

**MINUTES**  
Provost's Council  
December 1, 2009

The Provost's Council met on Tuesday, December 1, 2009 at 8:30 a.m. in the President's Conference Room, Sheridan Hall 306.

Members present: Mark Bannister, Jeff Briggs, Chris Crawford, Art Morin for Tim Crowley, Cindy Elliott, Paul Faber, Dennis King, Debbie Mercer, John Ross and Larry Gould

Guests: Casey Kelch and Suzanne Klaus

**A. Call to Order**

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

**2. Discussion/Deliberation Items**

b) Student Absences

Action: This is the policy we currently have on student absences. The Council was asked to review it and think about whether we want to change it.

d) Adjunct Positions

Action: It is one of the most powerful articles the Provost has ever seen. It has to do with the promotion of academic integrity and quality in online coursework. Regent Gary Sherrer has created a task force to discuss distance education and how we can do more with it. This will level the playing field even more if all of the state universities are offering a number of off-campus courses. The academic quality and academic integrity will distinguish our programs from other universities offering online courses.

e) Perks/Privileges for Being a Special Adjunct Professor

Action: The Council was asked to think about this item for further discussion at the next meeting.

f) Marketing Research Interest

Action: Informational Item.

h) Prior-Learning Assessment

Action: Informational Item.

i) Virtual College Retention

Action: If you look at the data, the University is doing well if the "U"s are removed. We have a retention rate of around 90 percent in all of the courses.

j) Sustainability Planning

Action: Kansas State University is offering an annual conference on sustainability. The Provost is willing to support the expenses of two faculty to attend. The deadline is December 21 to provide names to the Provost.

k) Course Transfer Process

Action: We allow them as functionally acceptable by the program but not necessarily the corresponding department. We accept that general education requirement as being met when students transfer hours from a regional accredited institution even if they are tri-semester courses. The Council adopted the two proposed procedures. It will be placed in the Faculty and Unclassified Staff Handbook.

**4. Information Items**

a) Reports from AEI Conference

Action: Important point about the conference. Collective papers can be found at the URL if anyone wants to take a look at them. They are very good.

b) Five Things to Learn from China

Action: Interesting article for those who work with China.

c) Facebook Ad Campaign

Action: The Provost is taking advantage of the Web 2.0 technology, by using Twitter right now. He included the notes from Casey on what can be done with Facebook to recruit and retain students.

d) Employee Productivity

Action: It is an informational item about employee productivity and how you can work employees too much.

**B. Announcements/New Business**

1) Discussed the IPEDS report. Dr. Crawford was asked to apply NSSE data to the IPEDS report.

2) Distributed final NSSE charge. We want to work on tactics to help our students to understand and report culminating experiences and other information on the NSSE survey.

3) Discussed the College Portrait which provides a voluntary system to profile universities. This is an opportunity for us to show our transparency and accountability.

4) Data security for departments was discussed. We need to schedule a session with the Academy of Academic Leadership to review the document. There will be a workshop for chairs to cover this material.

5) The Provost has an opportunity to use the Prairie Fire Lodge facility for a strategic retreat. He asked the Council to think about whether they want to use it or not. Dr. Gould is looking at a retreat in September. It is located in Maple Hill, Kansas.

**C. Update on FHSU Website - Casey Kelch and Suzanne Klaus**

Action: Casey and Suzanne reviewed and discussed which sites are completed and which ones are not done now but will be ready for launch by December 21. The directive to the Council was to review their website, upload the content from the old site and add any initiatives in the spring semester. The deadline for uploading the sites is December 11.

**D. Adjournment**

Action: The meeting adjourned at 12:50 p.m.

c: Dr. Edward Hammond  
Dr. Tisa Mason  
Mr. Larry Getty  
Dr. Joey Linn  
Dr. Jeff Burnett  
Mr. Brad Stramel  
Ms. Casey Kelch  
Provost's Council Secretaries