

MINUTES
Provost's Council
September 1, 2009

The Provost's Council met on Tuesday, September 01, 2009 at 8:30 a.m. in the President Conference Room, Sheridan Hall 306.

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

A. Call to Order

The meeting was called to order by the Provost

1. Strategy Items

a) Legislative Post Audit Performance Report

Action: The summary report was included in the agenda. These are the recommendations from the analysis that has been done, there are ten recommendations altogether. We came off really well on eight out of ten of them. President Hammond indicated FHSU was praised several times for our work on distance education and what we are doing here. This report was discussed at the Presidents' Retreat in Topeka. Concurrent enrollment, sustained enrollment and core outcomes are the three priorities that will be the focus of the Regents in the coming year. The University will have to file a report on the two areas of weakness – utilization of the area of space and small class sizes. Discussion followed on these two areas and how we can address the weaknesses. It will be put back on the agenda (just the recommendations) one more time to allow the Council to review the entire report. There may be some areas in the report that need further discussion.

b) Denver Office

Action: The Provost thanked the Council members who participated in the Open House. He also indicated his disappointment with the absence of the Admissions Office and the Alumni Association staff. Everyone who attended indicated the Open House went off really well. The Provost also encouraged the Council to promote the Opportunity Center.

2. Discussion/Deliberation Items

a) Tilford Conference

Action: The Council was instructed to identify faculty who want to attend the Conference. The Provost will provide the funding for the hotel room (shared only), the per diem and the van to travel to Lawrence. The deadline for submission of names to the Provost is September 18.

b) YouTube on Campus: Using Video to Recruit Students

Action: We have a YouTube site. Casey, Andy Tincknell and Jared Schiel are working on this site.

c) Salary Equity Study

Action: Tabled

d) National Emergency Grant (NEG) Funding

Action: Tabled

e) Size of Tenure Notebooks for Faculty

Action: The three-inch notebooks are allowable for faculty who have been on the track-track prior to the change in the AAUP-FHSU Agreement.

f) Boot Camp for Profs

Action: Tabled

g) Google@School: Step by Step Guide to Google Does for Higher Education

Action: Tabled

h) Comparison of Virtual College Closed Classes with Open Sections

Action: Tabled

i) Sabbatical Leaves

Action: There will be no sabbatical leave applications received this year. The faculty who were awarded sabbaticals last year will be awarded this year.

j) Blackboard Issues

Action: The Provost is inclined to require all courses be loaded into Blackboard by CTELT as a batch for the spring semester 2010. He would like to have a decision made at the next meeting.

k) Office Hour Language

Action: Tabled

l) Summary of Summer Academy

Action: Tabled

m) Cash Balances for All Foundation Funds

Action: The Council reviewed the Foundation Funds. We will have to subsidize the Foundation balances. The Provost did not realize how much money was in these accounts. Provost Gould asked the Council to take a look at the balances

and determine if they are damaging the Foundation's ability to request more money for the newly launched campaign.

n) NSSE Data and Minority Student Findings

Action: Tabled

o) H1N1 Update

Action: This is a document which outlines the University's plan to handle the H1N1 Virus. Please distribute to faculty and staff.

p) Annual Debt Service

Action: The University is planning to use these funds to pay off our debt for the residential halls and to demolish Agnew Hall.

q) Projected Headcount at our Partner Schools

Action: Tabled

r) FHSU Foundation Board of Trustees Agenda

Action: For your review.

s) Provost's Criteria for Evaluation of Phased Retirement Applications

Action: The Provost's Office will distribute the criteria electronically to the deans to distribute to faculty.

3. Informational Items

a) Fiscal Year 2010 Operating Budget

Action: Discussed budget for Fiscal Year 2010

b) Adult Learners in Demand

Action: This is an article on the things to be done to generate revenue and spreading education around.

c) Request for Temperature and Humidity Control/Forsyth Library Archive Room

Action: The academics are concerned and non-academics are not concerned about this issue. If we don't do this immediately, we need to keep this in the plan for the next few years. The document provides details on what is currently in the archives, the value of these documents and then looks at the standards from the Library of Congress. It was suggested submitting an action plan to pay for this construction. At the very least, it would be beneficial to the archives to maintain a constant temperature in the Library.

d) Response to Influenza and the National Center for Disease Control has recommendation for the upcoming season

Action: Informational item

e) Town Sets Off on Path to Good-Health

Action: This was on the last agenda but Dr. Gould wanted to encourage the Provost's Council to review the blue book and the importance of living the good life. The town is doing very well and has brought attention to it from major corporations and media. The Council discussed possible ideas to make our campus more walking or biking friendly.

B. New Business/Announcements

1) An article on the sustainability could secure a good future. College students flock to "green" degrees and careers. It doesn't appear that we have a sustainable program here on campus but there is a lot of things going on that are publicized. Dr. Heinrichs is working on a committee to rework the physical science courses to include sustainability.

2) A Draft Policy Statement for a Prior Learning Assessment Program was passed out at the meeting. The Council needs to review the document for feedback and the final proposal will be submitted to the Faculty Senate. As a note: this program is not a revenue-generating proposal. It will be put back on the agenda for final discussion.

3) There is an expectation from ISM that this pamphlet would be done by colleges and building supervisors.

4) The Governor Lays Out a Path to Excellence for Kansas Regions was included as an informational item.

C. Update on EMG/Website

Action: Casey Kelch provided a progress report on the website. STAMATS continues to report that parents are looking at the type of job their daughters/sons will have when they complete their degrees. The new goal is December 21 for the launch of the website. From an academics affairs perspective, this later date will provide us the opportunity to move our information to the website along with the student affairs stuff. Casey will be working with the departments to complete their content. The Provost is concerned about the search engine optimization strategies, the web 2.0 stuff and the tracking information.

D. Adjournment

Action: The meeting adjourned at 1:05 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