

Minutes  
Provost's Council  
June 2, 2009

The Provost's Council met on June 2, 2009 at 8:30 a.m. in the President's Conference Room.

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

Members absent: Chris Crawford

Guests: Suzanne Klaus, Joey Linn

**A. Call to Order**

The meeting was called to order.

**1. Strategy Item**

Course Management Gone Amuck!

Action: We need to look at the operations and fundamentals of the system. The Council was asked to look at the current course management form and determine what the end result should be with the system. They were also asked to brainstorm and think about what needs to be done to control the courses and programs. The item will be put back on the agenda in a couple of meetings to begin discussion on how to change the process.

**2. Decision Item**

Final Budget Decisions

Action: The final budget was distributed to the Council. This is confidential information and will not be shared with others.

**3. Discussion/Deliberation Items**

a) Blackboard Use and Course Syllabi Site Recommendation

Action: Tabled

b) Writing Intensive/Writing Across the Curriculum

Action: Tabled

c) Payment to Faculty for Credit by Exam

Action: The Council discussed the policy of paying faculty by the hour but no final decision was made. Drs. Faber and Maughan were asked to send a bill for the consultation meetings and the Provost will pay it.

d) AAUP-MOA Changes

Action: Tabled

e) Millennial Programming and Recruitment

Action: Tabled

f) FY 2008 Direct and Indirect Learning Outcomes

Action: Tabled

g) Transfer of Credit Policy

Action: The Federal government has mandated all federally funded universities have a transfer of credit policy. We do not have one at FHSU. Dr. Linn has created a policy for us. The Council was asked to review the policy and provide feedback. The KBOR members will be reviewing the transfer of credit and the distance education policies in the upcoming year. This item will be placed back on the agenda for a decision at the next meeting.

h) Academic Honesty

Action: The Council was asked to prepare a draft policy that can be used as a template for all of the departments. Dr. Briggs has one department that has such a policy that the Council will use as a model for beginning the discussion.

i) Modification of Individual Work Schedule

Action: Tabled

j) Technology Integration Workshop

Action: Tabled

k) Revised AQIP Categories and Plan for Systems Portfolio

Action: Tabled

l) Performance Report Review

Action: Tabled

#### ***4. Informational Items***

a) Managing Relationships the "Big Red" Way

Action: Tabled

b) Tilford Group – names, structure and activities

Action: Reminder to be thinking of this initiative.

c) International Student Recruiting Market

Action: Tabled

## **B. Announcements/New Business**

1) Certificates vs. Awards Issue -- We now have the new certificate paper and approved language available from the Print Shop. Departments can now request the Print Shop prepare these certificates. There are two tiers of certificates – one for academic awards and the other for on-campus certificates. The Provost will create a policy statement for usage of the certificates. All departments that use other certificates should switch to this new format. The cost of producing the “award” certificates will be paid for by the University. The other types of certificates will be paid for by the department/budget unit.

2) With the change in hours and jobs, employees are going to be looking around to be sure everyone is following the rules. The Provost told the deans to be aware of this and handle it in a manner they see fit.

3) Summer enrollment is 3,164 (on and off-campus) total headcount with 15,877 credit hours as of today.

4) Fast Facts and Trends – The top majors that international students are looking for are: business, engineering, computer science and health. It is interesting we offer almost all of these degrees.

5) The Horizon Report – it is being shared with the Council for two reasons. The first reason is the content of new technology on the horizon and the format of the report (environmental scan, strategic plan, etc.).

6) Discussion on Virtual College contracts about courses that are offered at the 600 level and the proration of salary for the faculty teaching these courses. If we want to change this, it will have to be taken to AAUP as part of salary negotiations. If a faculty member has the minimum number of graduate students in a 600 level course, the teacher should be receiving the full amount instead of being pro-rated. It was agreed to work through the deans to determine the payment for those faculty members.

## **C. Update on the EMG**

This coming Wednesday and Thursday, representatives from EMG are going to be on campus. All are invited to attend the three sessions EMG is conducting on the new FHSU website. On Thursday, they are going to cover all four applications they have built for FHSU. After the meetings, Suzanne is hoping the Computing Center will be able to move all of the applications to our server so we can begin working on the site. The plan is to have all of the academic areas transitioned over by August 3 which is the launch date for the new site. One of the new features on the front page will be, “Campus Spotlight” will be a source

of advertising for various types of events or honors that are happening on campus. The Provost wants to use this as an opportunity to create the academic website from a student's point of view, not a faculty or administrative perspective.

**D. Adjournment**

Action: The meeting was adjourned at 12:25 p.m.

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