

# Minutes

Provost's Council  
May 20, 2008

The Provost's Council met on **Tuesday, May 20 at 8:30 a.m.** in the President's Conference Room, Sheridan 306.

Members present: Jeff Briggs, Chris Crawford, Tim Crowley, Cindy Elliott, Paul Faber, Dennis King, Debbie Mercer, Carl Parker, John Ross, and Larry Gould

Guest: Joey Linn

## **A. Call to Order**

The meeting was called to order by the Provost

### **1. Strategy Item**

Planning to Plan: Policy Alignment and Strategic Themes

Dr. Gould wants to align policies so that they drive our strategic themes. We need to begin work on Virtual college procedures. He asked the deans to brainstorm and provide Cindy Elliott with potential topics for policy formation.

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

#### a) Planning Meeting

Action: Cindy Cline will schedule a luncheon at the Country Club for all members.

#### b) Grades

Action: Joey Linn distributed a listing of missing grades as of this morning (page 1). Page 2 shows all the faculty who did not have their grades completed by noon. In some cases, faculty forgot to hit "enter" and so their grades were not actually recorded in the system.

#### c) Diploma Notations for International Partners

Action: Joey Linn distributed copies of the final document discussed at the last Provost Council meeting regarding diplomas for international partners. Dr. Gould distributed copies of the authorized degrees and majors for FHSU and copies of the position paper "Converging Degree and Diploma Titles." Dr. Gould approved the May 12, 2008 memo clarifying the degree/major offerings for the international partner schools.

#### d) Analysis of Factors Influencing FR Grade Point Average in 2005, 2006 and 2007

Action: The data seems to indicate that the more concurrent enrollment hours a student brings in, the higher the fall GPA, and the more AP hours a student brings in, the higher the fall GPA. The more hours enrolled in during the fall semester, the higher the GPA. This flies in the face of our advising! Chris Crawford wants to do a series of articles on this but wants to know what other factors should be included. Dr. Parker will provide a model for him.

e) Performance Agreement

Action: Dr. Crawford reported that the 2007 performance agreement was approved. President Hammond wants to include a campus-wide health improvement goal in the performance agreement for the coming year.

f) Background Checks/Weapons Policy

Action: FHSU will implement a background check policy for all new hires as well as a weapons policy. The weapons policy will include a procedure for students to register their shotguns before hunting season. Information will be forthcoming as the policy and procedures are developed.

g) Policy for University Support of FHSU Faculty Seeking Terminal Degrees

Action: We need to develop an application form and a policy statement. All we currently have is the "loan agreement." Dr. Faber would like to hire new faculty with the expectation that they would be eligible for the tuition assistance, and that needs to be built into the policy and procedures.

h) Preferential Scheduling for KAMS

Action: In order to get the KAMS students into the classes they need, we may have to register them early. President Hammond has indicated he is in favor of preferential scheduling for them. Dr. Mercer will work with the other deans to work out the details.

i) Personal/Social Responsibility Outcomes

Action: Dr. Gould asked the members to review the article.

j) Minnesota's Online College in High School

Action: Dr. Gould asked the deans to look at this in terms of concurrent enrollment and teacher education.

k) Approve Request for Extension Programs in KC Metro-ESU

Action: We have an opportunity to offer programs in the Kansas City Metro area. Cindy Elliott would be able to assist in locating space to offer courses there. Dr. Gould also noted that President Hammond approved a position to staff the Denver office.

l) Report on Transfer Students to All Kansas Community Colleges

Action: The FHSU report is being sent to all community colleges. We will develop a template like WSUs so that the data can be standardized.

m) MLS in Hong Kong

Action: Cindy Elliott reported that the MLS degree has been approved in Hong Kong. She will take that information back to Joey Linn to make sure it is included on the degree information for our partner schools. Dr. Gould will need to approve the final document.

n) Graduate Appeals Policy

Action: Dr. Gould said it is unclear what the role of the academic dean is in this process the way the policy is currently written. The instructor or the Provost has the authority to change the grade. Dr. Crowley will draft a policy/procedure statement specifically for grades.

o) International Travel

Action: President Hammond approved the action plan for international travel for faculty in the amount of \$20,000. The Faculty/Staff Development Committee could be responsible for making recommendations on requests for funds. A subcommittee of the Internationalization Team or the Research Environment Committee could be responsible.

### **3. Informational Items**

a) Performance Audits

Action: Larry Getty will coordinate the performance audit for FHSU. Individual faculty may need to be involved in the collection of information.

b) Kansas Higher Education Budget

Action: The budget will provide for a 4 percent salary increase for bargaining unit members. Attachment J discusses a plan for the development of a unified budget request for FY 2010 which will be forwarded to the Regents for approval. As departments develop action plans, they need to keep this strategy in mind.

c) New programs

Action: Dr. Gould said we need to be sure to market new programs to our students. Student Affairs is willing to send out an email to students advertising new programs.

d) Merit evaluations

Action: Dr. Gould has reviewed many of the merit evaluations. Some departments have procedures in place to conduct their evaluations, and others do not, resulting in very inconsistent evaluations. Departments do have the flexibility to distribute dollars rather than percentages. We need to develop a policy statement and procedures for merit evaluations.

e) 7 Revolutions

Action: Dr. Gould asked the members to review the article. We may incorporate some of these ideas in the freshman first-year experience. The ideas should also be incorporated into our teacher education programs. Civic engagement experiences could be one way to bring together these ideas with teacher education majors (both elementary and secondary). Dan Kulmala will pilot a course incorporating the Epsilon project.

f) StraighterLine

This initiative was launched on May 15. We will admit and register students and assign grades. Carl Parker, John Ross, Robert Moody, and Lane Young were on the committee. Students can be referred to the website: [www.straighterline.com](http://www.straighterline.com).

g) College of Business Dean Search

Action: Dr. Gould reported that Chris Crawford will serve as the Interim Dean of the College of Business and Leadership for one year. A national search will be conducted. Reorganization of the departments is being done. Information Networking and Telecommunications will be combined with Management Information Systems. Business Education, Business Communication and Office Technology will move to the Department of Management and Marketing. Accounting will move to Economics and Finance.

AACSB accreditation is moving forward. We need to make sure that we have academically qualified faculty.

**B. Announcements/New Business**

None

**C. Adjournment**

Action: The meeting adjourned at 12:15 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