

January 19, 2007

TO: Provost's Council

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

SUBJ: Provost's Council agenda for Tuesday, January 23, 2007

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

Please note that you are asked to stay for a demonstration on a faculty credentials data system from 10:00-11:00a.m. in the Board Room.

1. Approval of the January 9 minutes (see attachment, p. 1-2)
2. On-Line Adjunct Orientation
Nancy Cooley and M'Hammed Abdous
3. Demonstration on Degree Audit
Mary Swartz and Chris Davis
4. Faculty and Program Surveys Associated with the National Research Council
Ranking of Doctoral Programs – 9:15 a.m.
Marty Sharpe and Brenda Lewis
5. Faculty Senate Issue 2006-7-3, Proposed Revision to the Policy on Non-degree Credits to Complete a Degree (see attachment, p. 3-6)
6. Faculty Senate Issue 2006-7-11, Evaluation of Academic Chairs (see attachments from Faculty Senate, Provost's Council revisions, annual evaluation instrument from Arts and Letters, and information from the IDEA Center, p. 7-21)
7. Faculty Senate Issue 2006-7-10, Evaluation of Academic Deans (see attachments from Faculty Senate and IDEA Center, p. 22-29)
8. Evaluation of Associate Deans (see attachment, p. 30-31)
9. Other Business

PROVOST'S COUNCIL
January 23, 2007
Minutes

The Provost's Council met on Tuesday, January 23 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Thomas Isenhour (Chair), Phil Langlais (Co-chair), Nancy Bagranoff, Andrew Balas, Oktay Baysal, Nancy Cooley, Chandra de Silva, Bill Drewry, Bill Graves, Phil Langlais, Mike Overstreet, Ann Pettingill, and Charles Wilson. The following agenda items were discussed.

1. The January 9 minutes were approved.

2. Virginia Beach

Tom Isenhour updated Council members on the status of ODU's offerings at the Virginia Beach Higher Education Center.

3. On-Line Adjunct Orientation

Nancy Cooley and M'Hammed Abdous demonstrated an on-line adjunct orientation tool developed by CLT. The instrument has a general level and a level that can be customized to the needs of the college or department. Two units are using the on-line adjunct faculty orientation now, and staff from CLT will be glad to demonstrate the tool for other colleges and departments.

4. Demonstration on Degree Audit

Mary Swartz and Chris Davis distributed information and demonstrated the newly implemented degree evaluation system. Mr. Davis is available to demonstrate the system to college groups. Chandra de Silva suggested that we consider the policy implications of the system as well as the implications for faculty who will be able to spend their time with students differently and who will need training and professional development.

5. Faculty and Program Surveys Associated with the National Research Council Ranking of Doctoral Programs

Marty Sharpe discussed the faculty and program surveys associated with the National Research Council ranking of doctoral programs. Faculty will be asked to complete a survey and they will need to provide very detailed information on their credentials. She asked for the deans' assistance in encouraging faculty to complete the survey. A program survey will follow the faculty survey and will be sent to deans, chairs and program directors.

6. Faculty Senate Issue 2006-7-3, Proposed Revision to the Policy on Non-degree Credits to Complete a Degree

Council members approved the recommendation from the Faculty Senate to revise the policy on non-degree credits to complete a degree. The proposed revisions would allow up to 12 ODU non-degree credit hours and up to 12 credit hours of appropriate course work from other institutions to be applied toward completion of a graduate degree. The Council's recommendation will be forwarded to President Runte.

7. Faculty Senate Issue 2006-7-11, Evaluation of Academic Chairs

Council members discussed the recommendation from the Faculty Senate to revise the policy for department chair evaluation. They approved the proposed revisions with several modifications. Rather than distribute survey results to department faculty, as the Senate recommended, the deans felt the language should be changed to share feedback with department faculty. This would provide leeway to the dean in communicating with faculty while preserving the dean's responsibility to evaluate the chair and the confidentiality of the evaluation. The Council's recommendation will be forwarded to President Runte.

8. Faculty Senate Issue 2006-7-10, Evaluation of Academic Deans

Council members discussed and approved the recommendation from the Faculty Senate to revise the policy on the evaluation of academic deans. The revision adds language to the policy that a summary of the evaluation results will be distributed by the Provost to faculty in the college. The Council's recommendation will be forwarded to President Runte.

9. Evaluation of Associate Deans

Council members discussed whether there should be a University policy on the evaluation of associate deans. The process has worked well in those colleges where the associate deans are evaluated, and feedback from the evaluation has been shared with the associate dean. Council members felt there should be a more formal process for the evaluation of associate deans. Discussion of a more formal process will continue at a future meeting.

10. Other Business

- a. Bill Graves noted that the University needs to begin thinking about the framework of the next strategic plan. He also expressed concern about legislative proposals for a community college fellowship program and three-year degrees and suggested John Broderick or a member of his staff brief the Council on these and any other legislative issues that would affect higher education.

