

Provost Council Minutes  
January 2, 2018  
8:30 a.m. – 10:30 a.m.  
Barge 304

Present

Katherine Frank, Provost/Vice President, Academic and Student Life  
Charlene Andrews, Faculty Relations Coordinator  
Ediz Kaykayoglu, Executive Director, International Studies and Programs  
Gregory Paveza, Interim Dean, Library Services  
Gayla Stoner, Associate Provost, Extended Learning and Outreach  
Kevin Archer, Dean, Graduate Studies and Research  
Aaron Brown, Associate Dean, Student Development & Achievement  
Duane Dowd, ADCO Chair  
Tim Englund, Dean, College of the Sciences  
Todd Shiver, Interim Dean, College of Arts & Humanities  
Gail Mackin, Associate Provost, Undergraduate and Faculty Affairs  
Cody Stoddard, Faculty Senate Chair  
Jenna Hyatt, Associate Dean, Student Living  
Bernadette Jungblut, Associate Provost, Accreditation, Academic Planning, and Assessment  
Paul Ballard, Dean, College of Education and Professional Studies  
Jeffery Stinson, Associate Dean, College of Business  
Anne Cubilie, Director, Douglas Honors College  
Anne Smethurst, Administrative Assistant

Guests

1. Nicolas Valcik, Executive Director of Institutional Effectiveness – Meet and Greet (30 min)  
Goals within the redesign of Institutional Effectiveness were presented in prioritized lists with an explanation of their order. Examples were given of data charts pulled from a similar complete system. The proposed staffing and reorganization of IE was also discussed.
2. Linda Schactler, Chief of Staff – Government Relations (20 min)  
An update was provided on what is happening in Olympia in 2018 including: what is new, what is the same, and what we are working towards. A list of key contacts within the University was provided to assist in answering questions on various topics.

Discussion Items

1. Retention Update and Other Items – Gail Mackin  
Emphasized and encouraged the importance of strengthening communication with students. Discussed various methods of communicating which could lead to increased enrollment and retention, minimized waitlists, and a decrease in the number of students on academic warning/probation.

Action Items

1. Approve the minutes of the meeting of December 5, 2017  
It was moved and seconded to approve the minutes of the regular meeting of December 5, 2017.

**Office of the Provost/Vice President for Academic and Student Life**

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### Information Items –

1. Senate and AAC Updates – Cody Stoddard and Tim Englund  
Senate and AAC had no items for discussion on this date.
2. Update on the General Education Redesign – Bernadette Jungblut  
A draft populated framework with the latest approval status of the courses still in question will be emailed to the council for review as well as a petition form. Conversation was held on the importance of constructive communication prior to the submission of a petition.
3. Update on Northwest Commission on Colleges and Universities (NWCCU) Reaffirmation of Accreditation – Bernadette Jungblut  
Encouraged council members to visit [www.cwu.edu/mission/accreditation/about](http://www.cwu.edu/mission/accreditation/about), and in particular, pay attention to the “My Role in Accreditation” tab ([www.cwu.edu/mission/accreditation/my-role](http://www.cwu.edu/mission/accreditation/my-role)). Also confirmed that work continued on the reaffirmation of accreditation data dashboard. See 01/02/18 Provost Council Briefing distributed via hard copy and uploaded to the shared drive.
4. Strategic Plan Updates – Bernadette Jungblut  
Provided an overview of where everyone is at in completing their strategic plans. All plans will be posted at [www.cwu.edu/mission](http://www.cwu.edu/mission). See 01/02/18 Provost Council Briefing distributed via hard copy and uploaded to the shared drive.
5. Baccalaureate Task Force Update – Bernadette Jungblut  
Feedback from the webpage continues to be reviewed. Work groups will move forward. See 01/02/18 Provost Council Briefing distributed via hard copy and uploaded to the shared drive.

### Upcoming Agenda Items and Guests

February 6, 2018

1. Vicki Sannuto – Career Services

### Future Guests and Topics (dates not yet assigned)

1. Teri Walker and Andre Dickerson – Carnegie Classification for Community Engagement
2. Gayla Stoner, Gail Mackin, Sharon O’Hare, Rodrigo Renteria-Valencia & Mayra Nambo– HSI Update

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