

**Provost Council Minutes
Regular Meeting
May 2, 2017**

Present:

Katherine Frank, Provost/Vice President, Academic and Student Life
Bernadette Jungblut, Associate Provost, Academic Accreditation, Assessment & Planning
Paul Ballard, Dean, College of Education & Professional Studies
Tim Englund, Dean, College of the Sciences
Kevin Archer, Dean, Graduate Studies and Research
Patricia Cutright, Dean, Library Services
Stacey Robertson, Dean, College of Arts & Humanities
Richard DeShields, Dean, Student Success
Anne Cubilie, Associate Provost, Faculty Affairs & Extended Learning
Geraldine O'Mahony, Director, Douglas Honors College
Jeffrey Stinson, Associate Dean, College of Business
Sharon Jonassen, Senior Academic Finance Manager
Sathy Rajendran, Associate Professor, Engineering Technologies, Safety and Construction
Cody Stoddard, Associate Professor, Law & Justice
Nicki Kukar, Interim Executive Director, International Studies and Programs
Scott Miller, Office Assistant

Discussion Items

1. Academic Snapshot- Patrick Turner (8:30 a.m.)
Provided an update on the information from the academic snapshot, and discussed how continue to improve the ability to accurately track Running Start/Cornerstone and double majors.
2. Continuing Education Funding Proposal – Anne Cubilie, Mel Palm and Gretchen Hill (8:45 a.m.)
Presented a proposal to create funding for R&D and startup funds for departments to use for new programs. Further discussion is needed.
3. New Steps on General Education – Sathy Rajendran and Cody Stoddard (9:00 a.m.)
Discussed the upcoming proposals for new courses, the proper procedure for new courses on curriculog and the need to fill 3 empty seats on the General Education Committee.
4. Senate Meeting discussion – Katherine Frank
Discussed the diversity and disability statements on all course syllabi on campus, and how to improve the language used in them.
5. AAC briefing – Tim Englund
Update given on the latest proposal for new policy for grade changes.
6. Academic Recovery – Richard DeShields
Discussed the need for a corrective action that will help students achieve academic success. This subject will be reviewed and discussed again in the future.
7. FY18 Budget Planning Process and Managers – Katherine Frank and Sharon Jonassen
Presented clarification for the efficiency target, and stated that a better use of Budget Managers is needed.

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

400 East University Way • Ellensburg WA 98926-7503 • Office: 509-963-1400 • Fax: 509-963-2025
Barge 302 • E-mail: provost@cwu.edu • Web: www.cwu.edu/provost

EEO/AA/TITLE IX INSTITUTION • FOR ACCOMMODATION E-MAIL: CDS@CWU.EDU

Action Items

1. Approve the minutes of the meeting of April 4, 2017
It was moved and seconded that the Provost Council approve the minutes of the regular meeting of April 4, 2017.
2. Faculty Authored Textbook Use Guidelines – Anne Cubilie
The changes to the guidelines were approved.
3. CWUP 5-120-030 Circulation Policy – Patricia Cutright
It was moved and seconded that the Provost Council approve CWUP 5-120-030 Circulation Policy.
4. Program Discontinuation CWUP 5-50-100 – Bernadette Jungblut and Tim Englund
Discussed and will be sent back for a vote.

Information Items –

Updates on items 1 through 4 will be provided in document form and posted to the S Drive

1. Update on the Baccalaureate Taskforce – Bernadette Jungblut
2. Update on the General Education Redesign – Bernadette Jungblut
3. Update on Northwest Commission on Colleges and Universities (NWCCU) Reaffirmation of Accreditation – Bernadette Jungblut
4. Update on Strategic Plans – Bernadette Jungblut
5. Next Steps on Hiring Plan – Katherine Frank

Upcoming Webinar, May 16, 2017

1. Aligning Academic Resource Allocation and Student outcomes: Shaping Course Size
(10:00 a.m. – 11:00 a.m.)

Future Guests and Topics (dates not yet assigned)

June 6, 2017 - James Gaudino Spring Quarter Visit