

March 8, 2013

TO: Provost's Council

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

SUBJ: Provost's Council Agenda for Tuesday, March 12, 2013

The Provost's Council will meet on Tuesday, March 12 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 26 minutes (see attachment, p. 1-3)
2. Academic Orientation – Ellen Neufeldt
3. Proposed Revision to the Policy on Reappointment or Nonreappointment of Faculty (see attachment, p. 4-6)
4. Faculty Senate Issue 2012/13-12, Faculty Teaching Load (see attachment, p. 7-11)
5. Proposed Revision to the Policy on Second Baccalaureate Degree Decisions (see attachment, p. 12-13)
6. Suggestions from the SGA to Improve Responses on the Student Opinion Surveys
7. Proposed Revisions to the Policy on Evaluation of Academic Deans (need all Deans at the March 26 meeting)
8. Announcements
 - A. Spring Equinox Violin Concert Featuring Pavel Ilyashov – March 20, 2013 (see attachment, p. 14)
 - B. Classical, Flamenco, Filipino Music with Antonio Carnota – April 14, 2013 (see attachment, p. 15)

PROVOST'S COUNCIL
March 12, 2013
Minutes

The Provost's Council met on Tuesday, March 12 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Oktay Baysal, Andy Casiello, Chandra de Silva, Linda Irwin-DeVitis, Jeanie Kline, Brenda Lewis, Shelley Mishoe, Ellen Neufeldt, Ginny O'Herron, Renee Olander, Chris Osgood, Don Stansberry, Charles Wilson, and Gil Yochum. The following agenda items were discussed.

1. The February 26 minutes were approved.
2. Academic Orientation

Ellen Neufeldt and Don Stansberry discussed an academic orientation program for first-time freshmen planned for implantation in fall 2013. The program will take place on Saturday, August 24, which is the first day of classes, and will focus on what it means to prepare for academic study, what it means to be a Monarch citizen, and lifestyle choices. Suggested topics for the program include learning styles, course syllabi, how to be a student, study skills, time management, and an overview of services available. There will be two large sessions at the Ted Constant Convocation Center for the official opening of classes followed by smaller, breakout sessions. The orientation program will take the place of the Freshman Convocation event previously held on the Sunday before the first full week of classes.

Dr. Neufeldt asked for the deans' help in identifying one or two faculty members from each college who would serve on the planning group. The following suggestions were made by Council members: involve senior students in the program, include graduate students in some way, and incorporate something in the program to plant the idea of giving back to the University as alumni.

Dr. Neufeldt distributed information on graduate student enrollment for the last three years. Enrollment has declined in some of the colleges. Carol Simpson stressed that graduate enrollments must, at a minimum, stay steady. If not, the colleges with declines will need to alter their revenue streams in order to offset the revenue lost from declining graduate student enrollment. Additional information on enrollment will be broken down by students who pay full tuition and students who receive tuition from the University, as well as by master's students and doctoral students. The detailed information will be shared with the deans. Oktay Baysal suggested that we also look at graduate recruitment college by college.

Dr. Neufeldt also distributed information on Admitted Student Day, which will be held April 6. She thanked the deans for their support and the support of their associate deans.

3. Proposed Revision to the Policy on Reappointment or Nonreappointment of Faculty

Council members discussed and approved a proposal to remove section 6.c. from the Policy on Reappointment or Nonreappointment of Faculty, which is as follows.

Any academic year in which a faculty member has been under full-time contract to the university for one full semester or more will be counted as a full academic year for the purposes of this provision.

The inclusion of this language in the policy is confusing and could be interpreted to mean that faculty who are notified of nonreappointment in their second year must be given a terminating appointment of one year. The intent of the policy is that only faculty with two or more academic years of service would receive a terminating appointment of one year upon notification of nonreappointment. The Faculty Senate Executive Committee agreed that section 6.c. should be taken out of the policy.

The Council's recommendation will be forwarded to President Broderick for approval. Upon his approval, the proposed revision will be taken to the Board of Visitors.

4. Faculty Senate Issue 2012/13-12, Faculty Teaching Load

Council members discussed and approved the recommendation from the Faculty Senate for revisions to the policy on Faculty Teaching Load. The revisions address the possibility that faculty members may be assigned to teach more than the standard academic load and describe the approvals needed. The Council's recommendation will be forwarded to President Broderick for approval.

5. Proposed Revision to the Policy on Second Baccalaureate Degree Decisions

Jeanie Kline described proposed changes to the policy on second baccalaureate degree decisions. The changes were proposed by the Office of Enrollment Management and subsequently recommended by the Undergraduate Student Academic Policies and Procedures Committee. The intent is to align the admissions procedure for second degree students with the procedure for undergraduate admission procedures, thereby reducing delays for second degree students.

Council members approved the proposed revisions, and they will be forwarded to President Broderick for approval.

6. Suggestions from the SGA to Improve Responses on the Student Opinion Surveys

Carol Simpson described some of the recommendations from the Student Government Association on ways to increase student response rates on the Student Opinion Surveys. They suggested renaming the Student Opinion Survey to make the purpose of the surveys clearer. Possibilities include RateMyODUCourses, Rate My Course, and ODU CourseSurvey. The SGA also asked that results of the survey be shared with students. They felt this would help students gauge their performance in comparison to other students taking the class and also help students in selecting courses for upcoming semesters. Judy Bowman will send the recommendations made by the SGA to Provost's Council members.

Dr. Simpson stated her hope that the measures being taken by Grace Little and her staff will increase response rates on the surveys. If not, we will need to discuss changes to the surveys with the Faculty Senate.

7. Proposed Revisions to the Policy on Evaluation of Academic Deans

This issue will be discussed at a future meeting when all the deans are present.

8. Announcements

- A. The Spring Equinox Violin Concert featuring Pavel Ilyashov will be held on March 20, 2013.
- B. A program of Classical, Flamenco, Filipino Music with Antonio Carnota will be held on April 14, 2013.