

October 22, 2009

TO: Provost's Council

FROM: Judith M. Bowman  
Assistant Vice President for Undergraduate Studies

FROM: Provost's Council Agenda for Tuesday, October 27

The Provost's Council will meet on Tuesday, October 27 from 8:30-10:00 a.m. in the Board Room in Koch Hall. The following agenda items will be discussed.

1. Approval of the October 14 minutes (see attachment, p. 1-2)
2. Revised Schedule for Pre-Tenure Review (see attachments, p. 3-5)
3. Eminent Scholar Process when the Department Chair is Nominated (see attachment, p. 6)
4. Quantitative Reasoning Report (see attachment, p. 7-12) – 9:00 a.m.  
Worth Pickering
5. GTA Institute
6. Graduate Program Administration Workshop Summary Evaluation (see attachment, p. 13-16)
7. Announcements/Reminders

PROVOST'S COUNCIL  
October 27, 2009  
Minutes

The Provost's Council met on Tuesday, October 27, 2009 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Nancy Bagranoff, Andrew Balas, Paul Champagne, Dave Chase, Chandra de Silva, Bill Graves, Phil Langlais, Ginny O'Herron, Worth Pickering, Chris Platsoucas, Marty Sharpe, Charles Wilson, and Linda Vahala. The following agenda items were discussed.

1. The October 14 minutes were approved.
2. Revised Schedule for Pre-Tenure Review

Council members reviewed the recently approved revised schedule for pre-tenure review. Carol Simpson noted a potential oversight that the policy statement on pre-tenure review and the accompanying schedule were not revised in those situations where a faculty member has received one or two years of credit toward tenure. The Deans agreed that the statement and schedule for faculty with credit toward tenure should be changed to state "the review process will be conducted during the second year of service at Old Dominion University, but no sooner than 12 months after initial appointment." The revision will be sent to the Faculty Senate Executive Committee for review and will be taken to the Board of Visitors in December. Faculty will be informed of the changes to the pre-tenure review policy statement and schedule, including the proposed revision for faculty with one or two years of credit toward tenure.

3. Eminent Scholar Process when the Department Chair is Nominated

Council members discussed a proposed revision to the policy on Eminent Scholars to deal with cases when the department chair is nominated. In these situations, the chair should not conduct the secret ballot of all tenured members of the department. Council members agreed that the policy should be revised to include the following statement: "If the department chair is a nominee, the secret ballot will be conducted by an associate dean of the college as designated by the dean." The proposed revision will be forwarded to the Faculty Senate for review.

Carol Simpson asked for discussion of a suggestion that those faculty not selected for eminent scholar designation receive feedback as to why they were not selected. After discussion, the Deans agreed that it was best not to provide this type of feedback to those not selected. The selection process is a judgment call and comparative, which makes it difficult to provide feedback. Similar selections, such as the SCHEV Outstanding Faculty Awards, do not include this type of feedback to those not selected. Chandra de Silva suggested that the committee might be able to provide generalized recommendations but not specifics. During the discussion, the Deans also agreed that nominees who are not selected could be carried over for future selection processes for a period not to exceed two years.

#### 4. Quantitative Reasoning Report

Worth Pickering shared the Quantitative Reasoning Assessment Plan Report that has been submitted to SCHEV. He distributed an Assessment of General Education as it relates to SACS and SCHEV and noted that the new general education program to be implemented in Fall 2010 needs to be assessed. He also distributed a proposed process for the review of general education, which calls for a three-year cycle so each general education competency is assessed every three years. This process will ensure that each of the six SCHEV competencies is reported every six years. Carol Simpson agreed that the proposed process is a good long-term plan. Marty Sharpe suggested that we fast track some of the competencies as a short-term strategy. After discussion, Council members agreed to fast track the general education categories on Interpreting the Past and Information Literacy and Research for Fall 2010.

Dr. Pickering informed Council members that he has visited each of the colleges for program assessment, and the Deans will receive a report on program improvement for institutional effectiveness. Dr. Simpson asked the Deans to access WEAVE and ensure that each of their programs has a good action plan.

Dr. Pickering also noted that tenure-track faculty should have received the COACHE survey and asked the Deans to encourage their faculty to participate.

#### 5. Graduate Program Administration Workshop Summary Evaluation

The summary evaluation for the first graduate program administration workshop was included with the agenda, and Phil Langlais distributed the summary evaluation for the second workshop. Overall, the results show that the workshops were useful and informative. Dr. Langlais asked for feedback from the Deans on areas for improvement and any other aspects of the workshops. Carol Simpson commented that, since the participants include GPDs and fiscal technicians, it might be beneficial to split the two groups into separate sessions or workshops. She asked the Deans to consult with their GPDs about splitting the two groups for future workshops.

#### 6. GTA Institute

This issue will be discussed at the next meeting.

#### 7. Announcements/Reminders

- A. Carol Simpson announced that classes will not be canceled for the visit by President Obama. Faculty can determine how to handle their classes during the time of his visit.
- B. Chandra de Silva announced that Dracula is opening next week. In addition, there is an upcoming lecture on Interfaith Understanding.
- C. Charles Wilson announced that University Professor nominations are due Monday, November 2 by 5:00 p.m.