

September 18, 2008

TO: Provost's Council

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

SUBJ: Provost's Council Agenda for Tuesday, September 23, 2008

The Provost's Council will meet on Tuesday, September 23, 2008 from 8:30-10:00 a.m. in **Education 118**. The following agenda items will be discussed.

1. Approval of the September 9 minutes (see attachment, p. 1-2)
2. Graduate Enrollment (attachment will be sent separately)
3. Proposed Revisions to the Policy on Initial Appointment of Teaching and Research Faculty (see attachment, p. 3-6)
4. Participation in the Fall 2008 GTA Institute (see attachment, p. 7)

PROVOST'S COUNCIL  
September 23, 2008  
Minutes

The Provost's Council met on Tuesday, September 23, 2008 from 8:30-10:00 a.m. in Education 118. 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, Marty Sharpe, and Charles Wilson. The following agenda items were discussed.

1. The September 9 minutes were approved.
2. Graduate Enrollment

Marty Sharpe discussed the materials related to the SCHEV program viability process for 2008. Program viability is determined by fall headcount majors, annual FTE majors, and for undergraduate programs, service courses. Programs falling below some or all of the standards are identified, and institutions must respond to SCHEV about these programs. The deans received a draft report showing programs that do not meet all or some of the standards. The report also identifies which programs require initial follow up by the colleges.

By October 1, SCHEV will provide institutions with the official list of programs that do not meet viability standards. By October 15, institutions must notify SCHEV whether they will (a) voluntarily close the program(s); (b) request an exemption from viability review; or (c) provide justification for continuing the program. SCHEV will notify institutions by November 1 of the status of all requests for exemptions and acknowledge voluntary closures. By January 15, institutions must provide documentation demonstrating the viability of all non-exempt programs.

Dr. Sharpe informed Council members that she is working on the development of an internal program review process. Carol Simpson recommended that the deans give their programs a broad-brush look initially and determine which programs to focus on first. The University needs a plan for focused review of its academic programs. In addition, external reviewers should be brought in from time to time.

Phil Langlais discussed the internal assessment process for graduate programs. He noted that headcount in doctoral programs is increasing, but faculty resources and external support are not keeping pace. Dr. Langlais will provide data on graduate students and graduate programs to the deans for their review in order to develop a plan for graduate enrollment and resources.

Dr. Simpson asked the deans to work with their chairs to be sure they understand that we cannot assume the same level of funding for graduate students will continue, especially for research assistants. Council members made the following comments and suggestions regarding support for graduate programs.

- Ask businesses and corporations for sponsorship support for doctoral students.
- Develop professional master's programs that are market driven.
- Review the data to determine why graduate students leave in the first four to five semesters.
- Look at ways to bring in revenue for graduate programs.
- Explore responsibility-centered budgeting.
- Determine if endowments can be redirected.

Dr. Simpson informed Council members that Dr. Langlais is working on many of these issues with the Graduate Enrollment Management Committee. She strongly encouraged the deans to be sure their representative on the committee works with Dr. Langlais. She stressed the need to support stronger programs, determine a way to review graduate programs, and determine priorities.

3. Proposed Revisions to the Policy on Initial Appointment of Teaching and Research Faculty

Council members discussed proposed revisions to the Policy on Initial Appointment of Teaching and Research Faculty. The revisions are intended to add information about the documentation candidates should submit when the initial appointment to the University includes the award of tenure. The proposed revisions will be forwarded to the Faculty Senate for review.

4. Participation in the Fall 2008 GTA Institute

Phil Langlais reported that faculty participation in the 2008 GTA Institute was good.

5. Other Business

- a. Bill Graves distributed three articles from The New York Times Magazine.