

September 22, 2011

TO: Provost's Council

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

SUBJ: Provost's Council Agenda for Tuesday, September 27

The Provost's Council will meet on Tuesday, September 27 in the Board Room in Koch Hall. **Please note that we will meet from 3:30-5:00 p.m.** The following agenda items will be discussed.

1. Approval of the September 13 minutes (see attachment, p. 1-2)
2. COACHE Recommendations (see attachment, p. 3)
Worth Pickering and Amy Adcock
3. Full-Time Faculty Member as a Degree Candidate (see attachment, p. 4)
4. SACSCOC Status Report and Following Up
Representation of SACSCOC on the Web and in Print
Faculty Credentials Files in the College
Marty Sharpe
5. Graduate Program Enrollment
6. Faculty Senate Issues 2010-11, Proposed Master's Degree in Political Science
7. Announcements
 - A. Upcoming Events (see attachment, p. 5-6)
 - B. Process for Scheduling Courses
 - C. Germanna Community College Update
 - D. Update on Adobe Connect
 - E. The Graduate Administrators Workshop will be held on Wednesday, September 28 from 9:00-11:30 a.m.

PROVOST'S COUNCIL
September 27, 2011
Minutes

The Provost's Council met on Tuesday, September 27 from 3:30-5:00 p.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Ali Ardalán, Amy Adcock, Oktay Baysal, Richardean Benjamin, Heather Huling, Sharon Judge, Gwen Lee-Thomas, Brenda Lewis, Ginny O'Herron, Renee Olander, Worth Pickering, Chris Platsoucas, Marty Sharpe, and Charles Wilson. The following agenda items were discussed.

1. The September 13 minutes were approved.
2. COACHE Recommendations

Worth Pickering and Amy Adcock discussed recommendations based on the COACHE survey to improve the tenure-track process. The recommendations were made by a group of recently tenured faculty across colleges. Overall, the recommendations point to two themes: clarity of expectations and provisions for faculty development resources. General recommendations were made as well as recommendations in the areas of teaching and research.

Carol Simpson asked the deans to continue to emphasize the importance of excellence in both teaching *and* research. She also asked the deans to work with department chairs to review and implement some of the recommendations from the COACHE committee, clarify the tenure process and the expectations of tenure-track faculty, and review the course assignments for junior faculty. Dr. Simpson will meet with the chairs of the college Promotion and Tenure Committees to discuss the tenure process and expectations for faculty.

Dr. Pickering distributed the COACHE report and encouraged Council members to review it. He also distributed information on the National Survey of Student Engagement (NSSE) and the Faculty Survey of Student Engagement (FSSE) and informed the group that Old Dominion will participate in both surveys in Spring 2012.

3. Full-Time Faculty Member as a Degree Candidate

Carol Simpson asked whether the policy on Full-Time Faculty Member as a Degree Candidate should be amended, deleted, or kept as is. The policy states that a full-time contractual faculty member may not be a degree candidate in the department in which he or she holds a contract. Council members felt that the policy should be amended. Judy Bowman will ask Dan Hennelly for a list of faculty who are currently degree candidates in the department in which they hold a full-time contract. The deans will then gather more information; a management plan may need to be developed for specific situations. Judy Bowman and Carol Simpson will draft revisions to the policy for review at a future meeting.

4. SACSCOC Status Report and Following Up
Representation of SACSCOC on the Web and in Print
Faculty Credentials Files in the College

Marty Sharpe distributed the SACSCOC Status Report. The Compliance Certification was submitted to reviewers on September 15, 2011. The University was largely compliant in 91 out of 96 standards, but in the remaining areas we reported partial compliance. The areas of partial compliance are as follows:

- Financial Resources
- Terminal Degrees of Faculty
- Faculty Competence
- Publication of Accreditation Status
- Substantive Change

Dr. Sharpe discussed the two most problematic areas and the actions/remedy for each. Carol Simpson reminded the deans that SACS is an institutional accreditation and asked them to review places in college materials and on the website where the SACS accreditation status is stated. We must be careful to state our accreditation status appropriately.

The representation of SACSCOC on the web and in print and faculty credentials files in the college will be discussed further at the next meeting.

5. Graduate Program Enrollment

Carol Simpson distributed handouts on graduate enrollment to the deans, Renee Olander and Heather Huling. She expressed President Broderick's concern about the decrease in graduate student enrollment. She asked the deans to review those graduate programs that have decreased in enrollment and to develop a plan for the future of each program..

6. Faculty Senate Issues 2010-11, Proposed Master's Degree in Political Science

This issue will be discussed at the next meeting.

7. Announcements

- A. A list of upcoming University events was included with the agenda. Carol Simpson asked the deans to keep these events in mind when scheduling events in the colleges.
- B. The Provost's Office is looking at the process for scheduling courses to be sure we have the appropriate course reference numbers and sections that we need.
- C. The main building at Germanna Community College was damaged during the recent earthquake. Arrangements have been made and all students have been served.
- D. There have been problems with the latest version (v.8) of Adobe Connect, but these problems have been resolved.
- E. The Graduate Administrators Workshop was held on Wednesday, September 28 from 9:00-11:30 a.m.

- F. Carol Simpson announced that a general review of the COOP plans is underway.
- G. Carol Simpson distributed a booklet to the deans from the University Leadership Council about improving faculty diversity. She asked to be updated on the faculty diversity plans being developed by the deans. She also noted that Gwen Lee-Thomas is working with ReNee Dunman on this issue, and she will be meeting with each of the deans.