

MINUTES
Provost's Council
November 20, 2012

The Provost's Council met on Tuesday, November 20 at 8:30 a.m. in the President's Conference Room, Sheridan Hall 306.

Members attending: Mark Bannister, Glen McNeil for Jeff Briggs, Chris Crawford, Tim Crowley, Mary Meier for Cindy Elliott, Paul Faber, Dennis King, Jennifer Bonds-Raacke, John Ross, Rob Scott and Larry Gould

Guests: President Hammond, Tisa Mason and Joey Linn

A. Call to Order

The meeting was called to order.

1. Discussion Items

a) First Year Experience Course. The President explained the first year experience course to the Council. It will be a two-hour course with three tracks. One third of the track is departmental driven, a third is specific to the discipline and a third is how to study, organize and survive at FHSU. President Hammond sees this course as the vehicle to manage the Success Program. He feels this needs to be a mandatory course for all first-time freshman. It should be a standardized course and not specific to the discipline. He is open to having a section for virtual college first-time freshman students but it would not be mandatory for them. The course will add two more credit hours to complete a student's degree program. The addition of this course is a concern for teacher education and business majors that do not have any free electives. This will raise the degree completion hours for them. The course will be housed in IDS. The President would like to add civic engagement and international components to the course content. In the cases where we already have the introduction course in the departments, students should also be taking their orientation course in addition to this course. The course will be taught as an overload and the department would select someone to teach it. If the department doesn't want to teach it, the faculty will be chosen by Student Affairs. This may be an issue since almost every department has overloads right now. The President has no preference on how to pay the faculty. It could be \$2000 per course for one credit hour or 60% of 1/9th of their salary. The President envisions there will be an opportunity for students to appeal to not take the course. He will put together a committee to allow students to present a justification as to why they do not have to take the course and the committee will make a determination based on the presented facts. Mandatory enrollment in the class does not apply to KAMS students or honors society students. All of the details have not been worked out as of yet, this is just a concept of the course.

b) Living and Learning Communities

Action: Dr. Tisa Mason distributed the updated guidelines to the Council. There should be two courses—one in the fall and one in the spring. It is highly recommended the faculty review the general education requirements because many students end up

changing their majors. The lead faculty have a lot of responsibilities and Dr. Mason recommends they not teach the course. The enrollment is limited to 25 to 30 students per community. The decisions should be made by the department not Student Affairs. A list of the 2013-2014 communities was distributed to the Council. However, they are not set in stone until January so there is room for modifications. Dr. Mason reiterated she just wanted everyone to have the new guidelines and that it is a departmental decision. The deans would like to be more involved, at least in the loop on which courses are selected for the “communities.” Dr. Mason needs feedback from deans and general education on scheduling and sign off on the course.

c) Windows Success Program

Action: The Registrar’s Office has been mandated by the Regents to prepare a plan for the Windows Success Program at the University. It was decided to have a plan for all freshman, not just for the qualified admissions students. Departments need to assign advisors to these students by a certain deadline in the fall and spring to make the program work. Training for advisors will be provided by Student Affairs. Dr. Linn doesn’t envision there being a lot of time needed for the advisors of these students. The first meeting would be for enrollment, the next important date would be the midterm grades (should be between a two-week window to allow the student to drop course if needed) and a third meeting to pre-enroll for next semester. The Computing Center is creating another tab in TigerCentral for this “program” called, “Tiger Success.” The advisor will be required to check off the student has met with the advisors with this tab. If a student does not participate in these activities, they will need to meet with Brett Bruner to determine the issue. A session for parents and students will be incorporated into the early pre-enrollment dates. Each student will be required to sign off on this requirement. We are the only state regional university that is requiring this for all students. It was suggested that everyone in academics use the same scheduling software but not sure how that will happen. It was also suggested the student also meet with their advisor of the second major in that first three-week period. Joey is looking for feedback from the Council before next Tuesday, November 27. It was also suggested that Brett come to a meeting to provide a vision on how this works.

d) Internship Recommendation

Action: It is the responsibility of the department to inform career services about any available internships (both undergraduate and graduate). There will be a centralized site for all internships managed by Career Services.

e) IDS 350 Redesign Workshop

Action: Tabled.

f) The Metro Academies Initiatives

Action: The Council was asked to take a look at it relative to the first year experience. The Council should begin thinking of ways academic affairs can be part of the larger picture for the university. It will be put back on the agenda for discussion.

g) FR Foundation Schedule for Fall 2013/Spring 2014

Action: Dr. Crawford reported he continues to meet with the subcommittee and have created around five blocks right now. It is getting more complex but manageable. Dr. Crawford indicated they are getting closer to a recommendation to be presented before Christmas.

h) Global Learning through Short-Term Study Abroad

Action: Tabled.

i) IIE Brazil Partnership Program Steering Committee

Action: The Council was asked to send programs nominations to Cindy Cline.

j) Best Practices When Proposing and Teaching 600-level Courses

Action: This is just an informational item for the Council.

k) Provost's Award for Internationalization of the Campus/Curriculum

Action: A draft proposal of this award was presented to the Council. It was suggested taking it back to the committee about naming it the Avi Kempinski Award and to determine how often to present the award. All agreed the proposal needs more details before a decision can be made. Dr. Crowley was asked to take it back to the Internationalization Task Force with these suggestions. A final decision will be made after these questions have been decided.

2. Decision Item

Fall Faculty Award Recipients

Action: The recipients were selected for the fall awards. They will be announced at the Christmas Party and also classroom visits.

3. Informational Items

a) Advanced Development for Deans and Academic Leaders Conference in Boston, Massachusetts from January 15-17, 2013 (www.case.org)

b) Open Resource Training 101 as an informational item.

4. What Should We Know Today?

President Hammond distributed a copy of the changes to Strategic Plan, Foresight 2020 from six goals to three. The three address retention, degree completion and rankings. The last twelve performance agreements that were submitted to KBOR were not approved due to the timing of the approval of the new goals. Also, most of the friction is between the Regent members and the community and technical colleges.

Dr. Faber reported the additional sections of classes for spring 2013 are manageable and won't have to request more resources.

B. Adjournment

Action: The meeting adjourned at 12:44 p.m.

c: Dr. Edward Hammond
Dr. Tisa Mason
Mr. Larry Getty
Dr. Joey Linn
Dr. Emily Breit
Mr. Kyle Calvin
Provost's Council Secretaries