Minutes
Provost's Council
June 15, 2010

The Provost's Council met on Tuesday, June 15, 2010 at 8:30 a.m. in the Field Conference Room, SH 126.

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

Guests from Blackboard Corporation: John Floyd, Trent Gillaspie, Cyril Juanitas and Mike Pruneau

A. Call to Order
The meeting was called to order by the Provost.

1. Discussion/Deliberation Items
a) Representatives from Blackboard (Bb) attended the first portion of the meeting. The purpose for the visit is to find out who we are, where we are going and what they can do for us in the future. The restructuring of the Blackboard is to provide resources to align with our strategic goals. Mike Pruneau is now our contact for Blackboard. One of the concerns/ issues from the Council was the use of social media tools to transition into Blackboard and how to apply learning outcomes. Another concern was the training and education of our adjunct faculty and the use of Blackboard to do this. It was suggested Bb have a webinar on best practices or a blended experience. Bb also has training materials that are F2F and online. Another issue was the use of visual tools being implanted into Blackboard as a communication tool. Also, editing software should be included in the package.

b) Grade Entry Procedures Proposal
Action: Discussed the practice of accepting transcripts from transfer students. More and more students are coming in with plus/minus systems and the Registrar is having trouble determining grade assignments. Dr. Linn is proposing a uniform process of converting plus/minus systems to actual grade assignments. Some students have a loss of GPA due to our inability to convert these systems to grades. However, Dr. Linn does not want to implement the process retroactively. The governance of this policy is from the Council to ISM (President's Office) with notification to Faculty Senate and Graduate Council. This policy is only applicable to credited universities and not international transcripts. The Council passed the proposal with one minor change. Dr. Gould

will request the proposal be included on the next Internal Staff Meeting (ISM) agenda and ask Joey Linn to attend the meeting.

c) Senior Seminar
Action: The Provost is continually interested in sponsoring a "senior day" on campus for older community members. The article talks about having a senior day and asked the Council to think about the possibility of having such a day here at FHSU. It is a revenue stream for us if we are interested in putting something together.

d) Attachments to Evaluation (merit) Sheets
Action: It is critical that documentation be attached to the merit sheets for legal purposes. Some deans/directors did not submit the documents which is not critical this year since there were no merit increases but for the future, they are needed. The University has purchased the software, TaskForce, which will provide uniformity for evaluation sheets.

e) Undergraduate Research Experience Proposal/Pilot Program
Action: How to institutionalize research in departments. This will be a three-year project if it is implemented. The other attachment is feedback from the pilot project. How to provide support and resources for the whole campus and the crux will be using learning objects. One of the objectives is to educate faculty on what research is, how to use it and how to involve undergraduate students in research. The Provost will be distributing a copy of the CUR Quarterly magazine to the Council and members of the Research Environment Committee (REC).

f) Payment for Special Services
Action: The Provost is requesting help from the deans with processing of special salary payment requests. He is concerned about the number of requests that are coming through asking for payment of tasks he feels are part of their duties as faculty members. The Provost asked the Council to take a closer look at the requests before submitting and determining if they should receiver payment or if it is part of their duties.

g) AAUP Negotiations
Action: Tabled until the final version has been negotiated.

h) Summer Session Enrollment
Action: We are up in summer enrollment from last year. We are on our way to possibly setting a record for credit hours.

i) Attendance Policy
Action: Tabled.

j) Mediated Classroom
Action: It is important for feedback from the academic deans since these classrooms are used by faculty. Dr. Gould will put this back on the agenda for further discussion.

k) Online Communities
Action: This is what the University of Phoenix is doing right now.

2. Decision Items
a) Faculty Member of the Year Award Recipient
Action: The recipient was selected for the award.

b) Edmund Shearer Advisor of the Year
Action: The recipient was selected for the award.

c) Administrative Calendar
Action: It was approved by consensus.

d) Tenure/Promotion Timelines
Action: It was approved by consensus.

3. Informational Items
a) A Lesson Every Grad Needs but Doesn't Get: Personal Finance
Action: Informational item. A number of schools make it a requirement course for students.

b) Non-Traditional Students Struggle with Schedules, Loans
Action: Information item.

c) Domestic 2+2 Agreements
Action: We are doing more of these types of agreements because courses are being defined as transferable versus the general transfer and articulation agreements.

B. New Business
1) Request for Information from the Alumni Office
Action: The Provost asked the deans to discuss with their chairs and directors and provide input on whether or not a reception would be the appropriate venue. It was suggested having an Academy of Academic Leadership at the Robbins Center sponsored by the Alumni Association to discuss this request. The scheduling of this event should be sometime during the first week after Labor Day.

2) The L3 experience is another great initiative that is being sponsored by the University for incoming freshmen.

C. Adjournment

Action: The meeting was adjourned at 12:14 p.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