

MINUTES
Provost's Council
July 14, 2009

The Provost's Council met on July 14, 2009 at 8:30 a.m. in the President's Conference Room, Sheridan Hall 306.

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

Guests: Jeff Burnett, Jake Glover and Dan Kulmala

A. Call to Order

The meeting was called to order.

1. Strategy Items

a) Faculty Evaluation

Action: Chris, Jeff and Dan made a presentation about the status of changing the instructional evaluation system. One of the concerns about the current instrument, TEVAL, is its incompatibility to assessing off-campus instruction. Most of evaluations will be done in an electronic world instead of paper copy. One of the main points from the Faculty Senate is trust and if the instrument changes, is it going to be used to help the faculty tweak their instruction and improve themselves. An evaluation system is meant to improve the quality of instruction for the students. It was suggested maybe having a two stage questionnaire. Have one question for each best practice. If the unit of analysis is the instructor's performance, how do you know whether the course was evaluated to determine their performance. Is there a consensus derived from best practices imbedded in the assessment of the University. The Provost, Chris Crawford, Paul Faber, Jeff Burnett and Dan Kulmala will meet and prepare a document that can be presented to the rest of the Council. Jake and Dennis will put something together for the Virtual College students and the learning environment. Basically a customer service satisfaction with 10 or 12 questions.

b) Fall Virtual College

Action: Discussed the comparison of enrollment in classes versus last year. The deans were instructed to keep track of the classes in their colleges.

2. Discussion/Deliberation Items

a) Foundation Board Presentation

Action: The Provost distributed a listing of cornerstone campaign priorities for the Division of Academic Affairs. He is working on a descriptor for each of the

seven priorities. The deans were asked to make sure their presentations have to do with our strategic plan, our AQIP goals and performance agreement goals. They should all tie together. The Council needs to come up with topics for these presentations. The Library and Graduate School will work together and the topics will be: The Learning Center/Learning Commons and Digitization and the China internships. The COET topics are: KAMS, Transition to Teaching, Early Childhood Program and tying it into Tiger Tots. Each Provost's Council member was asked to submit the topics, location and who will be involved by Friday, July 17 to Cindy Cline.

b) On- and Off-Campus Courses Needed for Fall 2009

Action: Tabled

c) Globalization 3.0 Areas of Emphasis

Action: This will be discussed at the next meeting.

d) Credit by Examination/Results/Payment

Action: Tabled

e) Virtual College Degrees

Action: Tabled

f) On-Line Education Study Reaffirms Good Teaching

Action: Tabled

g) KBOR Strategic Plan/COCAO Letter/Final Version

Action: This will be discussed at the next meeting.

h) Remind Departments and Faculty to Update their Syllabi to the New Bookstore Website

Action: The online bookstores will be live on July 17. One of the concerns is faculty will have the wrong information in their syllabi with the change of the Bookstore management. Also as a reminder, if a student paid for their course materials by credit card through Barnes and Noble, they will have to run their credit card again with Follett Bookstore.

i) Position Freeze Procedures

Action: The Provost suggested using the following procedure to request filling a position: of sending him an email explaining why the position is needed. Dr. Gould will then run off the email and discuss it with the President.

j) Accelerated Course Update

Action: This will be discussed at the next meeting.

3. Informational Items

a) State Learning Standards

Action: Tabled

b) CSU Shuts Doors

Action: The State of California is continuing to have major budget cuts and higher education is suffering along with the rest of the state agencies.

c) Miami-Dade Limits

Action: This is an informational item about the situation in Florida and notification of our continued efforts to attract and recruit these students to our Virtual College program and on-campus.

B. Announcements/New Business

a) Classes that are only offered off-campus to complete degrees – The Provost’s Council discussed the possibility of requesting another analysis of this issue. If we do the analysis, do we want to include required courses versus elective ones? We will also need to quantify it by certain variables. Action: The academic deans were asked to review their undergraduate programs and determine if there are any courses that are only offered off-campus to complete the degrees. The deadline for submission of the information is August 1 to Cindy Cline.

b) UC Chief Lays Out “draconian” Budget Cut Plan -- This is an informational item but shows the trouble the state of California is having with a 20 percent cut in funding of state institutions and proposing widespread cuts including imposing unpaid days off on employees, eliminating jobs and killing out courses.

C. Suzanne Klaus Discussion on the EMG

Action: Tabled

D. Adjournment

Action: The meeting adjourned at 12:34 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