

February 7, 2013

TO: Council of Senior Academic Deans
FROM: Judith M. Bowman
 Assistant Vice President for Undergraduate Studies
SUBJ: Provost's Council Agenda for Tuesday, February 12, 2013

The Provost's Council will meet on Tuesday, February 12 from 8:30-10:00 a.m. in the Board Room in Koch Hall. The following agenda items will be discussed.

1. Approval of minutes of the January 9 Academic Affairs and SEES Mini-Retreat (see attachment, p. 1-4)
2. Approval of January 22 minutes (see attachment, p. 5-6)
3. Faculty Senate Issue 2012/13-5, Outside Employment and Permission Form (see attachment, p. 7-12)
4. Summer Schedule
5. Proposal for Interdisciplinary Scholars (see attachment, p. 13-14)
6. Proposed Revisions to the Policy on Evaluation of Academic Deans (see attachment, p. 15-18)
7. Faculty Senate Issue 2012/13-11, Changes to Responsible Conduct in Research (RCR) Policy (see attachment, p. 19-22)
8. Faculty Senate Issue 2012/13-1, Policy 6310 (Discrimination Complaint Policy and Procedures) in the Faculty Handbook (see attachment, p. 23-31)
9. Proposed Change to the Policy on Faculty and Research Development Assignments (see attachment, p. 32-33)
10. Announcements

PROVOST'S COUNCIL
February 12, 2013
Minutes

The Provost's Council met on Tuesday, February 12 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Ali Ardalan, Richardean Benjamin, Andy Casiello, Paul Champagne, Jim Duffy, Linda Irwin-DeVitis, Jeanie Kline, Brenda Lewis, Terri Mathews, David Metzger, Barry Miller, Ginny O'Herron, Linda Vahala, Charles Wilson, and Jay Wright. The following agenda items were discussed.

1. The minutes of the January 9 Academic Affairs and SEES Mini-Retreat were approved.
2. The minutes from the January 22 meeting were approved.
3. Faculty Senate Issue 2012/13-5, Outside Employment and Permission Form

Council members discussed the revisions from the Faculty Senate to the Policy on Remunerative Outside Employment and the Form to Request Outside Employment. Jay Wright expressed concern with two of the proposed revisions. First, he did not agree with the Senate's proposed revision that faculty not be required to seek permission to teach part time at another institution. Depending on the course to be taught, teaching part time at another institution could result in faculty being paid twice for the same job/work and constitute a conflict of interest. Mr. Wright also expressed concern about the provision that "the department chair and dean shall approve each outside activity." He suggested that "approve" be changed to "review" so as not to imply that requests would automatically be approved.

Paul Champagne agreed with the changes as recommended by Mr. Wright. In addition to the policy revisions, Council members recommended several changes to the Form to Request Outside Employment. The revised policy and form will be forwarded to President Broderick for approval. If approved, the revisions will be taken to the Board of Visitors in April.

4. Summer Schedule

Jeanie Kline informed Council members that the Summer School Office was launched in November. One of the challenges identified is that the summer schedule currently is not available until March. Thus, Dr. Kline recommended that preparation of the summer schedule be coupled with the fall schedule rather than the spring schedule. This change would help market summer school. Students would benefit by being able to plan earlier; in addition, they would know what courses would be offered in the summer if they consider dropping classes in the spring. Council members were supportive of the change in preparation of the

summer schedule. They suggested looking at when registration begins for the summer and whether it would be beneficial to begin registration earlier. Dr. Kline will discuss summer registration dates with Mary Swartz.

5. Proposal for Interdisciplinary Scholars

Council members discussed the proposal for the designation of University Interdisciplinary Scholars. Several concerns were identified. It could be difficult to define interdisciplinary and what would warrant the designation. It could also be difficult to designate an individual for recognition as an Interdisciplinary Scholar when interdisciplinary work is usually done by more than one person. Council members agreed to table the proposal for the time being and work on identifying other ways to recognize interdisciplinary work.

6. Proposed Revisions to the Policy on Evaluation of Academic Deans

Council members approved an editorial change to the section of the policy on Associate Deans. Further discussion of the proposed revisions was postponed to a future meeting when all the Deans are present.

7. Faculty Senate Issue 2012/13-11, Changes to Responsible Conduct in Research (RCR) Policy

Council members discussed and approved the additional recommendation from the Faculty Senate for revisions to the Responsible Conduct of Research (RCR) Policy. The changes involve the time limit for completing the RCR requirement and the graduate students affected by the requirement. They were initiated by the Registrar's Office because of the need to facilitate tracking the requirements. The recommendation will be forwarded to President Broderick for approval.

8. Faculty Senate Issue 2012/13-1, Policy 6310 (Discrimination Complaint Policy and Procedures) in the Faculty Handbook

Council members discussed the recommendation from the Faculty Senate for changes to Policy 6310, Discrimination Complaint Policy and Procedures, and were supportive of the proposed changes. Judy Bowman will consult with Jay Wright and Donna Meeks on the next steps since the policy was reviewed and approved in May by the University Policy Review Committee and the President.

9. Proposed Change to the Policy on Faculty and Research Development Assignments

Council members discussed and approved the proposed change to the Policy on Faculty and Research Development Assignments. The change would include information in the policy about the form faculty are required to complete when

requesting research and development assignments. The proposed revision will be forwarded to the President for approval.

10. Announcements

- A. Carol Simpson thanked those who participated in the search for the Vice Provost for Graduate and Undergraduate Academic Programs.
- B. Carol Simpson announced that the Faculty Forum on the Campus Master Plan has been rescheduled for Friday, February 15.
- C. Carol Simpson announced that Jay Halfond will be returning the week of February 18 to continue discussions on the College of Continuing and Professional Education.