

## PROVOST'S COUNCIL

July 25, 2023

### Minutes

The Provost's Council met on Tuesday, July 25, 2023, from 8:30-10:00 a.m. in Monarch Hall 2100. Those present were Austin Agho (Chair), Michael Carhart, Laura Delbrugge, Tammi Dice, Gail Dodge, Annette Finley-Croswhite, Ken Fridley, Tim Hackman, Marissa Jimenez, Ken Kahn, Brian Payne, Yvette Pearson, Tish Szymurski, Robert Wojtowicz and Suzanne Wright. Barbara Blake attended as a guest. The following agenda items were discussed.

1. The March 28 minutes were approved.
2. ODU Monarch Internship and Co-Op

Barbara Blake, Executive Director of Internships & Co-Ops, met with Council members to discuss the new ODU Monarch Internship & Co-Op program. She provided an overview of this new initiative, described what the office is trying to achieve and how this newly created unit will accomplish some of the goals listed below.

- By 2027 every student will participate in work-based learning. It is part of the Strategic Plan as well.
- This will be achieved by centralizing the process which is why this unit was created.
- How the university engages employers, so they come to campus while at the same time engage students to participate.

Dr. Blake is meeting with administrators across the campus to discuss how this will work, what will the internships look like, how will they be tracked and ideas on how to centralize so multiple offices are not reaching out to the same employers. The Deans and Dr. Blake discussed the importance of including both large companies and small businesses and the value on internal internships as well. A work group has been formed to track and make certain the office and university are not over contacting businesses.

3. Student Semester Withdrawal Deadline and Implications for Financial Aid

Robert Wojtowicz, Vice Provost, and Dean of the Graduate School, explained the difference between ODU's withdrawal policy and that of EVMS. Our semesters do not align and ODU's policy is that after the add/drop deadline a student may withdraw from any course through the end of the 12<sup>th</sup> week of a regular semester, not including the exam period, or the day before the last day of classes for all other non-standard semester courses while the class withdrawal policy at EVMS is 3 weeks before the end of the semester. Dr. Wojtowicz stated that moving forward a middle path about class withdrawal will have to be negotiated since they are so different. Provost Agho

mentioned that ODU could have different withdrawal rules for graduate versus undergraduate, and they do not need to be the same. Dr. Wojtowicz explained we will have to revisit this discussion again and come to a resolution that works for both sides.

#### 4. Graduate Enrollment Information Gathering Session

Dr. Wojtowicz and the other members of the Council discussed enrollment information and where it was coming from in regard to graduate programs. They also spoke about a recent presentation that occurred in the Academic Affairs Leadership Team regarding the use of Salesforce and ODU's switch to that system instead of our current system. The points below were discussed:

- Why was this model chosen?
- Any program that is utilized by the university needs to provide more information and identify the why of what is happening.
- The university currently has multiple systems and none of them talk to each other. Can that be changed?
- The reports shared need to have correct and updated data so decisions can be made and issues addressed. The reports are only as good as our data is, and we cannot act when dealing with incorrect or expired data.