

February 24, 2017

TO: Provost's Council

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

SUBJ: Provost's Council Agenda for Tuesday, February 28, 2017

The Provost's Council will meet on Tuesday, February 28 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 January 24, 2017 minutes (see attachment, p. 1-3)
2. Approval of the minutes of the January 31, 2017 retreat (see attachment, p. 4-6)
3. Assessment reviews and the transition to a new WEAVE platform
Tisha Paredes
4. Faculty Senate Issue 2015/16-33, Policy on Evaluation of Teaching (see attachment, p. 7-14)
5. Proposed Changes to the Policy on Graduate Program Director (see attachments, p. 15-18; track changes and clean versions included)
Robert Wojtowicz
6. Analysis of Pilot Winter Term 2016-17 (see attachment, p. 19-26)
Jeanie Kline
7. Announcements
 - A. Faculty Exit Survey Results (see attachment, p. 27-39)
Dale Miller

PROVOST'S COUNCIL

February 28, 2017

Minutes

The Provost's Council met on Tuesday, February 28 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Austin Agho (Chair), Stephanie Adams, Richardean Benjamin, David Burdige, Andy Casiello, Gail Dickinson, Deri Draper, George Fowler, Dana Heller, Jeanie Kline, Debbie Major, Dale Miller, Ravi Mukkamala, Renee Olander, Tisha Paredes, Brian Payne, Jim Shaeffer, Jeff Tanner, Charles Wilson, Robert Wojtowicz, and Wie Yusuf. The following agenda items were discussed.

1. The January 24, 2017 minutes were approved.
2. The January 31, 2017 retreat minutes were approved.
3. Assessment Reviews and the Transition to a New WEAVE Platform

Tisha Paredes discussed the data entry status for the 2015-16 Assessment Reports in WEAVEonline. A number of the findings and action plans are missing. Based on the data submitted, ODU is currently non-compliant with the comprehensive standard on institutional effectiveness. She stressed the importance of submitting findings that are missing, comparing student performance in distance learning degree programs with an equivalent face-to-face degree, and addressing how data are used for improvement. Dr. Paredes noted that four colleges need to move to the new WEAVEonline platform: Business, Engineering and Technology, Health Sciences, and Sciences.

4. Proposed Changes to the Policy on Graduate Program Director

Robert Wojtowicz described the proposed changes to the policy on Graduate Program Director (GPD). The changes have been reviewed and recommended by the Graduate Administrators Council. Several of the changes are editorial. More substantive changes are as follows.

- Term limits for GPDs have been added. The terms proposed parallel those for department chairs.
- The listing of duties has been expanded to include the offices GPDs can turn to for support.
- The section on release time and remuneration has been simplified with the removal of specific details on FTE numbers. Instead, release time and remuneration would be determined in consultation with the chair, dean and Provost while accounting for the size and scope of the program. At a minimum, GPDs would be provided with six hours of release time during the academic year and a summer stipend based on the FTEs generated by the program.

Several Council members had questions about how the stipends are determined. Jim Duffy will be invited to the next Deans Council to provide an overview of release time, stipends and remuneration for GPDs. When finalized, the proposed changes will be sent to the Faculty Senate for review.

5. Analysis of Pilot Winter Term 2016-17

Jeanie Kline discussed feedback received from faculty and students on the 2016-17 winter term pilot. A survey to measure satisfaction with their winter term experiences was sent to both groups. Based on feedback received, faculty and student participants were more than satisfied with their winter term experiences and would recommend that the University continue the program in future years. Faculty found that students who participated in winter term courses tended to be motivated and willing to put in the time and effort necessary to complete course requirements within the truncated time period. Students saw winter term as an excellent opportunity to “catch-up” or “move ahead” in their degree by knocking out an additional course in a short time frame. In addition, Dr. Kline met with support teams involved in winter term, including Information Technology, Registrar, Finance, and the Learning Commons. All reported positive experiences. The plan is to continue to grow winter term.

6. Faculty Senate Issue 2015/16-33, Policy on Evaluation of Teaching

Council members began the discussion of the recommendations from the Faculty Senate for changes to the policy on Evaluation of Teaching Effectiveness. The following concerns were raised.

- Use of the student opinion survey results by chairs and deans to compare faculty with the department averages and college averages that appear on the reports
- A response rate of 60% in order to use the results for evaluating teaching effectiveness is too high. Instead, the focus should be on how to increase student response rates.

Discussion of this issue will continue at a future meeting.

7. Announcements

- A. The Faculty Exit Interview Results for 2012-16, which have been updated with another year of data, were included with the agenda. Questions should be directed to Dale Miller.
- B. Robert Wojtowicz announced that the proposed changes to the policy on Certification of Faculty for Graduate Instruction were approved by the Faculty Senate with one amendment. They restored the original language

in the policy that the associate dean or graduate administrator in the college is a non-voting ex-officio member of the graduate committee. The proposed changes with the Senate's amendment will be forwarded to the President for approval.

- C. Brian Payne announced that the Faculty Senate approved a change to the Writing Sample Placement Test requirement, which eliminates the need for students with credit for ENGL 110C to take the test. The recommendation will be sent to the President for approval.
- D. Brian Payne announced that the Faculty Senate approved a change to the Regulations for Continuance for Undergraduate Students, which reduces the second suspension period from five years to one year. The recommendation will be sent to the President for approval.
- E. Austin Agho announced that, although the budget cuts were reduced, there is still a 1.1% reduction required. Thus, we do not have sufficient funding to fill all positions. Additional information should be available next week.