

February 19, 2008

TO: Provost's Council

FROM: Judith M. Bowman
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SUBJ: Provost's Council Agenda for Tuesday, February 24, 2009

The Provost's Council will meet on Tuesday, February 24, 2009 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 February 10 minutes (see attachment, p. 1-3)
2. Response to Recommendations from the Videostreaming Committee
M'Hammed Adbous and Rick Patterson
3. Pre-tenure Review Policy Statement and Schedules (see attachment, p. 4-10)
4. Update on Enrollment Projection Process
Marty Sharpe
5. SACS Preparation Update
Marty Sharpe
6. Threat Assessment Report (see attachment, p. 11-16)
Judy Bowman
7. Proposed Graduate Policy on GPA Following Separation from the Institution (see attachment, p. 17)
Phil Langlais
8. Proposed Changes to the Virginia Tidewater Consortium Exchange Program (see attachment, p. 18)
Phil Langlais
9. Announcements
 - A. Deadline for nominations for the Provost's Award for Leadership in International Education – Monday, March 2

PROVOST'S COUNCIL
February 24, 2009
Minutes

The Provost's Council met on Tuesday, February 24, 2009 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), M'Hammed Abdous, Nancy Bagranoff, Andrew Balas, Oktay Baysal, Nancy Cooley, Chandra de Silva, Bill Graves, Phil Langlais, Ginny O'Herron, Rick Patterson, Chris Platsoucas, Marty Sharpe, and Charles Wilson. The following agenda items were discussed.

1. The February 10 minutes were approved.
2. Response to Recommendations from the Videostreaming Committee

Rick Patterson informed Council members that draft policies have been developed in six areas related to videostreaming. The draft policies will be sent to Council members for discussion at the next meeting.

M'Hammed Abdous discussed the results of the faculty survey on videostreaming and its availability to students. Overall, faculty felt students should have access to the archive of televised lectures online (72.09%) and access to live televised lectures using videostreaming (62.79%). However, faculty expressed concern that giving students this access would affect attendance in their classes, and some faculty do not want to allow access. The deans were opposed to blocking access to archived television lectures. Carol Simpson encouraged the deans to work with their faculty to make archived lectures available to students. Faculty who are concerned about the effect on attendance can make class participation important and part of the grade for the class.

3. Pre-tenure Review Policy Statement and Schedules

Judy Bowman provided background information on the proposal to revise the pre-tenure review policy statement and accompanying schedules. The proposed revisions from the Provost's Council were forwarded to the Senate; they reviewed the proposed schedule and made additional changes. The policy statement was reviewed by the Senate committee, but the full Senate has not acted on the revisions to the policy statement.

The deans were comfortable with the schedules proposed by the Senate for implementation in the future. They agreed to follow the existing schedule for this year and implement the new schedule once the Senate makes a recommendation on the policy statement.

4. Update on Enrollment Projection Process

Marty Sharpe informed the Council that the group working on enrollment projections has met several times. They are looking at pulling back on the size of the freshman class, with a goal of 2,600 freshmen, and increasing standards for transfer students. Chandra de

Silva is a member of the enrollment management group and will report regularly to the Provost's Council. He will be in contact with the deans and associate deans so he can represent all the colleges in the enrollment management process.

The next step is to develop the projections for graduate students. Dr. Sharpe distributed a worksheet on Graduate Program Enrollment: Holistic Analysis and Projections, which should be completed for each graduate program as listed in the program review notebooks the deans received. The deans should use the program review data as input in completing the worksheet. In addition, they should assume no new resources will be available and take into account the upcoming 5% budget cut. Projections for planned programs can be submitted.

As noted on the worksheet, Carol Simpson asked the deans to determine one of the following for each graduate program: (1) the program has capacity for enrollment growth; (2) the program does not have capacity to grow further; or (3) the program is beyond reasonable capacity and needs to be scaled back because it is oversubscribed. Given the category selected, the deans should approximate the number of fall headcount students and annual degrees awarded for each program. The worksheets from the departments should be submitted to the dean and forwarded to Marty Sharpe by March 6.

Nancy Cooley asked if programs could submit separate projections for on-campus and off-campus enrollments. Dr. Sharpe asked the deans to include this information in the comments section of the worksheet for those programs that are offered off campus.

5. SACS Preparation Update

Marty Sharpe noted that we are awaiting the official dates for the reaccreditation process, and she will publish the timeline soon. A small group will begin work this summer on the compliance audit, which will be due September 2011 and will be based on the previous year's data, i.e., 2009-10 data.

Dr. Sharpe distributed the SACS Guidelines on Faculty Credentials and reminded the deans that SACS will look at the credentials of every faculty member for every course. It is imperative that we document the credentials of all faculty (full time, part time, lecturers, instructors, and those who are teaching master's and doctoral students). This is particularly important for those teaching in an area outside their degree program. Dr. Sharpe will get clarification on the SACS guideline pertaining to graduate teaching assistants. She will also do a "dry run" to determine areas where we may not be in compliance. Updates will be provided at future meetings.

6. Threat Assessment Report

Judy Bowman reported on the work to date of the Threat Assessment Team, a cross-functional, multidisciplinary group that will be responsible for identifying, evaluating and managing the risks associated with certain behaviors that may pose a threat to the campus community's safety. The team, which includes representatives from the public safety,

student affairs, academic affairs, human resources, equal opportunity, and University counsel offices, will review reports of disturbing behavior and determine if an individual or group appears to be planning or preparing to engage in targeted violence. The team will then initiate appropriate actions to ensure campus safety. The draft policy on threat assessment was shared with Council members. The draft policy has been submitted to Bob Fenning and will go to the President, Vice Presidents and Board of Visitors for approval.

Bill Graves suggested that the Threat Assessment Team include a representative from the local community services board. Council members also suggested that reporting disturbing behavior to more than one office may be helpful. Ms. Bowman will take these suggestions to the next meeting of the Threat Assessment Team.

7. Proposed Graduate Policy on GPA Following Separation from the Institution

Phil Langlais discussed a proposed graduate policy on GPA following separation from the institution. The policy would allow students who have been separated from graduate study at Old Dominion continuously for six or more years and have successfully reapplied and been readmitted to a graduate program of study the option of removing all courses taken prior to the separation from the calculation of the cumulative grade point average. The policy is intended to help those students whose previous grade point average was less than 3.00. Council members endorsed the policy, which will be forwarded to the Faculty Senate for review.

8. Proposed Changes to the Virginia Tidewater Consortium Exchange Program

Phil Langlais discussed proposed changes to the Virginia Tidewater Consortium Exchange Program. The current policy does not address graduate students. The proposed changes establish a section in the policy outlining the requirements for graduate students who wish to take courses using the Consortium Exchange Program. Council members felt that the sentence related to Consortium credit and transfer credit should be revised so it is clear that 12 is the total number of credits that can be taken through the Consortium and/or transferred to Old Dominion. Dr. Langlais will revise the statement, and the policy will be forwarded to the Faculty Senate for review.

9. Announcements

- A. Council members were reminded that March 2 is the deadline for nominations for the Provost's Award for Leadership in International Education.
- B. Chandra de Silva announced that the Senior Scholar Lecture on Migration and AIDS will be held February 24.
- C. Bill Graves invited Council members to the College of Education Mardi Gras celebration in the Hampton/Newport News Room.
- D. Phil Langlais announced that ODU is the host for the upcoming meeting of the Conference of Southern Graduate Schools. A main topic of the meeting is how to enhance the emphasis on interdisciplinarity in graduate education.