

June 3, 2009

TO: Provost's Council

FROM: Judith M. Bowman  
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SUBJ: Provost's Council Agenda for Tuesday, June 9, 2009

The Provost's Council will meet on Tuesday, June 9, 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 May 12, 2009 minutes (see attachment, p. 1-3)
2. Avoiding Property Loss Claims by Exiting Faculty (see attachment, p. 4-10)  
Pat Kelly
3. Policy for the Oversight of Video Stream Course Delivery (see attachment, p. 11-14)  
Rick Patterson and M'Hammed Abdous
4. Courtesy Appointments (see attachment, p. 15)
5. Update on Strategic Planning
6. Modeling and Simulation Certificates Under Development (see attachment, p. 16)
7. Faculty Senate Issue 2008-9-4, NCI Masters Program (see attachment, p. 17-20)
8. Residency Requirements for Graduate Degrees (see attachment, p. 21)  
Phil Langlais
9. Announcements/Reminders
  - A. 2010 Virginia Outstanding Faculty Awards (see attachment, p. 22-24)

PROVOST'S COUNCIL  
June 9, 2009  
Minutes

The Provost's Council met on Tuesday, June 9 from 8:30-10:15 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Osman Akan, Ali Ardan, Andrew Balas, Andy Casiello, Chandra de Silva, Bill Graves, Pat Kelly, Phil Langlais, Ginny O'Herron, Chris Platsoucas, and Marty Sharpe.. The following agenda items were discussed.

10. The May 12, 2009 minutes were approved.

11. Avoiding Property Loss Claims by Exiting Faculty

Discussion was led by Pat Kelly in reference to an article in NACUANOTES on "Avoiding Property Loss Claims by Exiting Faculty." Mr. Kelly stated that it is important how faculty members' personal property is handled when they are separating from the University. If a faculty member's personal property is moved, the University should exercise care, inventory items carefully with possible photo/video documentation, and have at least two people (one individual as witness) involved during the process. The University should have a clearly stated policy published for all faculty and staff regarding personal property left in their offices, laboratories, or on computers, after separation from the institution occurs. Carol Simpson stated a follow up would be necessary to review current University policy.

12. Policy for the Oversight of Video Stream Course Delivery

Andy Casiello discussed a recommendation for the policy on the Oversight of Video Stream Course Delivery. The video stream course delivery system began operation in January 2008. Students from any distance learning mode or classroom structure can access archived versions of a video stream course 24 hours after the live version. The proposed policy covers orientation and training for faculty, students, and the Center for Learning Technologies, technical support and responsibilities, scheduling of video stream classes, access to video stream classes, and proctoring. After discussion, Council members approved the proposed policy on the Oversight of Video Stream Course Delivery.

13. Courtesy Appointments

Bill Graves reviewed the courtesy appointment policy and noted that it is important to identify the "home or primary" appointment to avoid elaborate systems such as Florida State. He suggested that Council members review the University of Michigan's policy on courtesy appointments. Carol Simpson stated that the expectations for tenure must be determined at the beginning of the appointment. Members of the Provost's Council agreed that courtesy appointments were a good vehicle to bring institutions together as well as a good recruitment tool for faculty. Carol Simpson asked the deans to consult with their department chairs to develop a

list of all courtesy and joint appointments within their college. Academic Affairs will review any existing courtesy appointment policies.

#### 14. Update on Strategic Planning

Discussion of this agenda item was postponed.

#### 15. Modeling and Simulation Certificates Under Development

Phil Langlais described the goal of the Modeling and Simulation Certificates, which is to enhance the student's skills by taking the certificate courses. He noted that the certificates were a valuable tool in recruitment and for external constituents. Carol Simpson noted the need for full continuous assessment of all certificate programs, especially for SACS. Follow up is needed for a complete listing of all certificates offered by the University to be identified in the catalog.

#### 16. Faculty Senate Issue 2008-9-4, NCI Masters Program

Marty Sharpe updated Council members on the status of the NCI Masters program. She explained that according to SACS accreditation, if 50% or more of a program were offered at another site, the University would have to go through the required process to establish the new location. If only 25% - 49% of a program were offered at another site, SACS requires only a notification for accreditation purposes. Carol Simpson reviewed the Faculty Senate Resolution, and emphasized that in the future there will be full faculty involvement in the creation or significant modification of all academic programs.

#### 17. Residency Requirements for Graduate Degrees

Phil Langlais supplied an additional handout approved by GAC on 5/21/09 regarding proposed residency requirements for graduate degrees. The main issue addressed is that all doctoral students shall spend at least two semesters engaged in full-time graduate study. Also proposed and approved by GAC was that a majority of the total credits for completion of the master's and doctoral degree must be courses offered by Old Dominion University. Carol Simpson asked the deans to review the proposed residency requirements with their department chairs. Following that, the proposed requirements will be forwarded to the Faculty Senate for their review.

#### 18. Announcements/Reminders

- B. Carol Simpson announced the opportunity to nominate a faculty member for the 2010 Virginia Outstanding Faculty Awards annual recognition award, with the deadline date of August 3, 2009.
- C. Carol Simpson distributed a letter from AAC&U in regards to new funding opportunities for institutional projects offered during the period 2010-2012 entitled "Bringing Theory to Practice," and encouraged the deans to participate.