

Minutes

Provost's Council

May 1, 2007

Members present: Jeff Briggs, Chris Crawford, Cindy Elliott, Paul Faber, Dennis King, Deb Mercer, John Ross, Steve Trout, Steve Williams and Larry Gould

Guests present: Joey Linn and Edward Hammond

A. Call to Order

Action: The meeting was called to order by the provost.

1. Strategy Items

Action: President Hammond met with the Council to discuss the reorganization of the university.

The project team is meeting today and will issue a community report. Beginning each month, they will prepare a progress report for the university. It will be implemented for strategic planning and the budget in January 2008. President Hammond asked the Council to help in explaining the project team and its process to faculty. Liane Connelly and Carol Solko-Olliff have been appointed to the Committee. The three goals for the Committee will be: 1) increasing enrollments; 2) improve our efficiencies to meet the needs of our students; and, 3) improve our university. It is not too late to get items to the Committee.

Action: President Hammond discussed reallocating the on-campus summer salaries to fall/spring semesters. He is encouraging the deans to send students to our partnerships to take general education courses. We should be offering upper-division courses for our virtual college students.

2. Decision Making Item

TigerEnroll – Dennis King

Action: See decision in 3a and 3b

3. Discussion/Deliberation Items

a) Withdraw Policy – WF, WP

Action: The Council is in agreement with the change in withdrawal policy from weeks to days. However, the proposal to change the coding from "WP/WF" to just "W" will need to be presented to Faculty Senate since it relates to grades.

Action: The Council agreed to change the starting date for summer session to begin on Monday instead of Tuesday. This will be effective summer 2008. Provost Gould will take the request to Faculty Senate for the change to a "W" only.

b) Last Date to Withdraw-10th Week of Classes

Action: Changing the withdrawal policy to be counted in days versus weeks will resolve this issue.

c) Early Enrollment Period for Degree-Seeking Students

Action: The Council agreed to the proposal. It will be a pilot program for the spring and fall 2008 semesters.

d) New Purchasing Pilot Program Training

Action: President Hammond has asked the deans to encourage the usage of the local area merchants to purchase materials.

e) Quality Checkup Report

Action: Dr. Crawford gave a brief overview of the report and was asked to prepare a two-page summary of the areas of improvement needed for the institution. The Council of Institutional Effectiveness will review the document and process the recommendations that came out of the report.

f) Award Posthumous Degrees

Action: We have never had a posthumous degree at FHSU. A draft policy was included in the agenda. Feedback from the Council was requested.

g) Graduate Student Cooperating Teachers

Action: Provost Gould has proposed to the president to replace all of the cooperating teachers with FHSU graduate teaching assistants. This will improve our goal for internationalizing the campus. Provost Gould will be preparing the proposal and bring it back to the Council for discussion.

B. Progress Report

Action: No report

C. Strategic Planning and AQIP – An Update

Action: No report

D. Announcements/New Business

New Business

1) Action: The Council agreed to participate in the pilot project of Smarthinking.com classes. Smarthinking.com will be able to offer our students the opportunity to take general education classes. This will be a nonbinding memorandum of understanding. FHSU can pull out of the agreement at anytime.

2) Action: Provost Gould distributed a list of courses that do not have book orders. He asked the deans to follow up on the list and assist the bookstore in getting these book orders turned in.

3) Information Item: The Performance Agreement 2008 goals will be resubmission of the 2007 goals. The 2006 report was included in the agenda and is not what goals that were submitted in 2007, for 2008 and 2009.

4) Informational Item: If a student requests disabled service, the university is responsible for providing that service. Currently, SRS is required to provide 20 percent of the cost. Faculty need to know if they have a disabled student in class, they should be referred to Dennis King for off-campus and Carol Solko-Olliff for on-campus.

5) Action: Every faculty member should have a copy of their department's Comprehensive Faculty Evaluation and Development Handbook. New covers and notebooks will be supplied by the provost.

E. Adjournment

Action: The meeting adjourned at 12:25 p.m.

c: Dr. Edward Hammond
Dr. Herb Songer
Mr. Larry Getty
Dr. Joey Linn
Dr. Richard Lisichenko
Mr. Drew Thomas