

PROVOST'S MID-YEAR RETREAT
January 20, 2015
Minutes

The Provost's mid-year retreat was held on Tuesday, January 20 from 9:30 a.m.-3:30 p.m. in the Learning Commons Conference Room. Those present were Carol Simpson (Chair), Kimberly Adams-Tufts, Vinod Agarwal, Ali Ardalan, Debbie Bauman, Oktay Baysal, Richardean Benjamin, Judy Bowman, Jane Bray, Leigh Butler, Chandra de Silva, Gail Dickinson, Clair Dorsey, Jim Duffy, David Earnest, George Fowler, Heather Huling, Janet Katz, Jeanie Kline, Terri Mathews, Connie Merriman, David Metzger, Shelley Mishoe, Ravi Mukkamala, Renee Olander, Tisha Paredes, Chris Platsoucas, Brian Payne, Marcelo Siles, Bob Spina, Linda Vahala, Sandy Waters, Charles Wilson, and Robert Wojtowicz. The following agenda items were discussed.

1. Update from Information Technology Services

Rusty Waterfield distributed material on the Learning Management System evaluation and the ECAR study of Undergraduate Students and Information Technology in 2014. He reported that there will be a review of the University's Learning Management System. Canvas will be evaluated as a possible replacement for Blackboard in order to determine if Blackboard is still the right fit. A committee will be formed to manage the program of the evaluation, communicate with the campus and make a recommendation. The Faculty Senate has been briefed on the evaluation and they are supportive. The schedule for the evaluation is as follows.

Spring 2015

- Establish the committee
- Set up a website
- Select faculty to participate in a pilot and evaluation
- Finalize setup and configuration of Canvas
- Develop and conduct workshops

Summer 2015

- Attend InstructureCon 2015
- Pilot courses taught with Canvas

Fall 2015

- Full evaluation
- Open forum
- Recommendation to University leadership

2. Graduate Enrollment

Brian Payne provided an overview on graduate education at ODU, including trends in graduate enrollment, the proportion of graduate students, and graduate

student enrollment from 1992-2014. Robert Wojtowicz presented a review of each college's action plan to increase graduate enrollment as discussed at the retreat in February 2014. He also distributed the report from Graduate Admissions on the Colleges' enrollment projections. The report summarized the successes and failures of the project on graduate enrollment projections and identified challenges of graduate enrollment management according to the Graduate Program Directors.

Dr. Wojtowicz also discussed the SACS/SCHEV policies on accelerated programs. SCHEV permits the double counting of up to 12 credit hours toward an articulated bachelor's to master's degree. SACS requires that an articulated bachelor's to master's degree have a minimum of 150 credit hours (120 + 30). We will need to revise our current policy or create a new policy that aligns with both the SACS and SCHEV policies.

Dr. Payne discussed actions Cleveland State University and Arizona State University are taking to increase graduate enrollment. Moving forward, ODU will create a graduate enrollment task force, begin a discussion about formation of a graduate school, and seek to attract more professional graduate students.

Carol Simpson emphasized the importance of continuing to work on increasing enrollment in our master's programs as well as increasing the number of graduate students who pay to attend. She indicated the budget planning process is projecting that graduate enrollment will be flat. The deans suggested the following actions to increase graduate enrollment.

- Market the recently approved policy allowing applicants holding a three-year bachelor's degree to be considered for provisional admission to a master's degree program at ODU provided the applicants meet the admission requirements for international graduate students.
- Develop 10-month plans to offer classes over three quarters for cohorts of students.
- Use graduate certificate programs to attract students and increase enrollment.

3. Presentation on the Dean's Dashboard Research

Donna Hay from the Education Advisory Board (EAB) presented information on the Dean's Dashboard project developed by EAB and challenges institutions are facing. She noted that EAB is a best practices research firm. As members, we have access to their research, which can be found at eab.com.

The dashboard provides data and decision support tools for improving academic productivity. During the presentation Dr. Hay discussed practical examples of metrics, tools, and policies that unit leaders can use to optimize course scheduling, identify and demolish course bottlenecks, redesign curricula, and tailor faculty workload policy.

4. Department/College Annual Report Guidelines

Chandra de Silva presented the proposal for department/college annual report guidelines and pointed out that the objective is to integrate the annual report with the budget cycle and other reporting. Charles Wilson suggested extending the deadline for the annual report to June. Connie Merriman commented that she has had requests for later deadlines. Dr. Wilson also pointed to the contradiction between asking for a brief report and requiring a number of specifics using data. Dr. Silva agreed that the data are less important than making sure that the department report is a consensual outcome of discussions among department faculty. He agreed to amend the guidelines in the light of comments made and send the amended document to the deans for review and feedback.