

PROVOST'S COUNCIL
September 22, 2020
Minutes

The Provost's Council met on Tuesday, September 22 from 8:30-10:00 a.m. via Zoom. Those present were Austin Agho (Chair), Andy Casiello, Paul Currant, Tammi Dice, Gail Dodge, Renee Felts, Annette Finley-Croswhite, Giovanna Genard, Nina Gonser, Stuart Frazer, Kate Hawkins, Kiran Karande, David Metzger, Renee Olander, Tisha Paredes, Brian Payne, Kent Sandstrom, Narketta Sparkman-Key, Ben Stuart, Bonnie Van Lunen, and Robert Wojtowicz. Konstantin Cigularov and Lisa Mayes attended as guests. The following agenda items were discussed.

1. The August 25, 2020 minutes were approved.
2. Employee Needs Survey Results

Tisha Paredes and Konstantin Cigularov presented the results of the Employee Needs Survey that was administered April 20-May 11, 2020. 3,903 full- and part-time faculty, AP faculty, classified staff, and hourly staff were invited to participate; 1,388 completed the survey for a 36% response rate. The survey looked at causes of work stress – job demands, job resources, and personal resources – in order to monitor and manage burnout and work engagement.

Quantitative results can be found on the Institutional Equity and Assessment website. Qualitative results from employees showed the following.

- They need equipment, internet, and access to data.
- They reported difficulty doing their job due to “lack of resources.”
- They want information about the university's future plans, university guidelines and changes, and how to handle both being led and leading during this time.

Next steps are as follows.

- Communicate results to the community
- Administer the survey again in mid-October
- Enhance the dashboard
- Break down the data by college and share it with each Dean

Dr. Cigularov is available to meet with colleges and departments as needed.

3. Leadership for Social Change

Lisa Mayes and Tisha Paredes presented the Leadership for Social Change non-credit course that is being developed. The course was piloted with high school students and is open to anyone. It focuses on knowledge and skills needed for leadership roles today.

The goals of the course are as follows.

- Prepare current and future generations for leadership roles in today's world
- Expand recruitment opportunities
- Give students an alternative pathway to earning ODU credits
- Connect people with ODU early
- Reduce costs for students

Students who enroll at ODU will be able to earn ODU credits through prior learning assessment. LIBS 110G, an information literacy course, has been selected as the pilot test for prior learning assessment.

The Leadership for Social Change course will launch October 2. Next steps are to conduct a marketing campaign, finalize assignments for prior learning assessment review in spring 2021, and assess the course to determine effectiveness.

4. Revised Diversity Statement

Brian Payne discussed the revisions made to the Diversity Statement based on the discussion at the last meeting and asked for additional input. Council members made several suggestions, which will be incorporated, and the document will be sent to the group for final review. Any additional edits should be sent to Dr. Payne by September 23. The final version will be proofed by staff in Strategic Communication and Marketing and then shared the Faculty Senate, President Broderick, and possibly the Board of Visitors.

5. Experiential Learning Grant Update

This topic will be addressed at an upcoming meeting.

6. Audit Update: WTE Compliance

Nina Gonser reported that the audit of Academic Affairs showed a number of missing approvals in Web Time Entry (WTE). She stressed the importance of complying with University policy and timely approval of leave reports in WTE. The auditors will be conducting another sample to assess compliance with the policy. Questions or problems should be reported to Ms. Gonser.

7. Status of Completed WEAVE Reports

Tisha Paredes showed the status of completion of WEAVE assessment reports by the colleges. The deadline for completion is September 30 and very few reports have been submitted to date. She stressed the importance of completing the assessment reports, especially with the upcoming SACSCOC Reaffirmation.