

Minutes
Provost's Council
December 7, 2010

The Provost's Council met on Tuesday, December 7, 2010 at 8 a.m. in the President's Conference Room, Sheridan Hall 306.

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

A. Call to Order

The meeting was called to order by the Provost.

1. Discussion Items

a) "New" Definition of Scholarship

Action: The Provost reminded the deans to be sure department chairs and faculty are aware of the new definition of scholarship. This is an institutional standard and should be used by all departments. The Provost is working on this issue and asked the Council to brainstorm for discussion at a later meeting.

b) Assignment of Members to the Course Management Task Force

Action: Committee members include: LuAnn Pfeifer, Mandy Ricke, JoAnn Crispin, Jeff Burnett, Rob Scott, Jackie Ruder, Kristi Mills, Desi Hammett, Cindy Cline

c) Continuity of Operations Planning

Action: President Hammond is requesting a compilation from academic affairs a list of essential functions within their divisions which will need to be continued in the event of an emergency – this should include the uniqueness of an area, not the obvious. There should be a list and also a brief explanation of how the operation will work and how it would be implemented. The definition of what is considered an emergency is considered long-term. The Provost is going to ask Todd Powell to attend the next meeting to explain what exactly is needed.

d) Incomplete

Action: The on-line grade entry system will have the incomplete form included in it. It defaults to a year but the instructor can change it in the faculty portal. Students will have access to the incomplete information in TigerTracks or Tiger Enroll.

e) Non-attendance Policy

Action: This is not a new policy. Faculty are suppose to notify Student Affairs if students are not attending classes. The document identifies the procedures Student Affairs is using as intervention tools.

f) Retention Targets and Programs

Action: Retention data included in the agenda was provided by Tisa Mason. Looking at the data, the University needs improvement.

g) Tablet/Cart Usage

Action: A document was distributed with the tablet/cart usages for the mediated classrooms. Is the information in the document on the mark? If not, let the Provost know because this data is being used to determine the amount of money needed to fund the action plan to upgrade the tablet/cart usage.

h) Getting Serious About Service

Action: Tabled until next meeting.

2. Strategy Item

a) Adjourned to Forsyth Library for DecisionAcademic webinar.

B. Announcements/New Business

A letter from CIES was distributed to the Council. It shows the University is making progress in participation in the Fulbright Program and hosting Fulbrighters. Faculty and chairs are encouraged to work with Tim Crowley in the Graduate School.

The Council discussed the inclusion of Virtual College Admissions in the Monthly New Freshman Admission Report sent out by the Registrar's Office. Dennis indicated he will work with Joey Linn to prepare the monthly reports since the Virtual College already collects this data.

Provost Gould distributed the documentation for a collaborative classroom which will be discussed at the next meeting. We will need to get faculty input on where and what should be included in the collaborative classroom. Lecture capture is one of the more controversial applications in these classrooms. Provost Gould asked the Council to review Dave Schmidt's document and share with faculty for discussion at the next meeting.

3. Informational Items

a) I Want my Twitter TV!

Action: Informational Item

b) If Time is Money, Speed Up

Action: Informational item

c) Undergraduate Research Resolution

Action: Informational Item.

C. Adjournment

Action: The meeting adjourned to Forsyth Library for the webinar at 10:24 a.m.

c: Dr. Edward Hammond

Dr. Tisa Mason

Mr. Larry Getty

Dr. Joey Linn

Dr. Rita Hauck

Mr. Tyler Thompson

Ms. Casey Rohleder

Provost's Council Secretaries