

PROVOST'S COUNCIL

November 22, 2022

Minutes

The Provost's Council met on Tuesday, November 22, 2022, from 8:30-10:00 a.m. in Monarch Hall 2100. Those present were Austin Agho (Chair), Michael Carhart, Paul Carrant, Laura Delbrugge, Tammi Dice, Gail Dodge, Renee Felts, Annette Finley-Croswhite, Tim Hackman, Kate Hawkins, Ken Kahn, Brian Payne, Bonnie Van Lunen, and Robert Wojtowicz. Daniela Cigularova, Courtney Gipson, and Joe Ritchie attended as guests. The following agenda items were discussed.

1. The September 27 minutes were approved.
2. Status of the Schools (Data Science, Cybersecurity, and Supply Chain, Logistics and Maritime Operations)

Brian Payne provided the following updates.

- He is working with Dr. Joseph DeFilippo, Director of Academic Affairs and Planning at SCHEV, on the justification for the proposed School of Data Science.
- The proposed School of Supply Chain, Logistics and Maritime Operations will be reviewed by SCHEV once the School of Data Science is approved.
- Meetings, presentations and networking activities about data science are taking place.
- Similar activities will take place about supply chain, logistics and maritime operations.
- Director searches are underway for all three schools (Data Science, Cybersecurity, and Supply Chain, Logistics and Maritime Operations).

3. General Education Course Offerings – Past, Present and Future

Daniela Cigularova, Assistant Vice President for Academic Success, and Joe Ritchie, Director of First Year Student Success, met with Council members to discuss seat management for General Education courses. They noted the following.

- Seats are distributed evenly throughout summer orientation.
- There is constant monitoring of availability of courses and credit enrollment.
- There is regular contact with Associate Deans/Chairs to request additional sections and/or seats as needed.

Mr. Ritchie distributed a seat analysis for fall 2022 General Education courses that shows the total seats offered and the seats remaining after the last orientation. He noted that we almost ran out of General Education seats for fall 2022. If next year's freshman class is

greater than 3,000 and no additional sections/seats are added, we will not have enough seats in General Education courses. Mr. Ritchie will work with associate deans and chairs to ensure there are enough seats for fall 2023.

Council members made the following comments.

- There are problems finding adjunct faculty.
- Pay for adjunct faculty is higher at other institutions plus they can often teach online.
- More lecturers are needed in the short term, and more tenure-track lines are needed long term.

Discussion of this issue will continue.

4. Overview of Services Offered by the Office of Educational Accessibility

Courtney Gipson, Director of the Office of Educational Accessibility, provided an overview of her office. She described Section 504 and Section 508 of the Rehabilitation Act. University policy 4500 covers accommodations for students with disabilities.

Ms. Gipson will partner with various areas such as digital learning, library services, classroom central, information technology, facilities management, and parking and transportation to provide access for individuals with disabilities. Faculty should engage with the Office of Educational Accessibility if an accommodation alters requirements for the course. Educational Accessibility will work with students and faculty to identify reasonable accommodations.

Ms. Gipson made the following recommendations.

- The Accessibility Coordinator should make sure all publishing content is accessible with the newest functions of check listing of web material.
- A Canvas-led faculty advisory committee should develop a resource to help faculty members make 50% of their course material digital for individuals with certain disabilities.
- Students with visual impairments should have access to assistive technology on campus.
- There should be an ergonomic infrastructure for all faculty, staff, and students.

5. Announcements

- A. The search for the Associate Vice President for Regional Higher Education Centers is underway. Austin Agho asked the Deans to attend the candidate presentations if possible.
- B. Austin Agho thanked the Deans for their participation in Excite the Dream.

- C. The first open forum on COACHE has been held. Austin Agho asked the Deans to make faculty in their college aware of the importance of their participation in the COACHE survey.
- D. Austin Agho asked the Deans to identify programs that can increase enrollment in Fall 2023, especially by enrolling high achieving students, along with whether new or reallocated faculty support would be needed. He noted the University is looking at reducing the number of incoming freshmen.
- E. Austin Agho informed the group that the Office of Institutional Research is moving from SEES to the Office of Administration and Finance.