

Minutes

Provost's Council

January 27, 2009

The Provost's Council met on Tuesday, January 27, 2009 at 8:30 a.m. in the President's Conference Room, Sheridan Hall 306.

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

Guests present: Edward Hammond and Joey Linn

A. Call to Order

The meeting was called to order by the Provost.

1. Strategy Item

Intensive Management: Budget/Growth Initiatives meeting has been scheduled for January 28, 2009 at 10 a.m.

Action: The Council talked about the budget cuts, growth and tuition.

2. Discussion/Deliberation Items

a) Setting Up New Accounts for Faculty

Action: There were some suggestions to the memo which the Provost's Office will follow up on and it will be sent out in the very near future.

b) Senior Survey

Action: Currently, the Office of the Dean of Arts and Sciences has distributed the senior survey on a yearly basis. There are two parts to the survey—general education questions and overall satisfaction with the University. The overall satisfaction component will be turned over to the Assistant Provost for Quality Management Office to administer to students. This is a good time to reconsider the instrument and make any changes if needed. The purpose of including this on the agenda is to solicit any changes from the Council. It is going to be online through TigerTracks just for seniors but Dr. Crawford hopes to also use the instrument for all students. It was suggested creating an administrative calendar that lists all types of data collection we do on campus and when the results will be sent to the appropriate administrators.

c) Summer and Fall Enrollment Procedures

Action: The Enrollment Management Committee reviewed the enrollment schedule and made changes to accommodate the deans' requests. The Council agreed to the changes and asked Dr. Linn to go forward with it.

d) Photo Rosters

Action: It was suggested there be a voluntary process to ask Virtual College students to send in a picture of themselves which would be sent to the data warehouse where the pictures could be uploaded to the corresponding classes. The Council agreed to continue to provide photo rosters for on-campus students and to explore an alternative on how we can include Virtual College students in the mix. It was suggested exploring options during the summer time.

e) TigerEnroll Approvals

Action: Dr. Crawford informed the Council he talked to the Enrollment Management Committee and based on this conversation, the number may be a little high but there is no way to confirm it. The Provost is concerned about the customer service we are providing to our students. The Council was encouraged to let the Committee know if there are functionality problems with TigerTracks that can be changed to help the chairs facilitate enrollment.

f) Term Schedule for the Virtual College with each Term Lasting 8 weeks?

Action: Discussed the possibility of all Virtual College classes being offered in eight weeks. It works for summer school. Would it be feasible to use the model for fall and spring classes? The University is required by federal mandate to offer classes within the 16-week semester to continue to receive financial aid but it's possible within those constraints. Maybe we could offer both kinds of classes to our Virtual College students. The Provost is open to any of the suggestions to offer various types of classes the faculty may want to offer.

g) 2008-2009 Core Outcomes

Action: It is important to continue participating in this Kansas Board of Regents initiative even though there is no definite use of the data.

h) Faculty Office Hours

Action: The MOA gives enough flexibility to allow a department chair or dean to mandate the number of required office hours. The Council agreed to change the Faculty and Unclassified Staff Handbook to reflect the same language as the MOA. The Council would like to discuss a different type of tenure line for faculty who are not teaching on campus and setting different responsibilities for them. It was suggested the Provost send out an email to chairs reminding them about the Faculty Hours Policy.

i) Obama's Call to Service Can't Start Soon Enough

Action: There is no doubt this call is going to be a revitalization of service learning and community engagement. This is definitely an opportunity for us to build these two elements into our brand and curriculum. Chairs and deans were encouraged to review the article for ways to incorporate service learning and community engagement.

j) Camps, Open Positions and Action Plans

Action: Distributed the three documents that will be submitted to the President.

k) Email Communication

Action: The departments on the list need to send the information to Trisha Cline. The deadline was December 1. The deans were asked to follow up with these departments to turn in the information.

3. Informational Items

a) Social Networking: Retention's New Frontier

Action: A little advice for your departments and students. We want to build in 2.0 web networking tools on our new website.

b) The 50 Top American Philanthropists

Action: Just an informational item for the Council.

c) The Future Workforce of Kansas

Action: This is only part of an ACT study but the Provost thought the Council should have it. Looking at the study, there is a gap between education and the workforce. It definitely fits in with some of our new programs and initiatives. We are positioned to fill this gap. It also ties into the career placement initiative we are doing with Dan Rice to correlate academics with job placement.

d) WICHE and WCET Win Grant to Improve Transparency and Accountability in Adult Education

Action: The University was asked to be part of this but the President declined the offer to participate at that time. The reason this article is on the agenda is to let people know there is money out there and to emphasize the requirement of transparency of higher education which we are going to be asked to do in the near future.

e) Colleges, offices scrap land lines

Action: The Provost asked the deans to think about the pros and cons of converting our office land lines to cell phones. Any suggestions or ideas should be sent to Mike Barnett.

f) What's Hot? Online Schooling

Action: It was suggested using this as a talking point with the President as a revenue generator.

g) Appointment of Acting VPSA

Action: This was a reminder to the Council they need to appoint someone when they are out of the office and to let the Provost's Office know this information. If a Council member is gone for more than one day, someone should be appointed to serve in the capacity as acting dean/director.

h) No New Students at UW in Seattle This Spring

Action: We have a military liaison in Seattle and we could contact that person about re-energizing his recruitment efforts.

B. Budget Update

Action: The Provost is going to review the budget submissions. Each Council member will be asked to fill out the action plans and the efficiency report forms. At the bottom of each form, there will be space for explanation of the efficiencies of these cuts. The total reduction requirement is six percent.

C. Announcements/New Business

1) The President attended the meeting to update the Council on the latest budget issues coming from the Legislature.

2) A set of expectations were developed by the Office of Student Affairs to be included in the RFP for renewal of Barnes and Noble as the University's bookstore. The Council was asked to forward any suggestions to the Provost for inclusion within the next few days.

3) The deans were asked to produce the same SCH with the \$850,000 allocation for this summer session.

D. Adjournment

Action: The meeting was adjourned at 12:20 p.m.

c: Dr. Edward Hammond
Dr. Tisa Mason
Mr. Larry Getty
Dr. Joey Linn
Dr. Kenneth Trantham
Mr. Tyler Hughes
Ms. Casey Kelch
Provost's Council Secretaries

2/26/2008