

Minutes

Provost's Council

July 15, 2008

The Provost's Council met on Tuesday, July 15 at 8:30 a.m. in the President's Conference Room, Sheridan 306.

Members present: Jeff Briggs, Chris Crawford, Tim Crowley, Mary Meier for Cindy Elliott, Lou Caplan for Paul Faber, Micol Maughan, Kathy Dale for Debbie Mercer, Jon Armstrong for Dennis King, John Ross and Larry Gould

Guests: Tim Chapman, Harriet Caplan, Daryl Carswell, Jake Glover, Craig Karlin, Mike Lacy, Joey Linn, Mary Ridgway, Jackie Rupp, Kent Steward and Luci Williams

A. Call to Order

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

1. Strategy Item

Showcasing the Division of Academic Affairs for the Foundation

Action: Mr. Chapman provided additional details for the Foundation retreat and the academic affairs' participation. The date is August 28 with sessions from 10 a.m. – 12 p.m., lunch at the Robbins Center and then continues with sessions from 1:30 p.m. – 4:30 p.m. He would like to schedule the sessions throughout the day so all of the board members can attend all of them. Each session will be allotted with a timeframe of 45 minutes to one hour. There will be probably around 60 to 70 trustees including spouses attending the sessions. Mr. Chapman, then, gave a brief overview of the capital campaign which will begin in 2009. He asked the Council to provide the initiatives they will be asking for in the campaign. The Council will finalize the presentation at the next PC meeting.

2. Discussion/Deliberation Items

a) Degree Audit Update

Action: The Committee provided an update on the electronic degree audit system. They focused on showing the Council the “what if” scenarios. The features include the ability to determine how many hours a potential student needs to finish a degree if they have their transcripts on file or even if they are just shopping around. The Council recommended a feature be added to allow advisors to have access to the “what if” scenarios. The Committee will be starting on the advisor functionality of grade rosters, online photos of student, input of grades, etc.

b) Online Search Process Report

Action: The Council discussed their concerns about the new process report. Several changes were suggested to improve it. Current and projected staffing plans must be

attached to any initializing the search form and the letter of offer must be attached to part three of the form. If anyone has any questions when working with the process, they should contact Mike Lacy directly. Dr. Caplan informed the Council that next year it will be mandatory for all searches to be processed on line.

c) CTELT's New Faculty Online Resource

Action: CTELT has created a blackboard site specifically for new faculty. It demonstrates how to use blackboard, provides orientation to the campus and provides a discussion board. It is available to faculty before arriving in Hays. Mr. Glover will check with the Personnel Office to see if they want to be included on the site, make a presentation at an Academy of Academic Leadership session, and also have a beta-group test the site.

d) Program Certificates

Action: The University currently offers undergraduate and graduate certificates, professional development types of certificates and certification. We can standardize typography, wording, signatures, attachments, presentation, size, jackets and customized language if we want to do that to improve the quality of the product. The Council discussed the possibility of creating a template for certificates for the Academic Affairs area. Mary Ridgway and Kent Steward would like some type of consensus on the direction to go with these ideas. The provost is proposing the Division of Academic Affairs prepare a brief policy statement and set of procedures on standardization of certificates. A subcommittee was created to review the certificates and prepare a proposal. Kathy Dale, Tim Crowley, Jon Armstrong, John Allen and Mary Ridgway were selected to serve on the committee. Jon was appointed by the provost to serve as the chair. The deadline was set to have a proposal by the next PC meeting.

e) First Time Freshmen Listing

Action: The Council was asked to review the listing and send any corrections to Joey Linn.

f) Graduate Grade Appeals Policy Feedback

Action: This is a first reading of the policy and we will put it back on the next agenda for a final reading.

g) Fall 2009 Virtual College Allocations

Action: The provost said the allocation for fall 2009 is \$492,500 split among the four colleges based on last year's allocation. The president agreed to give the provost an additional \$100,000 but Dr. Gould doesn't know when the allocation will go into effect. The provost was instructed to provide each dean with their college allocation. He is trying to determine if he wants to use \$50,000 for fall and \$50,000 for spring. He may want to save all of it for spring. He will let the Council know of his decision.

3. Informational Items

a) Agreements with Shanghai Office Beijing Meephone Education Consultation, Fujian Normal University, Qiongtai Teacher's College, Northwest University of Politics and Law and Hangzhou Normal University

Action: Agreements as a result of the president's trip to China in June.

b) FY 2009 Budget Memo

Action: Everyone knows about the budget problem. The University probably will have a one percent rescission which can be covered by our rainy day funds. This means about \$400,000 has to be returned to the State if it is a one-time cut. If it is a permanent, then there are more problems. If it is \$800,000, the University can still cover it out of the rainy day funds.

c) Base Count for spring 2008

Action: The base count of students for spring 2008 was below 4000 which is the lowest in the history of the university.

d) Act on Performance Reports

Action: It is due today

e) Graduation Pledge of Social and Environmental Responsibility

Action: Informational item

f) Coalition of Private Colleges Touts Test, But 2 Studies Question Its Value

Action: Informational item

g) Higher Education Frontiers Excerpt

Action: It is good to know information if you are making a presentation.

h) Draft of Graduate School Reorganization Proposal

Action: Tabled until the next meeting.

B. Announcements/New Business

1) Tiger Transport – Costs will be covered by an action plan

2) Scholarship Program Proposal for 2009-2010 – There are some changes to the titles of awards and the practice of Academic Affairs awarding scholarships to students with an ACT Score of 16 or above.

3) Status of Students in China – If they are dismissed from our university, then they are not allowed to appeal. However, they can reapply for admission like any other students. If they are dismissed, we are going to tell them to take classes from Sdu-Kan and Rio Salado. The president discussed the possibility of working with the China government to build an elementary school and to support the school in the area of China that was hit by the earthquake.

4) Recruitment – Royall and Company was hired to find application leads of prospective students to attend FHSU. The company has used the techniques and approaches to uncover a whole variety of prospective students who, hopefully, will apply to FHSU. The provost asked it be shared with departments so they are aware of what is going on when the admissions counselors talk to them about the results report. In September, we are going to launch “Tiger advantage” to entice the 3500 interested students to apply to FHSU. The application fee will be waived to the students who respond to this advertisement. The targeted areas were: Sedgwick County, Kansas City, Colorado Springs, Denver, Nebraska and Dallas-Fort Worth areas.

5) Seating for Gross Memorial Coliseum - We will lose about 360 for Commencement ceremonies.

6) The KBOR will visit campus on September 21 and 22. You may be asked to participate in the dog and pony show.

7) Paid internship rule – The University is required to write a policy about paid and/or unpaid internships for students. The academic deans were asked to determine how many departments have paid or unpaid internships. This will be put back on the next agenda for discussion.

8) The provost thanked the Council for all of their support of the American Democracy Project at FHSU.

9) The University has been selected as a deliberative polling site for Election 2008.

C. Adjournment

Action: The meeting adjourned at 12:40 p.m.

c: Dr. Edward Hammond
Dr. Herb Songer
Mr. Larry Getty
Dr. Joey Linn
Dr. Kenneth Trantham
Mr. Tyler Hughes
Ms. Casey Rackaway
Provost's Council Secretaries