

Minutes

Provost' Council
November 1, 2005

The Provost's Council met Tuesday, November 1, 2005 at 8:30 a.m. in the President's Conference Room, SH 306.

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

A. Call to Order

Action: The meeting was called to order.

1. Strategy Item

On Line Registration/Enrollment with Portal – Joey Linn

Action: Dr. Linn shared with the Council a conceptual model on how students would register on line once the portal is available. The concept is to “hold” the student to force them into an advising mode either self-advising or needing to seek an advisor. This proposal is on hold until further notice.

2. Decision Items

a) On-Campus and Virtual College Summer Session 2006 Payroll Form Feedback from Academic Deans

Action: The Council approved the revised payroll form. The new form will be distributed to the deans and dean secretaries.

b) HKICE MOU/Business Model

Action: No action taken. The business model will be discussed at a later date.

3. Discussion/Deliberation Items

a) PC Seminar for Spring 2006

Action: The assignment of dates is completed and the provost will send out an email to all users advertising the class. David Renteria will set up a Blackboard site where everyone can upload articles and other class materials to the site.

b) Final Grades – Joey Linn

Action: Final grades must be in by the deadline; Joey will send out a note to chairs. If adjuncts do not have access to CICS, all chairs will have access to input adjunct grades or if the adjunct faculty wants to put in their own grades, they need to contact Nancy at the Help Desk and get a CD with the CICS system on it. Requests need to be completed as soon as possible.

c) Proposal for a Cognate Course Database – Paul Faber

Action: Dr. Faber doesn't know which courses are cognates in other majors. He asked if it would be possible to send a spreadsheet to each chair and ask them to include their

cognates on the. The Assistant Provost's Office could put it together to share with the university community.

d. Retention Research for Virtual College Students/Student Affairs

Action: The President has assigned Herb Songer to be in charge of conducting retention research for virtual college students. The provost wanted the Provost's Council to be aware of this project.

e. Benjamin Franklin Documents Tour – John Ross

Action: The Library now owns two Benjamin Franklin letters which were donated by Dr. Cecil Curry and are valued at \$35,000. The Forsyth Library staff is scheduled to take these documents on tour around Kansas at major museums and education service centers. The audience will be K-12 students and other interested parties.

f. E-Learners ROI

Action: The document distributed tracked all the money that was spent on eLearners and how much money has been brought in by students contacting eLearners. This analysis is to determine the profitability of this initiative; the data only tracks for one year. It was clear the ROI was about 5 to 1 – i.e. \$50,000 earned for each \$10,000 spent.

g. Action Plan Priority Listing

Action: Provost Gould reviewed the priority listing with the deans; the list was broken down by the following categories: Hispanic initiative, mobile competency, classified position and unclassified position requests.

4. Informational Items

a) Compliance Issues – Leslie Paige

Action: Item tabled until the next meeting

b) Chapter XVI: The Seamstress' Son

Action: Informational Item

c) Symposium for Hispanic Leadership in Education

Action: Item tabled until the next meeting

d) A Wireless Utility

Action: Item tabled until the next meeting

B. AQIP Activities and Developments: An Update – Chris Crawford

a) Using AQIP in your Department – Forsyth Library (John Ross)

Action: Item tabled until the next meeting

b) AQIP Goal Forums for Faculty

Action: Item tabled until the next meeting

C. Mobile Computing Initiative

a) Mobile Computing Task Force Mission and Goals – John Ross

Action: Item tabled until the next meeting

b) Mobile Computing Faculty Survey/Feedback – John Ross

Action: John would like input from the Council before sending out the survey. The deadline for feedback is November 7.

E. Announcements/New Business

The University has laptop carts (90 computers, 6 carts that can be used to charge the computers, there are 15 computers on a cart) for the classrooms. We now need to assign the carts to departments (by building, by floor, by programs). Recommendations on the cart assignments should be sent to Dr. Chris Crawford.

F. Adjournment

Action: The meeting adjourned at 12:07 p.m.

c: Dr. Edward Hammond

Mr. Mike Barnett

Dr. Herb Songer

Mr. Larry Getty

Dr. Joey Linn

Dr. Win Jordan

Ms. Kiley Eisenhower

Provost's Council Secretaries