

MINUTES
Provost's Council
May 22, 2012

The Provost's Council met on Tuesday, May 22, 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, Janice Basgall for John Ross, and Larry Gould

A. Call to Order

The meeting was called to order by the Provost.

1. Strategy Items

a) Academic Affairs Mission Statement

Action: Mission vs Vision. Currently, we are working on the Provost and Academic Affairs section of the website. Closure needs to be brought to the academic affairs mission statement. A Mission Statement is a description of what we are "all about." The mission statement should be simple. In 1998, we had a mission statement drawn out; however, it was never completed. Dr. Gould is envisioning the Provost website as a separate identity of the academic affairs website. Mission statement should be a derivative of the University mission statement. These components to focus on in the mission statement: quality, teachers, teacher-scholar, service, learning, support, and scholarship. Focus on these components. The purpose of the mission statement is to provide a variety of audiences an understanding of what academic affairs really does. There are three divisions; however, they are not equal divisions. Dr. Scott really wants to use the word "global" in our mission statement because it sets us apart from other universities in Kansas.

b) Site Update Activity Report

Action: Faculty Senate would like to see improvements made to the website. A resolution has been devised to improve the search engine—which has been taken care of. However, currently there are sites that don't always work. Content Managers are also not updating information regularly. That is illustrated by the "Update Activity Report." This report also addresses the 12 month issue. Perhaps we can keep people employed for 12 months if there is web work that needs to be completed. Suzanne Klaus met with the Council to explain how the numbers for the "Update activity" are generated. There is concern that the numbers are not accurate. We need to look more into this issue of "inaccurate numbers." In addition, we need a group of people that centralize the website. Dennis King suggested that Suzanne make it a weekly priority to meet with different content managers. Training sessions with Suzanne and other INT instructors would be helpful. Chris Crawford has taken the responsibility to orchestrate this meeting. The following actions will occur: (1) Compile a list of content managers and power users from each department. Send this list to Crawford by Thursday. (2) Set up a session with Suzanne and INT instructors. (3) Potentially offer lunch. (4) Time span ranging 3 hours,

possibly 9 am – 12pm. (5) Try to set a session for before summer break. (6) Have a basic session first, and then do an advanced one later in the summer. (7) Potentially bring in Casey Rohleder to teach the aesthetics of the website.

c) Chair Orientation and Evaluation

Action: There are some chairs that are still not quite “getting it.” There are no mechanisms to facilitate the “boarding process” for chairs. Much of what we use to evaluate chairs is “hand-me downs.” We would like to have a standardized or common template that would go to the heart of the responsibilities of the department chair. This would create equity between departments. Perhaps we can work with some of the highest performing department chairs to create an accurate training behaviors and evaluation. Possibly create an addition in the faculty handbook. This item will be left to gestate for awhile.

2. Discussion Items

a) Proposed Courses and Financials for Intersession 2013 (attachment C)

Action: Chris continues to receive these. Most of them are coming out of the College of Education. Note: George Jackson’s propositions will need to be scratch. First time Larry discussed the topic, there were 4-5 classes proposed. Doing high course numbers will probably not be a good option because class size is low. Scott suggested that we keep EDL 952, EDL 856, and AEP 885 — these would generate a high enough enrollment rate. Offering these classes during intersession, and not during other semesters, would force students to enroll in intersession. Also, maybe offer either GBUS 673 or MGT 101. The projected number of courses offered for the first intersession would be four.

b) Merit Evaluation Procedures

Action: Discussion will occur at the next provost council meeting.

c) Remedial Education Bill

Action: Status of this Bill is passed. The largest change was you had to have a plan for each student. Note that this is there.

3) Decision Item

a) Honorary Degree Policy

Action: Discussion will occur at the next provost council meeting.

4. What Should We Know Today?

Budget- Faber is writing a proposal for a debate initiative for the 2014 budget. We are asking \$500,000. Along with the 2013 budget, they want to see the layout for the 2014 budget. The three initiatives we are planning for: Southwest Kansas initiative, information systems engineering (summer academy of engineering), and the debate initiative.

Red Balloon- faculty keeps asking when we are starting this process.

B. Adjournment

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

c: Dr. Edward Hammond
Dr. Tisa Mason
Mr. Larry Getty
Dr. Joey Linn
Dr. Chapman Rackaway
Mr. Tyler Thompson
Provost's Council Administrative Assistants