal Degree

Action: At least some of the deans were interested in providing a deadline date for degree completion until all those under the old system have been completed. Dr. Williams, in particular, would like to include a deadline on the contract because AACSB accreditation guidelines are clear that ABD faculty are only qualified for 3 years from the time they reach ABD status, regardless of the date they join our faculty.

Todd Powell said for those faculty in the bargaining unit, the way the MOA is written, we are obligated to pay a minimum amount of \$500 for terminal degree completion. We should not put a deadline in the contract. Instead, the deadline could be included in the letter of offer as well as the Annual Statement of Responsibilities. It could be specified in the ASR that completion of the dissertation is the 20% scholarly requirement. Then if the faculty member does not make progress or does not complete, that is the criteria to be used to make the case for dismissal.

The language will be adopted for use as submitted.

### **2. Discussion/Deliberation Items**

a) Noel-Levitz Priorities Survey for Online Learners/Analysis of FHSU Results for the 2007 NSSE

Action: Dr. Crawford gave a brief overview of the NSSE data. The response rate from seniors was drastically lower than in the past, and departments need to encourage students to complete the survey. Dr. Gould noted that the chairs need to be familiar with this data because President Hammond is taking it to his

meetings with the departments. Both Shala Mills and Carl Parker did an excellent job of making presentations to open discussion at their department meetings. Dr. Williams will provide Dr. Gould with a copy of Dr. Parker's presentation so that Dr. Gould can send out that one along with Shala Mills' presentation to all departments.

These surveys highlight some things that we are doing very well at FHSU, and these need to be highlighted on department webpages and in news releases. Parents and legislators are interested in this type of information. For example, INT received an outstanding award for its telecommunications program.

Dr. Crawford received the annual reports from Jane Rajewski in the Computing Center, and he will be sending out electronic reports to chairs and deans.

Dennis King gave a brief overview of the Noel-Levitz survey. The survey results in the past few years have been used to make improvements in the areas where challenges were identified, specifically in the areas of processes (i.e., Blackboard, TigerTracks). This year's survey results show improvements in these areas as well as student satisfaction. The challenges this year are mostly faculty-related.

Dr. Gould asked the deans to discuss the results with chairs and faculty. He asked Dennis King to provide a one-page summary of the last three years of data showing the strengths and challenges and to include a timeline that shows the critical issues that affected our processes (i.e., issues with MBS, major issues with Blackboard, implementation of TigerTracks, etc.).

b) International Faculty Development

Action: Tabled

c) Master's Program in a Box

Action: Tabled

d) Orientation Rites: Seal the Deal

Action: Tabled

e) Data-Based Decision Making for Retention

Action: Dr. Gould encouraged everyone to read the article. It contains some interesting information about student retention and the impact financial aid has upon retention rates.

f) Faculty Development

Action: Chris Crawford has not received the nominations from Arts and Sciences and the College of Business and Leadership. Both indicated they had not received any nominations.

g) Updated List of the Approved Concentrations and Degrees for the Partner Schools

Action: Dr. Gould asked Chris Crawford and Cindy Elliott to update this and get the final document to Cindy Cline to include on the next Provost Council agenda.

h) Language Proficiency for Graduate Students

Action: Dr. Gould noted the agenda item is actually titled incorrectly. This policy relates to all students, not just graduate students.

Dr. Faber drafted the policy and presented it to the IEMG members for discussion. After discussion, minor suggestions for changes were made.

i) Late Grades? Pay Up

Action: Florida State University is the only institution in the country that has a penalty assessed to faculty who turn in late grades, \$10 per grade for every student that is not turned in by the deadline! Dr. Gould is only interested in dealing with habitual offenders at FHSU.

j) Kentucky College Transfer Students

Action: This is the description of what is happening in other states besides Kentucky, including Florida and Texas regarding the difficulty transfer students are having getting into four-year colleges. This is an opportunity for FHSU to attract some of these students, and Dr. Gould has asked for \$10,000 transfer scholarships for these students. We currently have 12 students admitted from Texas. Casey Rackaway is working on a marketing plan for Florida students.

k) Language Related to Tuition and Fees

Action: This is related to the earlier discussion regarding "Ellis County Virtual College Students" and will be on the Cabinet agenda for discussion tomorrow. This is the proposed language for the policy.

l) Software Purchasing Process

Action: Dr. Gould asked the members to review this carefully as it will be on tomorrow's Cabinet agenda.

### **3. Informational Items**

a) Teacher-Scholar Online Journal

Action: This is a draft of the proposal and call for papers for a new journal. Hong Wang will step down as associate editor. Robert Rook, former History Professor and Chair at FHSU, has expressed an interest in participating and may serve on the editorial board or the advisory board. Dr. Faber suggested that the advisory board could use a better representation of the genders. Steve Trout plans to attend the AASCU meeting in July with Dr. Gould and also the presidents' meeting with Dr. Hammond to present the call for papers.

Dr. Gould noted that Todd Powell is meeting with AAUP today, and they will incorporate the new definition of the teacher-scholar into the MOA. Dr. Williams suggested this is more of a philosophy for the university. Merit, promotion, and other instruments should be reflective of the university's philosophy.

Dr. Gould noted that this is the 4<sup>th</sup> journal at FHSU which is excellent for an institution of this size.

b) Demographic Boom and Bust

Action: Dr. Gould is currently reading the full report. The report is excellent and should provide useful information for grant proposals.

B. Strategic Planning and AQIP: An Update

Action: None

C. Announcements/New Business

1) Sabbaticals -- The Sabbatical Review Committee approved 8 of 9 applications. Cheryl Duffy has withdrawn her application so that she can work with the international program for another year. We have \$30,000 available in sabbatical funds to hire replacements. Dr. Gould asked Chris Crawford to include the sabbatical process in the agenda for new chairs.

2) Internationalization Forum -- The draft was discussed at the Internationalization Team meeting yesterday. The dates have been reserved for the coming year. There will be a faculty competition for integrating internationalization into existing courses. Deans need to alert chairs and faculty now that this is coming up in the fall so they can begin thinking about ideas. Scott Anstadt and Andrew Novotorov will be added to the panel for Forum 6.

3) Ellis County Virtual College Students -- There is a proposal that will be discussed at Cabinet to charge in-state students on-campus or off-campus fees dependent upon the course type. Dr. Gould is opposed to the proposal. Keeping the fees the same for both on-campus and virtual courses for in-state students allows some who don't have a lot of money to stay in college while they work full-time jobs. He believes the proposal is a contradiction to our marketing theme of affordable success. It would also be interesting to see what the impact of rounding tuition to the nearest dollar would have upon revenues.

Dennis King is still working on the breakdown of the numbers. Of the 630 Ellis County students, about 130 of those are concurrent enrollment students.

Dr. Gould reminded the deans they are supposed to submit the data on which programs are not completely accessible to on-campus students.

4) President's Evaluation -- Dr. Hammond has asked Dr. Gould to attend his annual evaluation meeting with the Board of Regents on Wednesday. The

President has identified four possible performance agreement goals for next year: internationalization, retention, learner outcomes, and workforce development.

5) Ballots to Temporary Faculty -- Todd Powell reported that PERB will mail ballots to the full-time, temporary faculty eligible to vote in AAUP election. PERB has been provided with all of the mailing addresses (including for the international faculty in China) and will handle the election.

6) Commerce Bank -- Dr. Gould has been told by President Hammond that Commerce Bank will not sponsor an end-of-the year reception this year. The members suggested that the university host one instead.

#### D. Adjournment

Action: The meeting was adjourned at 12:30 p.m.

c: Dr. Edward Hammond  
Dr. Herb Songer  
Mr. Larry Getty  
Dr. Joey Linn  
Dr. Daniel Kulmala  
Ms. Chelsey Gillogly  
Ms. Casey Rackaway  
Provost's Council Secretaries

5/20/2008