MINUTES Provost's Council April 23, 2013

The Provost's Council met at April 23, 2013 at 8:30 a.m. in the President's Conference Room, Sheridan Hall 306.

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

Guest: Jennifer Bonds-Raacke

A. Call to Order

The meeting was called to order by the Provost.

1. Strategy Item

Open/Zero – Textbook Initiative

Action: The Provost prompted the Council to begin thinking about this type of initiative at our University. Dennis is working with the Kaleidoscope project and what we need to do with Cable Green and John Riley when they come back to campus. The Provost wants to do some brainstorming today, nothing is in concrete. He is suggesting general education courses may be a good place to have no textbooks. He wants to have this as one of our performance agreements. It needs to be a strategic and carefully well thought out plan. We need to review our existing courses and determine which ones (5 or so) we want to use and go forward. These courses are not to just have faculty running around starting their own courses, the scope is what we should concentrate on. The real impact can be on campus. There is a small group of faculty lead by Eric Devo that assumed all courses must be approved by the Provost. That is not the intention of the course development process--it is only for off campus courses. It was suggested checking with the publisher about the materials they provided Shala for her global challenges class. We run into one problem, how do Peer Reviewed Journals (PRJ) come into play? We have competing interests. One of the down sides of zero textbooks is that some faculty are more comfortable with the materials the publisher provides instead of creating their own materials. We need to use the existing Open Education Resources (OER) that are available and build supplemental materials for our courses. This may be a way to continue the marketing strategy of affordable education for students. John Ross and Dennis King are thinking of internally generating an OER and an external OER. There are different varieties of things we can do with general education courses such as requiring a report from each department on what are the top three OER's available for teaching the course by sometime next year. We can provide links and ask for feedback, and then the next year, require one section must use an OER for the course. Each dean was asked to put together a two paragraph introduction on how OERs can be used in their college (this includes general education). Gavin Buffington in Physics and Philosophy currently use OERs and CISCO uses open text books. An action plan for NBC Learn must be turned in and results will be shared with the Provost. Are we filling a need for

the world, a need for ourselves on campus or are we filling a need to keep costs down for our students. We should be reviewing this strategy item as using supplemental materials not creating new materials. The Provost indicated that if anyone has a plan on how to use Cable Green and John Wiley when they come to campus, please share it with Dennis.

2. Discussion Items

a) Virtual College Expansion

Action: This is a four year plan. The Provost has set a goal of some return on investment that we are currently getting. The expansion will not be revenue enhancement or loss but we will be able to serve a lot more students. The President has requested a report on this topic by May 6. The Provost wants to take a contract with the Learning House which provides templates and put our numbers in the template. Dual enrollment is defined as on-campus students taking off campus courses. The cost used is \$180 per hour (average amount). Staffing costs include benefits for the positions. Other staffing implies non faculty costs. The big question is about the effect on the department chair and secretary that helps handle the load in the department. We have to build in costs for departments to process these additional courses.

b) Courses That Should Not be Part of Blackboard Reporting to StarFish Action: Starfish will allow us to monitor students on how many times they log into Blackboard, etc., Dennis would like a list a courses—specific sections of specific courses (title and number) that should not be included in the reporting by May 3. Chris will ask Jane to run a report that includes variable titles and variable credits for the deans. Brad Goebel will be responsible for sorting the data. It is recommended the base salary for adjunct faculty increase by \$300 (based on someone teaching one course that has three credit hours). The teaching load of 11 courses is for a 9-month position. It was suggested changing it to 10 instead of 11. Also suggested, changing the title to Lecturer instead of Instructor. One of the Council members questioned the salary of \$45,000 for a faculty member. The chart should be shifted to focus on enrollment projections not enrollment capacity. It should be more about recent growth. We are packaging it to fit Dr. Hammond's goal. What factors made us grow?? What about growth of office space as an option of having adjuncts on campus? What programs are going to be expanded in the next four years and which new programs will be submitted for approval by the Deans for the University.

c) Moving from Complexity to Coherency

Action: KBOR is still holding of on reciprocity because the fear that the quality coming in is less then what we have in the state and it is something they can control. We have reciprocity agreements with Missouri already.

d) Mid-Year Fiscal Year 2013 Budget Report Action: Tabled.

e) Korean Library – John Ross

Action: John Ross provided a demonstration of the library in Yonsei University located in Seoul, Wonju and Songdo, South Korea. The concept used by this University is

something John would like to use here at FHSU. We have the same type of technology they have at this university. Our library is moving away from printed documents. Forsyth Library is interested in immersive technologies and a greater learning commons approach (main level is creative commons).

f) Development Initiatives in the COET

Action: Tabled.

g) COET Red Balloon Initiatives

Action: Tabled.

h) The College Store of 2015 and Beyond

Action: Tabled.

i) Monthly Position Reports

Action: Tabled.

j) Winter Intersession Marketing

Action: Tabled.

k) Corporate Education Initiatives/Yum Brands/Corporate Counseling

Action: Tabled.

3. Decision Items

a) 2014 Class Schedule Preparation Calendar and Pre-Enrollment Classes

Action: Tabled.

b) Intersession Calendar 2014-2019

Action: Tabled (come in with proposed classes)

4. Informational Items

a) Grand Canyon's Ground Game

Action: Tabled.

b) Credit without Teaching

Action: Tabled.

c) Tennessee's New Classroom

Action: Tabled.

d) Civic Engagement Awards

Action: Tabled.

e) PSU Tobacco Free Initiative

Action: Looks like PSU is going in that direction.

5. What We Should Know Today and New Business

a) Comments from New Faculty and Staff Development Workshop Action: Dr. Gould met with the Next Generation faculty yesterday, and it was a great discussion. Faculty have an opportunity to meet at the next AASCU summer meeting, and Robert Moody and Skip Ward expressed interest. Dr. Gould will take five faculty members to the meeting. Dr. Faber said he talked with Dr. Heinrichs about going. Dr. Gould asked the deans to share this information with the faculty and get the names to him. The meeting is July 25-27.

Dr. Gould met with the new faculty to give them their attendance certificates for the new faculty workshops. The two main comments he got from faculty were: 1) the department chair didn't give them enough information/assistance to "get off the ground running," and 2) they felt like they were thrown into academic advising without much assistance from Patti Griffin's area. Dr. Gould felt like a checklist for department chairs on things to cover with new faculty might be helpful.

- b) We are in the process of completing a master plan for the University.
- c) Red Balloon Action Plans were distributed to the Council. The steering committee ranked the plans for the Provost. The President wants to pick several for funding (provost suggested 10). He wants to fund the departmental ones, the OER and the Virtual College one. He also wants to talk to the Red Balloon Committee and the authors of the action plans about assessment. His point was that it has to have a direct impact on FHSU. The Provost Council will also be invited to the meeting.
- d) Discussion of enrolling of summer and fall students separately.
- e) The Library has successfully completed 3-D scanning of 900 specimens from the Sternberg Museum.

B. Adjournment

Action: The meeting adjourned at 12:25 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