

November 5, 2015

TO: Provost's Council

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

SUBJ: Provost's Council Agenda for Tuesday, November 10, 2015

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

Future agenda items

1. Approval of the October 27 minutes (see attachment, p. 1-4)
2. Proposed New Degree Programs – BS and MS in Sport Management and MS in Parks, Recreation and Tourism (see separate Word files)  
Lynn Ridinger
3. Faculty Senate Issue 2015/16-2, Proposed Revisions to the Policy on Emeritus/Emerita Appointments (see attachment, p. 5-9)
4. Faculty Senate Issue 2015/16-1, Proposed Revisions to the Policy on Administrators Returning to Faculty Positions (see attachment, p. 10-12)
5. Extracts from Rector Ronald C. Ripley's Letter of November 5, 2015 (see attachment, p. 13)
6. All Lecturer/Instructor Ads to have a Clause Requiring Agreement to Teach On-Line when Required and after Being Trained
7. Diversity & Inclusion  
Debra Major
8. Status Report on Inclusive Excellence (see attachment, p. 14-19) – 9:30 a.m.  
Stephanie Sanders
9. Update on Family Friendly Policies
10. Announcements

PROVOST'S COUNCIL  
November 10, 2015  
Minutes

The Provost's Council met on Tuesday, November 10 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Chandra de Silva (Chair), Oktay Baysal, Jane Bray, Andy Casiello, Jim Duffy, George Fowler, Kiran Karande, Debra Major, Shelley Mishoe, Renee Olander, Brian Payne, Chris Platsoucas, Lynn Ridinger, Jim Shaeffer, Charles Wilson, and Robert Wojtowicz. The following agenda items were discussed.

1. The October 27 minutes were approved.
2. Proposed New Degree Programs – BS and MS in Sport Management and MS in Parks, Recreation and Tourism Studies

Lynn Ridinger discussed three proposed new degree programs in the Department of Human Movement Sciences: a Bachelor of Science in Sport Management, a Master of Science in Sport Management, and a Master of Science in Park, Recreation and Tourism. The purpose of the Bachelor of Science program in Sport Management is to prepare students for entry-level management positions within sport-oriented organizations. Courses in sport management have been offered for years under the Bachelor of Science degree with a major in physical education and a concentration in sport management. The physical education major is focused on pedagogy and therefore is not aligned with sport management. The proposed program would enable the University to offer a stand-alone major in sport management at the undergraduate level, which is the appropriate credential for those interested in the field.

The purpose of the Master of Science program in Sport Management is to prepare students for the opportunities and challenges associated with careers in the sport industry by providing them with theoretical and practical knowledge that will enable them to be successful leaders within sport-oriented organizations. Specifically, business aspects of sport and recreation are addressed, including leadership, management, marketing, and finance of these areas. Courses in sport management have been offered for years under the Master of Science in Education degree with a major in physical education and a concentration in sport management. The physical education major is focused on pedagogy and therefore is not aligned with sport management. The proposed program would enable the University to offer a stand-alone graduate program in sport management, which is the appropriate credential for those interested in the field.

The mission of the Master of Science program in Park, Recreation and Tourism Studies is to provide professional preparation for students and practitioners interested in pursuing or continuing a career in recreation or tourism-related fields. The program combines social science and management concepts and theories with applied problem-solving techniques specific to parks, recreation and tourism. Master's-level courses in Park, Recreation and Tourism Studies were

offered from 2004-2010 as an emphasis within the Master of Science in Education degree in Physical Education. The new degree program will be a stand-alone program at the graduate level focused on park, recreation and tourism management and leadership rather than on the pedagogy that is taught in a variety of education curricula. The department currently offers a Bachelor of Science degree program in Park, Recreation and Tourism Studies.

Council members approved the three new degree proposals, which will be sent to the Faculty Senate for review.

3. Faculty Senate Issue 2015/16-2, Proposed Revisions to the Policy on Emeritus/Emerita Appointments

Council members discussed and approved the recommendation from the Faculty Senate for revisions to the policy on Emeritus/Emerita Appointments. The proposed revisions provide a mechanism to award emeritus/emmerita status to retirees who are not tenured faculty, including non-tenure track faculty, librarians, and administrators. The proposed revisions will be forwarded to President Broderick.

4. Faculty Senate Issue 2015/16-1, Proposed Revisions to the Policy on Administrators Returning to Faculty Positions

The initial revisions to the policy on Administrators Returning to Faculty Positions were proposed by the Provost's Council, but the revisions were rejected by the Faculty Senate. There are several reasons for the revisions proposed by the Provost's Council. 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. 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.

Finally, the policy for Administrators Returning to Faculty Positions as currently written contradicts the policy on Faculty Salary Increments in respect of salary increases awarded to chairs. Under the policy on Faculty Salary Increments, the Dean allocates salary increments to all department chairs in the College before salary increment funds are made available to the remaining faculty. Such increases become part of the base salary of chairs. Enforcing the policy on Administrators Returning to Faculty Positions could lead to a position where the

University would have to take back some salary increases awarded to chairs for their performance as administrators.

In rejecting the proposed revisions, the Senate felt there should be a new, better-developed policy; thus, they rejected what they felt were minor revisions to the policy. They also felt the revisions could create compression issues among the faculty.

In discussing the Senate's rejection of the recommended revisions, Council members felt strongly that the revisions are needed. As it is now, it is often difficult to persuade faculty members to serve in administrative roles, especially as department chairs. Enforcing the policy on Administrators Returning to Faculty Positions without change would make it even more difficult to do so.

Council members recommended that the proposed revisions to the policy on Administrators Returning to Faculty Positions be approved despite the Faculty Senate's rejection of the revisions. Chandra de Silva will discuss the issue with President Broderick.

5. Extracts from Rector Ronald C. Ripley's Letter of November 5, 2015

Chandra de Silva discussed extracts related to Academic Affairs from Rector Ronald C. Ripley's letter of November 5, 2015. The Board of Visitors is aware that there is limited financial support from the state and that tuition cannot be increased beyond a certain point. The Rector wants to emphasize the challenges the University may face and to encourage looking for opportunities to find additional resources. He stated in his letter that the Deans should assume the leadership role in community engagement and sponsorship cultivation to promote their college and programs, including when necessary strategic fund solicitations. He also stated that the Deans will require very strong support by the Development Office, Administration, Advisory Boards and the Foundations. The University budget process forecasts the institutional needs for at least five years, and the respective colleges and departments should prepare and maintain a corresponding five-year projection of the various programs and financial goals.

Dr. de Silva encouraged the Deans to talk to chairs and others in the college to develop ideas on how to link more closely with the Development Office. This could lead to a more concrete discussion of next steps.

Shelley Mishoe asked about opportunities for the Deans to present to the Board of Visitors in order to make them aware of actions that are taking place. Dr. de Silva will work on having the Deans make presentations at meetings of the Academic and Research Advancement Committee of the Board of Visitors.

6. All Lecturer/Instructor Ads to have a Clause Requiring Agreement to Teach On-Line when Required and after Being Trained

Chandra de Silva asked whether all lecturer/instructor ads should have a clause requiring agreement to teach on-line when required and after being trained. The Deans agreed.

## 7. Diversity & Inclusion

Debra Major, Provost's Fellow for Diversity, informed Council members that she has been working with the faculty diversity leaders and Stephanie Sanders to ensure the recruitment, retention and success of diverse faculty in each of the colleges. She asked the Deans to share their expectations for the work of the faculty diversity leaders. Oktay Baysal stated it would be helpful to continue discussion with faculty about the importance of diversity; the discussion should not stop with the Deans and chairs. Chris Platsoucas suggested that there be a subcommittee in every search committee charged with nominating individuals.

## 8. Status Report on Inclusive Excellence

Stephanie Sanders, Director for Diversity Initiatives in the Office of Institutional Equity and Diversity, reported on the work of the Task Force on Inclusive Excellence. Her efforts and those of the Task Force have been to move the Office of Institutional Equity and Diversity from compliance to inclusion. A draft document on Inclusive Excellence has been developed by the Task Force and includes the following four goals.

- To establish consistent guidelines for the recruitment, retention and success of underrepresented faculty and staff.
- To develop student-centered programs that promote intentional opportunities for engagement with diverse students.
- To create a diverse working and learning environment that values individuality, promotes innovation and creativity.
- To develop and strengthen alliances with local, regional and international communities that support Inclusive Excellence in and outside of Old Dominion University.

Ms. Sanders asked for feedback from Council members, who made the following comments and suggestions.

- Place more emphasis on goal 1 objective 2, enhancing retention and success of underrepresented faculty and staff by developing a sense of belonging.
- Provide funding for training interested faculty on how to mentor and mentor well.
- The Center for Learning and Teaching can support mentoring; one way would be to hold a Provost's Conversation on mentoring.
- For goal 2, include more emphasis on increasing diversity at the graduate level by strengthening linked programs, implementing the McNair

Program, and reviewing graduate applicant pools to bring in more inclusive measures.

Chandra de Silva asked Ms. Sanders to connect with Dale Miller, the Provost's Fellow for Faculty Development. Debra Major added that the Task Force has one-time funds that can be used on existing and new programs to support the goals.

9. Update on Family Friendly Policies

This topic will be discussed at a future meeting.

10. Announcements

- A. Chandra de Silva provided details of the December 2015 bonuses that will be included in the December 16 paychecks. Teaching and research faculty will receive a 1% bonus and administrative/professional faculty and classified staff will receive a 2% bonus.
- B. Jim Shaffer announced that \$40,000-50,000 is available through FORVA for seed grants to work with faculty at other institutions.