

March 19, 2010

TO: Provost's Council

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

SUBJ: Provost's Council Agenda for Tuesday, March 23, 2010

The Provost's Council will meet on Tuesday, March 23, 2010 from 8:30-10:00 a.m. in the Board Room in Koch Hall. The following agenda items will be discussed.

1. Approval of minutes of the February 23 meeting (see attachment, p. 1-3)
2. Approval of minutes of the March 2 meeting on distance learning (see attachment, p. 4-5)
3. Faculty Senate Issue 2008/9-9, Policy on Intellectual Property (see attachment, p. 6-12)
Mohammad Karim and Zohir Handy will join us for the discussion.
4. Faculty Senate Issue 2009/10-10, Special Appointments Policy and Procedure (see attachment, p. 13-16)
5. Approval of Academic Program Review Process for 2010-15 (document to be distributed later)
6. SACS Faculty Checklist (see attachment, p. 17-18)
7. Status of WEAVE Reports by College
8. Proposed Master's Degree in Communication (see attachment, p. 19-51)
9. Announcements/Reminders

PROVOST'S COUNCIL
March 23, 2010
Minutes

The Provost's Council met on Tuesday, March 23, 2010 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, David Branch, Paul Champagne, Chandra de Silva, Zohir Handy, Mohammad Karim, Phil Langlais, Brenda Lewis, Sara Morris, Ginny O'Herron, Chris Platsoucas, Marty Sharpe, and Charles Wilson. The following agenda items were discussed.

1. The February 23 minutes were approved.
2. The minutes of the March 2 meeting on distance learning were approved.
3. Faculty Senate Issue 2008/9-9, Policy on Intellectual Property

Mohammad Karim and Zohir Handy joined Council members for the discussion of the recommendation from the Faculty Senate for a Policy on Intellectual Property. The proposed policy will replace the current Policy on Patents and Copyrights. The new policy provides needed updates and brings the University's policy in line with current practice in the field. Council members approved the Policy on Intellectual Property. The Council's recommendation will be forwarded to President Broderick.

4. Faculty Senate Issue 2009/10-10, Special Appointments Policy and Procedure

Council members discussed the recommendation from the Faculty Senate to revise the current Policy on Faculty and Faculty Administrator Hiring. The recommendation is to remove the section of the policy on internal searches because the policy on Hiring Procedures for Instructional and Administrative Faculty includes internal searches and is sufficient to cover the information. Paul Champagne noted that the Faculty Senate also recommends removing the sections on exceptional opportunities and spousal hiring from the Policy on Faculty and Faculty Administrator Hiring, which would remove the policy completely. The Senate feels that the policy on Hiring Procedures for Instructional and Administrative Faculty also covers sufficiently these sections.

Several of the Deans felt that the language in both policies should be reviewed to be sure everything would be covered in one policy. They also expressed a preference for some of the language in the Policy on Faculty and Faculty Administrator Hiring. Carol Simpson and Judy Bowman will review the language in the two policies and combine the wording. The revised policy will be reviewed at a future Provost's Council meeting.

5. Approval of Academic Program Review Process for 2010-15

Marty Sharpe asked if there were comments or questions on the academic program review process for 2010-15. Nancy Bagranoff asked about the timeline for the process.

Carol Simpson responded that the intention is to complete the internal program review process by the end of August. The results would be included as part of the deans' annual reports. The external program review process will be made more explicit.

6. SACS Faculty Checklist

Marty Sharpe distributed the policy on Academic and Professional Preparation Requirements for Faculty, which describes information that should be in each faculty member's file. Council members discussed the SACS/COC Faculty Files Audit Checklist that was included in the agenda. Dr. Sharpe reminded the Deans that they should be keeping a list of those faculty whose credentials would require an exception. She asked the Deans to begin reviewing their faculty files now to be sure they are complete and to review the Faculty Files Audit Checklist.

7. Status of WEAVE Reports by College

Marty Sharpe reported that the WEAVE reports have been submitted and reviewed, and the 2008-09 year is now closed. Carol Simpson noted that it is time to prepare the reports for 2009-10 and stressed that they must be 100% complete by August 1, 2010.

8. Proposed Master's Degree in Lifespan and Digital Communication

Chandra de Silva reported that the proposed master's degree in lifespan and digital communication has been almost completely rewritten as a result of comments from the Provost's Council and SCHEV. Council members made several additional suggestions for revision and approved the proposal with the suggested amendments. The proposal will be forwarded to the Faculty Senate for review.

9. Announcements/Reminders

- A. Phil Langlais noted that a decision is needed on the responsibility for implementation of the GTA Institute. This issue will be discussed at the next meeting.
- B. Andrew Balas announced that the LifeNet CEO will be speaking on campus on April 1.
- C. Chandra de Silva announced that the ONFilm Festival starts March 24.
- D. Marty Sharpe announced that Worth Pickering will take the lead on the QEP for SACS Reaffirmation. A committee will be formed soon.