

February 5, 2010

TO: Provost's Council

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

SUBJ: Provost's Council Agenda for Tuesday, February 9, 2010

The Provost's Council will meet on Tuesday, February 9, 2010 from 8:30-10:00 a.m. **Please note that the meeting will be held in the Potomac/York Room in Webb Center.** The following agenda items will be discussed.

1. Approval of the January 26 minutes (see attachment, p. 1-3)
2. Capital Campaign  
Alonzo Brandon and Anita Friedmann
3. Commencement/Faculty Participation (see attachment, p. 4) – 9:00 a.m.  
Karen Travis and Jason Phenicie
4. Report from the Graduate Appeals Committee on Proposed Changes in Roles, Responsibilities and Structures (see attachment, p. 5-7)
5. Status of WEAVE Reports by College (see attachment, p. 8-9) – 9:20 a.m.  
Worth Pickering
6. Guiding Principles for Program Reviews
7. Announcements/Reminders
  - A. Brandeis University Joseph B. & Toby Gittler Prize (see attachment, p. 10-12)

PROVOST'S COUNCIL  
Minutes  
February 9, 2010

The Provost's Council met on Tuesday, February 9, 2010 from 8:30-10:00 a.m. in the Potomac/York Room in Webb Center. Those present were Carol Simpson (Chair), Nancy Bagranoff, Andrew Balas, Oktay Baysal, Paul Champagne, Chandra de Silva, Anita Friedmann, Bill Graves, Brenda Lewis, Sara Morris, Ginny O'Herron, Jason Phenicie, Worth Pickering, Chris Platsoucas, Karen Travis, and Charles Wilson. The following agenda items were discussed.

1. The January 26 minutes were approved.
2. Capital Campaign

Anita Friedmann from the Office of Development presented information on the upcoming Capital Campaign for ODU. The campaign is currently in the pre-planning phase, which includes completing University and college strategic plans, internal meetings with deans and others on funding priorities, developing the opportunities list, and beginning to outline the Case Statement. She will provide examples of Case Statements to the deans. The pre-planning phase will be followed by the planning phase, the advance gifts and leadership recruitment phase, and the public phase, with the public kickoff for the campaign taking place in a year or two. The Development Office will survey key top donors to develop the campaign goal.

3. Commencement/Faculty Participation

Karen Travis and Jason Phenicie from the Office of University Events met with Council members to discuss a proposal for increasing faculty participation in Commencement. They proposed seating the faculty behind the platform, visually making them an extension of the platform party. They also proposed permanently setting which colleges would participate in the morning and afternoon Commencements and providing additional funding for pre- or post-Commencement receptions.

Council members recommended a return to individual college ceremonies in order to increase faculty participation. Ms. Travis and Mr. Phenicie will look at the cost and logistics involved in a return to college ceremonies and present the information at a future meeting. Carol Simpson asked the deans to consult with and obtain feedback from faculty on reinstating college commencement ceremonies.

4. Report from the Graduate Appeals Committee on Proposed Changes in Roles, Responsibilities and Structures

Discussion of this issue was postponed.

5. Status of WEAVE Reports by College

Worth Pickering discussed and shared concerns about the status of the WEAVE reports in the colleges. The University must provide three years/cycles of assessment data to SACS in fall 2011. Based on 2008-09 data, ODU is currently non-compliant with the Comprehensive Standard on Institutional Effectiveness. Dr. Pickering asked for the deans' help in providing the data needed for 2008-09. Following that, data for 2009-10 and 2010-11 must be provided. He distributed a document on Evaluating Academic Assessment Plans and Reports and a sample assessment report for an exemplary program. He will send an electronic version of a report for an exemplary program from each college to the deans. Carol Simpson asked the deans to share the sample reports with their departments. She also stressed the importance of providing the assessment data and asked the deans to accomplish this for the 2008-09 data by the end of spring break. The status of the WEAVE reports will be discussed again after spring break.

6. Guiding Principles for Program Reviews

Discussion of this issue was postponed.

7. Announcements/Reminders

A. Carol Simpson encouraged the deans to submit nominations for the Brandeis University Joseph B. & Toby Gittler Prize.