

December 4, 2008

TO: Provost's Council

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

SUBJ: Provost's Council Agenda for Tuesday, December 9, 2008

The Provost's Council will meet on Tuesday, December 9 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 November 11, 2008 minutes (see attachment, p. 1-3)
2. Faculty Senate Issue 2007/8-21, Enrollment Limitations for Students Involved in Judicial Proceedings (see attachment, p. 4-6)
3. Distance Learning Workload Policies (see attachment, p. 7-8)
Nancy Cooley
4. Strategic Planning Process 2009-14

PROVOST'S COUNCIL
December 9, 2008
Minutes

The Provost's Council met on Tuesday, December 9, 2008 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Nancy Bagranoff, Andrew Balas, Oktay Baysal, Paul Champagne, Nancy Cooley, Chandra de Silva, Bill Graves, Phil Langlais, Ginny O'Herron, Chris Platsoucas, and Charles Wilson. The following agenda items were discussed.

1. The November 11 minutes were approved with one correction.
2. Faculty Senate Issue 2007/8-21, Enrollment Limitations for Students Involved in Judicial Proceedings

Carol Simpson informed Council members that she has spoken with the University's general counsel and has received communications from representatives from Student Affairs about the recommendation to limit enrollment for students involved in judicial proceedings. They are concerned that the recommendation may not be in compliance with University policy, and it could represent double jeopardy for some students. Paul Champagne responded that the Senate is reviewing the entire policy again and might be able to modify the recommendation so that students who are not found guilty are not affected. Carol Simpson suggested that she meet with Pat Kelly and Paul Champagne to draft revisions to the recommendation that could be taken back to the Senate.

Council members expressed the following additional concerns about the Student Disciplinary Policies and Procedures and asked the Senate to look at these issues as they review the policy.

- The policy should address academic requirements such as comprehensive examinations, in addition to courses.
- The respective roles of Academic Affairs and Student Affairs should be defined more clearly, and the policy should include more specific language about dismissal from a program, particularly at the graduate level.
- In some cases, the hearing and appeal processes have taken several months. The suggestion was made to include timelines in the policy for the various actions to occur.

Judy Bowman reminded Council members that the issue of whether to include disruptive behavior and accompanying sanctions in the policy was discussed previously by the Council and has not been resolved.

3. Distance Learning Workload Policies

Nancy Cooley distributed a handout that described the distance learning workload policy recommendations approved for implementation by Acting President Broderick. She noted that a primary recommendation is that, in accordance with University policy, the department chair determines how the equivalent of a 24-hour credit load is comprised for

each faculty member. Dr. Cooley discussed the following components of the policy recommendation.

- Workload and compensation levels
- Distribution of all current base funds for distance learning workload policies
- Distribution of TELETECHNET-USA annual net revenue funds
- Distribution of new net revenue funds from distance learning growth, excluding courses covered by TELETECHNET-USA policy
- Other resource needs
- Workload and compensation committee

Chandra de Silva asked whether the base funds that would be distributed to the colleges by distance learning would be recalculated annually based on the previous year's enrollment and if they would include provision for new growth in enrollments. He also asked about the distribution of new net revenue funds from distance learning growth and what would happen if all programs grew. Dr. Cooley responded that the deans would get a projection in January showing expected revenue to be received the following June. The deans felt January was too late for the projection because of the timeline for budget submissions and suggested September 30. Nancy Bagranoff expressed concern that, while it is positive to return money to the departments to reward faculty doing the work, the new policy would hurt the colleges by returning less money to them. Dr. de Silva felt that establishing departmental committees to develop policies and procedures on monies distributed to the department could cause problems if there were differential policies within the college. If departmental committees are needed, Council members agreed that existing departmental committees could be used.

Regarding the distribution of new net revenue funds from distance learning growth, Bill Graves noted that the policy recommendation is that revenue growth from any tuition increase must first be backed out; he asked who would receive the increase. Chandra de Silva expressed concern that the new net revenue funds are for one year only. Thus, if a department grew once but did not grow again, their funding would return to the previous base but the department would be expected to serve the growth. Nancy Bagranoff commented that this could provide incentive for departments to grow one year, cut the next, and grow again the following year.

Dr. Cooley also distributed and discussed a handout showing a comparison of the revenue categories and recipients using the current policy and the proposed policy. The deans asked to see specifics on what last year's numbers were for all colleges and departments and what they would have been under the new policy. Dr. Cooley will prepare the data for discussion at a future meeting.

4. Strategic Planning Process 2009-14

A Provost's Council meeting will be held on December 19 to discuss the strategic planning process.

5. Other Business

- A. Bill Graves informed Council members that, beginning December 15, the Child Study Center will no longer accept applications for infants and children under 16 months of age. Providing child care for these children was losing money each year. The mission of the center is not child care but the education of PK-3 teachers. In addition, Norfolk State University has the authorization for educational programs for children from birth to three years of age. Children under 16 months of age who are currently enrolled will be served. Dr. Graves noted that this change will result in more slots for children 16 months and older.