

**MINUTES**  
**Provost's Council**  
**August 21, 2012**

The Provost's Council met on Tuesday, August 21, 2012 at 8:30 a.m. in the President's Conference Room, Sheridan Hall 306.

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

Guests: Brett Bruner, Patty Griffin, Joey Linn and Shana Meyer

**A. Call to Order**

The meeting was called to order by the Provost.

***1. Discussion Items***

a) Closed Sections of Courses

Action: There are not enough seats for Comp I, Comp II, MIS 101 and Personal Wellness. We are unable to enroll new freshman in the Foundation Studies portion of the General Education program. There were over 100 incoming freshman last Friday and almost none of them were enrolled in the Foundation courses. It was suggested maybe coordinating the Foundation Studies courses so the same number are offered in the fall and spring. It was suggested maybe using summer to handle the overflow. It was suggested lower tuition for students in the summer as an incentive to increase enrollment at that time. Drs. Griffin and Faber were asked to calculate the numbers on the shortfall for the fall and spring semesters. Solutions to the problem will be discussed at the next Provost's Council meeting.

b) New Freshman/Transfer Enrollment Dates

Action: The biggest change is the transfer enrollment dates will be before new freshman. The Council discussed how Regents schools treat transfers throughout the state. It may not be good practice to start enrollment for transfers before freshman but it is a political move on our part right now. The Regents are paying close attention to retention at the state universities. The Council approved the dates for the next couple of years with the contingency that Student Affairs monitor the enrollment to determine its effectiveness and allow the dates to be reversed if issues arise for new freshman enrollment.

c) Faculty Changing Maximums

Action: Every semester, the Registrar's Office has to manually make a large number of changes to the maximums for courses being taught. The staff member in the Registrar's Office has changed the maximums 1400 times already this semester. A majority of these courses are virtual college because we don't have marshal fire codes but it is still a lot of work! It was suggested adding one additional seat per course to help with this issue but it may not work for media requirements. It takes four people to manually make one change to the enrollment maximums. An automated waiting list would be a good

solution but that is something that is not available now. Dr. Linn was asked to go back and determine who is abusing the regular maximums and bring it back to the Council.

d) Maxient System

Action: The Maxient System is a database management software for our behavioral intervention team and judicial system. It is now live and asked for help in communicating this to the faculty. This is different from Early IQ which is associated with academics. There are three pathways now – 911, Early IQ and the Maxient System. The question is how to determine which pathway to use for the particular system. It should be located on Tiger Central maybe under “teaching” with a hyperlink to each of the systems.

e) Academic Affairs Department Website Audit

Action: The deans were asked to review the audit and make comments on what needs to be changed or removed. It was suggested that we establish a process on when the information should be updated. It was suggested adding it to the administrative calendar (dates to have this audit completed – fall and spring). Put it back on the agenda in two weeks.

f) Changes to Faculty Merit Timeline

Action: Due to the AAUP-FHSU MOA, two of the merit timeline dates have been modified. A draft of the new timeline was reviewed by the Council. Suggestions were made and will be incorporated into a new version for review at the next meeting.

g) More of “Saying More with Less” the DAA Mission Statement

Action: The Council discussed the suggested mission statements for Academic Affairs. The list was narrowed down to five suggestions. The Provost will review them and make a final decision.

h) Virtual College Pay for Retired Faculty

Action: Tabled.

i) Web Content Management – Centralized or Decentralized

Action: Tabled.

j) Adjunct Project

Action: Tabled.

k) Update on Intersession Classes

Action: Tabled.

l) Faculty Senate/SGA Initiatives

Action: Tabled.

**2. Informational Items (Trends, Developments, Reminders)**

a) How to Connect with Prospects

Action: Tabled.

b) Backing Off on State Authorization

Action: Tabled.

c) Building Effective Business Relationships in China

Action: Tabled.

d) Web-based Teaching Degrees Skyrocket

Action: Tabled.

e) Gross General Use Educational Expenditures per SCH and other Data

Action: Tabled.

f) Success Checklist

Action: Tabled.

g) Victor E. Tiger Pinterest Site: [pinterest.com/victoretiger/](https://pinterest.com/victoretiger/)

Action: Tabled.

h) Hanover Research Initiatives

Action: Tabled.

### ***3. What Should We Know Today***

a) Jennifer Bonds-Raacke and Rob Scott have been selected as participants of the AASCU Becoming a Provost Academy. Part of the program is to mentor faculty to become provosts. Jennifer will be attending Provost's Council and President's Cabinet when it fits into her schedule.

b) Updated numbers for graduate school

Action: Just an informational item.

c) Budget Information

Action: Right now, the Governor is asking every state agency to come up with a ten percent cut including Universities. The deans were told to start considering this type of cut although the Provost feels there may be some negotiations that will change that number. President Hammond has indicated the University cuts will come by doing away with strategic planning action plans and not receiving the 40 percent reserve in OOE.

## **B. Adjournment**

The meeting adjourned at 12:30 p.m.

c: Dr. Edward Hammond

Dr. Tisa Mason

Mr. Larry Getty

Dr. Joey Linn

Dr. Emily Breit  
Mr. Kyle Calvin  
Provost's Council Administrative Assistants