

November 5, 2010

TO: Provost's Council

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

SUBJ: Provost's Council Agenda for Tuesday, November 9, 2010

The Provost's Council will meet on Tuesday, November 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 October 26 minutes (see attachment, p. 1-3)
2. Information About On-line Tool to Connect Students with Appropriate Job Opportunities  
Tom Wunderlich
3. Faculty Senate Recommendation on Joint Appointments (see attachment, p. 4-6)
4. Faculty Senate Issue 2009/10-15, Student Complaint Procedure (see attachment, p. 7-9)
5. Standard Faculty Web Pages – 9:00 a.m.  
Marty Sharpe, Grace Little and Matt Sullivan
6. NSSE Results (see attachment, p. 10-16) – 9:30 a.m.  
Worth Pickering
7. Continuation of Discussion on Faculty Workload
8. Announcements
  - A. Retreat in December on various policy issues

## PROVOST'S COUNCIL

November 9, 2010

### Minutes

The Provost's Council met on Tuesday, November 9, 2010 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Oktay Baysal, Andy Casiello, Paul Champagne, Laura Czerniak, Chandra de Silva, Linda Irwin-DeVitis, Brenda Lewis, Bienvenido Lorenzo, Ginny O'Herron, Worth Pickering, Chris Platsoucas, Deanne Shuman, Charles Wilson, Jay Wright, Tom Wunderlich, and Gil Yochum. The following agenda items were discussed.

1. The October 26 minutes were approved.
2. Information About On-line Tool to Connect Students with Appropriate Job Opportunities

Tom Wunderlich presented information about the CareerLink program offered by the Career Management Center. CareerLink is a web-based communication system that links students and alumni to resumes, job listings, interviews, contacts, and events. Students are able to prepare themselves for employment and apply for jobs, and employers are able to list job opportunities through CareerLink. The system is useful to advisors as a way to track what their students have been advised to do. The appointment scheduling feature can also be useful to advisors. Mr. Wunderlich and staff from Career Management are available to make presentations about the program to the Colleges.

Carol Simpson informed Council members about the Learn and Earn Advantage Program (LEAP). The program offers first-year undergraduate ODU students the opportunity to be selected for part-time on-campus jobs with ODU departments. She asked the Deans to inform Career Management of any job opportunities for these students in their Colleges.

3. Faculty Senate Recommendation on Joint Appointments

Council members discussed and approved the recommendation from the Faculty Senate on joint appointments. The recommendation will be forwarded to President Broderick for approval.

4. Faculty Senate Issue 2009/10-15, Student Complaint Procedure

Council members discussed the recommendation from the Faculty Senate on procedures for handling student complaints about faculty conduct in academic settings. The procedures are intended to provide a means to address student complaints about faculty conduct that are not protected by academic freedom and not addressed in other procedures, such as grade appeals, academic integrity violations, student discipline, student elections, sexual harassment, disability accommodations, and discrimination. Jay Wright has reviewed the proposed procedures and stated his support and that of the administration. He noted that the procedures provide for three steps: step one seeks to resolve the complaint informally between the student and the faculty member, step two

proceeds to the department chair if the issue is not resolved informally, and step three allows for a formal appeal with the Dean, whose decision is final.

Council members suggested several editorial revisions, which will be made by Jay Wright and Judy Bowman. Carol Simpson asked that the proposed procedure be shared with Student Affairs for their input. If the procedure is endorsed by Student Affairs, it will be forwarded to President Broderick for approval.

#### 5. Standard Faculty Web Pages

This issue will be discussed at the next meeting.

#### 6. NSSE Results

Worth Pickering discussed the 2010 benchmark comparisons from NSSE, the National Survey of Student Engagement. The five benchmarks of effective educational practice are intended to focus discussions about the importance of student engagement and to guide institutional improvement efforts. The benchmarks are as follows:

- Level of academic challenge
- Active and collaborative learning
- Student-faculty interaction
- Enriching educational experiences
- Supportive campus environment

Dr. Pickering noted that the responses from ODU students on the benchmarks are about the same as the responses at our Carnegie peer institutions. He also distributed the multi-year benchmark report charts for ODU. Linda Irwin-DeVitis asked for the NSSE results by college, at least for seniors, and Dr. Pickering will forward these results to each of the Deans. She also recommended adding some of the questions from the survey to ODU's course evaluation instrument. Gil Yochum added that some of the topics from the survey could be included in our portfolio review process and suggested that the information be communicated to adjunct faculty.

Carol Simpson asked if the Faculty Senate would be interested in the results. Paul Champagne will look into inviting Dr. Pickering to a Senate meeting. She also asked that the results be shared with the Student Senate. Dr. Pickering added that he is available to come to Deans' council meetings in the colleges to discuss the results.

In addition to sending the college results to each of the Deans, Dr. Pickering will place the results on the Institutional Research and Assessment website and forward the following information to Council members.

- The questions asked on the survey
- The link to the national results that were released on November 4
- The link to the website for Mark Taylor, who does a lot of work with millennial or Generation NeXt students. He makes the point that higher

education institutions should take the content out of courses and replace it with engaging activities and leveraging technology to do so.

At Dr. Simpson's request, he will look into separating the responses for transfer students.

7. Continuation of Discussion on Faculty Workload

This issue will be discussed at the next meeting. Carol Simpson asked the Deans to be prepared to discuss their comments from their review of the workload data.

8. Announcements

A. Chandra de Silva announced that a public forum on salary compression will be held on November 19 and asked the Deans to encourage their faculty to attend and provide feedback.