

**MINUTES**  
Provost's Council  
January 26, 2010

The Provost's Council met on Tuesday, January 26, 2010 at 8:30 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, Fred Ruda for Debbie Mercer, John Ross and Larry Gould

Guests: Judy Getty, Joey Linn and Craig Karlin

**A. Call to Order**

The meeting was called to order by the Provost.

**1. Strategy Items**

- a) Social Media Strategy and Brainzooming  
Action: Tabled

**2. Discussion/Deliberation Items**

- a) Old Grade Rosters and Old Final Grades Rosters

Action: The Registrar's Office is proposing to eliminate the paper copies of the grade rosters that are sent to the instructors and then returned to the Registrar's Office with the final grades on it. The Registrar's Office will inform the faculty about this change in the email that is sent out reminding faculty to review their rosters on the online grade entry system. The Council approved the proposal. The Registrar's Office will send out an email to faculty about this change.

- b) Misreporting of Last Date of Attendance

Action: This problem has shown up in the Financial Aid appeals when the student comments on final attendance dates are different than the dates that are being recorded by the instructors. Upon investigation, it does appear the dates recorded by the faculty are not always accurate. The federal government audits the University to determine the accuracy of this information. The University is responsible for paying back the federal aid money if there is a discrepancy. Chairs and deans were asked to be reminded about the policy. Dr. Gould suggested tracking the "offenders" and sending the names to the deans. The deans would then speak directly to these faculty members about the inaccurate information and explain the reason why it is important to pay attention to this task.

- c) Development of Sustainability Committee

Action: The Provost would like to establish a sustainability committee and its charge for the University. It was suggested having a University-wide meeting with a general session and then break-out sessions. Dr. Zollinger has agreed to facilitate the break-out sessions. The focus will be to organize and foster sustainability in the curriculum. The group was asked to look at creating a charge and determine membership of a committee

who will be responsible for the University's report to the Regents. Deans Faber and Briggs indicated they could use this "group" as the spring board for a university-wide committee.

d) Health Care Programs with NCKTC

Action: The question was asked as to what kind of programs we can do with the Good Samaritan's Corporation. Once we get this information, NCKTC will work with us to offer programs the facilities might need. The deans were asked to prepare a list of potential areas of study that we can propose to Good Sam's. Dennis King was charged with preparing a briefing paper for the trip in March.

e) Update on Distance Education Initiative

Action: A copy of the KBOR report was included in the agenda. Dr. Gould updated the Council on the status of the initiative. A model has been defined so we can move forward with a set of institutional policies and procedures. The background for this initiative is that the Legislature mandated the Board of Regents have a plan on this initiative. Gary Sherrer and Donna Shank are using the findings from the Legislative Post Audit to force the other state universities to increase the usage of distance education to recruit students to Kansas. In the coming months, we need to review the VC policies and procedures manual to update it to comply with and prepare our university report for submission to KBOR.

f) Update on Academic Programming in China

Action: Because we are seeking AACSB accreditation, we have four degrees in China that are a problem because of accreditation standards. If we are seeking accreditation, we are going to have to change our standards and practices. What it may mean is to migrate the students to Organizational Leadership as to not lose them. Another possibility we have is advanced standing credit for the 12 and 42 hours hurdle. We are moving away from the local examination and toward the advanced standing credit model. This is a draft until the IEMG reviews and approves the policy. However, the Provost gave Cindy Elliott and the deans the authority to use the policy with our partners before the official approval.

g) Vacant Positions

Action: This is something the Board staff put together. This may not be new – the University had 30 open positions but only seven were filled.

h) Days in Academic Calendar

Action: Discussed the option of starting spring classes the day after the Martin Luther King Holiday. The Council was agreeable to the option. Dr. Gould will speak with the Faculty Senate and the Student Government Association about this change.

i) Draft Admissions Requirements

Action: This is an ongoing issue. The number for non-residents is a big issue for FHSU. There are still deliberations going on and the only recommendation that will probably be passed is the mandated pre-Regent curriculum.

j) Budget

Action: The push is to “sale” the tax increase. According to the document distributed by President Hammond from the KBOR, FHSU will be \$1.45 million short if revenues do not improve. There will probably be no decision from the Legislature until April on the budget.

**3. Information Items**

a) How Much Money and Effort is Expended to Provide English as a Second Language Courses by State Universities

Action: Mike Barnett was asked to calculate this information for a report to the KBOR. Once the report is completed, a copy will be distributed to the Council.

b) The Increasingly Cluttered Landscapes of Adult Student Recruitment

Action: Informational item for the Council. There is a lot of activity in this area since the economy is going bad and more and more people are involved in distance education.

c) Group Wants Emphasis on Quality of Learning

Action: Informational item for the Council.

d) Less Politics, More Poetry: China’s Colleges Eye the Liberal Arts

Action: Informational item for the Council. The Provost has been telling the Council that China doesn’t know what China wants and this is just another article to that affect.

**B. Announcements/New Business**

1) Announcement of Academic Advising and Career Exploration Fair on March 9.

2) Transparency by Design

We are signed on to participate in the Transparency by Design (TBD) initiative. TBD is designed for the online learner and online learning. It is a very small group, there are only 18 institutions signed up with the company. This is much more extensive than the College Profile. TBD is more concerned with enrollment data and program data; and, program outcome data. There will be program level embedded in the data.

Dr. Crawford is asking that we identify programs and write up the student learning outcomes. It is governed by WICHE and WECT as part of a Lumina Grant. They have a better data entry system with oversight capabilities. We ought to look at our most popular off-campus programs and highlight them in our featured programs. We need to set up a priority listing of those programs; and working down the list, ask the chairs to provide the information on the document that was distributed at the Provost’s Council. The deans were asked to coordinate this with their departments. They allow NSSE data and others. This is more of a student driven site in comparison to the College Profile. A deadline for information to Chris and Dennis is February 22.

3) Graduate School Proposal for Hooding at Commencement

Action: Dr. Crowley is proposing a pilot hooding ceremony on Saturday morning at 8 a.m. for graduate students. This would involve faculty advisors and graduate council, maybe some type of speaker. There will be buses available to transport the graduate students and faculty to Gross Memorial Coliseum for the ceremony at 10 a.m. One of

the concerns is whether parents/graduates will attend both ceremonies. It will be emphasized the degrees will not be conferred at this ceremony but at the Commencement exercises. How many faculty will be expected to come to the graduate ceremony. There should be at least 30 – 35 faculty attend the graduate ceremony. The Council was asked to review the document and to discuss it at the next PC meeting.

**C. Adjournment**

Action: The meeting was adjourned at 12:30 p.m.

- c: Dr. Edward Hammond
- Dr. Tisa Mason
- Mr. Larry Getty
- Dr. Joey Linn
- Dr. Jeff Burnett
- Mr. Brad Stramel
- Ms. Casey Rohleder
- Provost's Council Secretaries