

MINUTES  
Provost's Council  
February 7, 2012

The Provost's Council met on Tuesday, February 07, 2012 at 8:30 a.m. in the President's Conference Room.

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

Guests: Patti Griffin, Shana Meyer, Tisa Mason, President Hammond

**A. Call to Order**

The meeting was called to order by the Provost.

***1. Strategy Item***

First Year Experience/Freshman Seminar Strategic Plan

Action: The three topics for discussion are: what is status of the report, the analytics and the form/operations of the final product.

President Hammond began the discussion with a history of how the University receives money from the State. The Regents universities currently do not use the SCH model but we are moving toward that status. Using this model, the University has been positioning itself to receive additional funds by growing the University. While growing is important, retention is also important. The last few years, we have been trying different ways to retain our students. President Hammond informed the Council that this initiative has been funded by action plan money which includes a director position. The report has been endorsed by the President. We are committed to make a first-year experience work. What that experience looks like will be: 1) department orientated, 2) the curriculum needs to follow institutional policies and procedures and needs to correlate with the process 3) relationship based is important and 4) proven content. This applies to both on-campus and off-campus courses. How to improve retention: raise admission standards (that's not FHSU), go to the faculty and ask them to pass everyone or, we intervene with the students and prepare them for the college experience. The last one is the one Dr. Hammond is supporting.

The purpose of the course is to implement strategies that will retain students. The director will be responsible for making this work. We are hiring someone to lead the first year experience initiative and this course is one of the ways to attempt to retain students. The intent of the report is the first year seminar. The coursework will be departmental orientated and yet we are talking about one course. Are we coming up with similar learning objectives or are they the same as the department orientation course? This hasn't been decided. The course is going to be both: analytical and instructional. The Council's concern is not the course but the execution of the course because there hasn't been any data that shows a first year orientation course will work.

The position has been funded but the rest of the plan has not been funded. An incremental approach is best the way to go. According to Tisa this is not a required program.

The message to take back to chairs is: there is a difference between first experience and the first year course. This is a pilot program and not mandated. We are seeking faculty involvement and interested parties should send names to Shana about creating an advisory group. The President wants the campus going forward with the search for the director. The decision has been made to filling the position to retain our students, not just the first experience.

## **2. Discussion Items**

a) Proposed Terminal Degree Support Procedures/Timeline

Action: Tabled.

b) Four-Year Degree Guarantee Program

Action: Remind faculty and staff we do have this program in place. A copy of this program was included in the agenda. Joey asked the Council to take a look at the brochure and return comments to Chris in a couple of weeks.

c) Student Employment

Action: Tabled.

d) List of Programs with Credit Hours

Action: The list of programs with the number of credit hours was distributed. Each dean was asked to review the listing and provide feedback to Chris Crawford.

e) Retention Increases for Program Serving First-Generation

Action: Just an informational item that focuses on a “target” not just an overall course.

f) Classroom and Lab Utilization Study

Action: Distribution of the report done by Facilities Planning about utilization of classrooms and labs.

## **3. Report from the Future/Informational Item**

a) International Student Population Ranks Among Highest in United States

Action: Purdue University has the largest number of international students.

b) Policy on Complimentary Copies of Textbooks

Action: This is a reminder that faculty are not allowed to sell textbooks for a profit. A faculty member can accept the book but not resell it. A copy of the policy from the Faculty and Unclassified Staff Handbook was included in the agenda.

c) University Delegates to Visit India

Action: Informational item.

d) Top Public Colleges and Universities in Missouri and Kansas  
Action: FHSU is listed as ninth top college in Missouri and Kansas.

e) Liberal Arts Education Lends an Edge  
Action: Informational item.

f) Teens Migrate to Twitter  
Action: Informational item.

g) More Canadians?  
Action: Informational item.

#### ***4. What Should We Know Today?***

a) The NSSE Surveys have been sent out to freshmen and seniors. Dr. Crawford asked chairs and dean to encourage participation.

b) Fred Ruda has announced he will be stepping down as chair and returning to the classroom.

c) A thank you to all who participated in the Mark Milliron presentation on Monday. It went very well.

#### **B. Announcements/New Business**

Presentation of Online Advising software that will go live after spring break for pre-enrollment for the fall 2012 and summer 2012 classes. There will be training in late February for the campus community.

2) The action plans that have been funded are the one-time expenses. The ongoing action plans will be discussed at the budget meetings in May. The only ongoing action plans that have been funded are the SEAC advisors and the Retention Director.

3) Distribution of Student Employment Data on how many students work on campus, the retaining of students who are employed at the University, and what they are doing on campus.

4) The Provost suggested generating a list of software we have in the Academic Affairs area. He asked the Council to think about creating the list. He hasn't made a final decision yet. Chris and Larry will talk about creating the list.

#### **C. Adjournment**

Action: The meeting adjourned at 12:15 p.m.

c: Dr. Edward Hammond  
Dr. Tisa Mason  
Mr. Larry Getty  
Dr. Joey Linn

Dr. Chapman Rackaway  
Mr. Tyler Thompson  
Ms. Casey Rohleder  
Provost's Council Secretaries