

**Provost Council Minutes
Regular Meeting
November 1, 2016**

Present:

Katherine Frank, Provost/Vice President, Academic and Student Life
Anne Cubilie, Associate Provost, Faculty Affairs & Extended Learning
Bernadette Jungblut, Associate Provost, Academic Accreditation, Assessment & Planning
Paul Ballard, Dean, College of Education & Professional Studies
Tim Englund, Dean, College of the Sciences
Stacey Robertson, Dean, College of Arts & Humanities
Kathryn Martell, Dean, College of Business
Kevin Archer, Dean, Graduate Studies and Research
Sarah Swager, Dean, Student Success
Patricia Cutright, Dean, Library Services
Nicki Kukar, Interim Executive Director, International Studies and Programs
Geraldine O'Mahony, Director, Douglas Honors College
Sharon Jonassen, Senior Academic Finance Manager
Charlene Andrews, Faculty Relations Coordinator
Carol Faltus, Executive Assistant to the Provost

Guests

1. Nina Oman, Executive Director of Institutional Effectiveness, and Bernadette Jungblut explained the variety of qualitative surveys and the process at Central Washington University. A Faculty Senate representative will be added to the new CWU Survey Team to analyze the current survey process.
2. Nina Oman reviewed the updated Academic Snapshot with the Provosts Council. Once the Academic Snapshot is accurate then the snapshot can be broken down by college and the department level.
3. Gail Farmer, Manager of Equal Opportunity and Affirmative Action, thanked everyone for a great turnout at the Best Practices in Faculty Diversity Hiring workshop on Oct. 11, 2016. A debrief of the event was presented and this topic will continue to be a focus during the academic year.

Action Items

1. Approve the minutes of the meeting of Oct. 18, 2016
It was moved and seconded that the Provost Council approve the minutes of the regular meeting of Oct. 18, 2016.
2. Finalize Baccalaureate Taskforce Workgroups
Solicitations for workgroups have been taking place and more nominations are needed for the workgroups. The workgroup membership status was reviewed and discussed. A summary will be provided soon of the workgroups and their membership.

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

Information Items

1. Update on the General Education Redesign – Bernadette Jungblut
The Guiding Philosophy Summary for General Education was shared at the Oct. 19, 2016 Special Meeting of the Faculty Senate. The General Education Program Level Outcomes/Goals document was distributed to the Provost's Council.
2. Update on Northwest Commission on Colleges and Universities (NWCCU) Reaffirmation of Accreditation – Bernadette Jungblut
Reviewed NWCCU process for new program offerings and ensuring past new program offering documentation is in order as well.
3. Templates deadlines are as follows:
 - i. Hiring Plan – September 30th
 - ii. Carry Forward Funds – October 14th
 - iii. Degree Pipeline – October 14th
 - iv. Strategic Investment Request – November 1st
Submit membership recommendations for the Strategic Investment Committee by Nov. 4, 2016.
4. Update on Strategic Plans – Bernadette Jungblut
First draft of strategic plans are due on Nov. 18, 2016 and the final version on Jan. 16, 2017. There will be three upcoming strategic planning professional development sessions planned for the following days by the Society for College and University Planning (SCUP):
Nov. 30, 2016
Dec. 14, 2016
Jan. 12, 2017

Upcoming Agenda Items and Guests

Future Guests and Topics (dates not yet assigned)