

June 18, 2015

TO: Provost's Council

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

SUBJ: Provost's Council Agenda for Tuesday, June 23, 2015

The Provost's Council will meet on Tuesday, June 23 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 April 28, 2015 Minutes (see attachment, p. 1-3)
2. Update on the 85 Hours of Giving Campaign  
Dan Genard and Priya Pannikar
3. Update on the College of Continuing Education and Professional Development  
Jim Shaeffer
4. Proposed Revisions to the Policy on Administrators Returning to Faculty Positions (see attachment, p. 4)
5. Proposed Revisions to the Policy on Emeritus/Emerita Appointments to Honor Retirees who are not Tenured Faculty (see attachment, p. 5-6)
6. Discussions with George Mason University  
Brian Payne
7. Planning for General Education Classes/Seats for Fall 2015  
Judy Bowman
8. Announcements

**PROVOST'S COUNCIL**  
**June 23, 2015**  
**Minutes**

The Provost's Council met on Tuesday, June 23 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Jane Bray, Andy Casiello, Chandra de Silva, Jim Duffy, George Fowler, Dan Genard, Shelley Mishoe, Ravi Mukkamala, Renee Olander, Priya Pannikar, Brian Payne, Jim Shaeffer, Jeff Tanner, Linda Vahala, Charles Wilson, and Robert Wojtowicz. The following agenda items were discussed.

1. The April 28, 2015 minutes were approved.
2. Update on the 85 Hours of Giving Campaign

Dan Genard and Priya Pannikar provided an update on the 85 Hours of Giving campaign. The campaign will focus on fundraising from September 9-12. They distributed a template for newsletters and asked that each college send a newsletter using the new template to alumni after August 20. They also asked each Dean to identify three priorities for fundraising and to promote those priorities on college websites. Council members received a pledge form and were asked to participate in the campaign as part of the University's leadership team.

3. Update on the College of Continuing Education and Professional Development

Jim Shaeffer presented an update on the new College of Continuing Education and Professional Development, including an overview of the new structure, finances, and new programming offered through the College. Four areas the College will focus on are the military, workforce development, degree completion, and language acquisition. Examples of new programming are an engineering master's degree at Newport News Shipbuilding, three graduate certificates, an undergraduate degree in leadership, the career switchers program, and the Monarch English Transition Program in the English Language Center. Additional programming is under development.

4. Proposed Revisions to the Policy on Administrators Returning to Faculty Positions

Chandra de Silva presented proposed changes to the policy on Administrators Returning to Faculty Positions. The current policy states that administrators who return to their faculty positions will receive their original salary plus an amount equal to the average adjustment to faculty compensation that accrued during the administrative appointment. Several administrators have complained about this part of the policy, which they feel is unworkable, not practical, and not equitable. In addition, the University's practice for administrators returning to faculty positions does not follow the policy, and the policy is not consistent with the policy on Faculty Salary Increments.

The practice has been to provide a salary of 10/12ths of the salary in the administrative position when an administrator returns to a faculty position. The proposed revision would incorporate this language in the policy and remove the language about receiving the original salary plus an amount equal to the average adjustment to faculty compensation that accrued during the administrative appointment.

Council members approved the proposed revision, which will be sent to the Faculty Senate for review.

5. Proposed Revisions to the Policy on Emeritus/Emerita Appointments to Honor Retirees who are not Tenured Faculty

Council members discussed the proposed revisions to the policy on Emeritus/Emerita Appointments. The revisions would provide a mechanism to award emeritus/emerita status to retirees who are not tenured faculty, including non-tenure track faculty, librarians, and administrators. Reactions to the proposed revisions were mixed. Council members made the following comments and suggestions.

- Honoring those who have served a long time would be a positive action to take.
- What would be the criteria to deny emeritus/emerita status? Would it become automatic?
- Should a survey be conducted to gauge the interest and reaction of non-tenure track faculty, librarians and administrators?
- Perhaps the status should be limited to non-tenure track faculty and librarians and exclude administrators.

Carol Simpson and Chandra de Silva suggested that Council members think about the issues raised for discussion at a future meeting.

6. Discussions with George Mason University

Brian Payne informed Council members that language in the budget from the last legislative session called for George Mason University (GMU) to conduct a study of distance learning needs in Virginia, what needs to be covered, and adult degree completion programs and to develop a way to solve any issues. We have asked for ODU to be included in this initiative and have met with officials from GMU, including their president, to discuss the initiative and to present opportunities for collaboration. A report will be written for the legislature, and ODU will be included in the report. Discussions with GMU will continue. Carol Simpson stated that she has asked SCHEV to take the leadership role in this initiative.

7. Planning for General Education Classes/Seats for Fall 2015

Judy Bowman informed the Deans that the size of the incoming freshman class has been increased and could be up to 3,000 freshmen. She stated that we may need to increase the caps on general education classes beyond what the departments have scheduled and that classes may be moved from one building to another so that sections with more enrollment are held in the larger classrooms. Carol Simpson stated that the decrease in graduate enrollment is driving the increase in the size of the freshman class.