

Provost Council Agenda
June 5, 2018
8:30 a.m. – 10:30 a.m.
CWU Barge 304

*8:30 – 9:00 Meeting with the Library Registry Candidate
Provost Council met with Registry candidate.*

Present

Katherine Frank, Provost/Vice President, Academic and Student Life
Bernadette Jungblut, Associate Provost, Accreditation, Academic Planning, and Assessment
Gail Mackin, Associate Provost, Undergraduate and Faculty Affairs
Gayla Stoner, Associate Provost, Extended Learning and Outreach
Tim Englund, Dean, College of the Sciences
Todd Shiver, Interim Dean, College of Arts & Humanities
Kathryn Martell, Dean, College of Business
Kevin Archer, Dean, Graduate Studies and Research
Bill Schafer, Interim Dean, Student Success
Gregory Paveza, Interim Dean, Library Services
Anne Cubilie, Director, Douglas Honors College
Sharon Jonassen, Senior Academic Finance Manager
Cody Stoddard, Faculty Senate Chair 2017-18
Amy Claridge, Faculty Senate Chair 2018-19
Charlene Andrews, Faculty Relations Coordinator
Duane Dowd, ADCO Chair
Ron Jacobson, Executive Director, School of Education
Aaron Brown, Associate Dean, Student Development & Achievement
Anne Smethurst, Administrative Assistant

Discussion Items

1. Registry Candidate Debrief – Katherine Frank
Provost Council debriefed the Registry candidate meeting.
2. ASL Strategic Plan – Bernadette Jungblut
Members of the council were asked to volunteer leadership on specific parts of the plan to facilitate consistent and intentional forward motion. Additionally, all units were asked to review the ASL Strategic Plan document located on the shared drive and add notes in their designated column by Monday, June 11, 2018.
3. CWUP 5-100-040 Petition for Exception to the General Education Requirements – Cody Stoddard
Lengthy discussion was held on the proposed new policy 5-100-040 Petition for Exception to the General Education Requirements. Several voiced concern that an additional level of review is necessary at either or both the dean and provost level. The policy rationale also needs revision to acknowledge that current policies and procedures are in place. It was also emphasized that Provost Council had not reviewed/discussed this document or 2-100-040 before formal action was taken in Faculty Senate. No action taken due to concerns about current draft.
4. CWUR 2-100-040 Petition for Exception to the General Education Requirements – Cody

Stoddard

CWUR 2-100-040 is the policy to accompany CWUP 5-100-040. Concerns raised with the policy remain consistent for the procedure. No action taken due to concerns about current draft.

Action Items

1. Catalog Deadlines for 2019-20 – Gail Mackin & Mike Gimlin
Provost Council approved the dates listed within the Catalog Deadlines for 2019-20. Language regarding fee deadlines and mandatory ICAPP & NWCCU approvals should be added to the document. With these additions, Gregory Paveza motioned to approve the Catalog Deadlines for 2019-20, Bernadette Jungblut seconded. Motion Carried
2. Approve the minutes of the meeting of May 15, 2018
Gregory Paveza motioned to approve the minutes of the regular meeting of May 15, 2018, Tim Englund seconded. Motion carried.
3. CWUP 5-50-020 Definition of Curriculum Terms – Cody Stoddard
Gregory Paveza motioned to approve CWUP 5-50-020 Definition of Curriculum Terms, Gail Mackin Seconded. Motion Carried
4. CWUP 5-50-060 (7) Curriculum Rules for Implementation – Cody Stoddard
5. Gregory Paveza motioned to approve CWUP 5-50-060 (7), Gail Mackin seconded. Motion carried.
6. CWUP 5-90-050 Graduation Requirements for Bachelor's Degrees – Cody Stoddard
Provost Council requested the change of language in section 3.B. from "have met" to "have satisfied." With this change, Gregory Paveza motioned to approve 5-90-050 Graduation Requirements for Bachelor's Degrees, Anne Cubilie seconded. Motion carried.
7. CWUP 5-90-030 Acceptance of Transfer Credit – Cody Stoddard
8. Provost Council requested the change of language in section 3.C. from "will meet" to "will have satisfied." With this change, Gregory Paveza motioned to approve CWUP 5-90-030 Acceptance of Transfer Credit, Bernadette Jungblut seconded. Motion carried.

Information Items

1. Update on Northwest Commission on Colleges and Universities (NWCCU) Reaffirmation of Accreditation – Bernadette Jungblut
2. Update on the General Education Assessment – Bernadette Jungblut
Bernadette Jungblut may be reaching out with questions. When she does, timely responses are appreciated.
3. Strategic Plan Updates – Bernadette Jungblut
Units were asked to review the strategic plan document on the shared drive and add notes in their designated column. Notes should be submitted to Anne Smethurst and Bernadette Jungblut by Monday, June 11th.
4. Baccalaureate Task Force Update – Bernadette Jungblut
The Baccalaureate Task Force will reconvene in the next few weeks. No other updates at this time.
5. Retention Update – Gail Mackin
A copy of the retention document being presented to Cabinet was shared with the council. A reminder was given that retention efforts will be included in annual reports.
6. Summer Session Update – Gail Mackin
Updated data was shared for summer session enrollment.

7. Senate and AAC Updates – Cody Stoddard and Gail Mackin
Recent proposed Faculty Code changes were discussed and concern expressed regarding both proposed changes by many on Provost Council—Consultation and Faculty Awards. Going forward, proposed Faculty Code changes should be part of Senate updates.
8. Budget Deadlines and Updates – Sharon Jonassen
Friday, June 1st was the cutoff to finalize budgets. Budget managers have moved into the reconciliation phase. The importance of consistent communication with budget managers was emphasized.
9. Year End Reports – Katherine Frank
Year-end reports will be similar to last year (there are a few changes). Templates are located on the shared drive and should be read carefully. Reports are due to the Provost by July 31, 2018.
10. Academic Space Release and Requests – Gayla Stoner
Several documents of requests that have been fully vetted through the process were shared with the council. Please review and direct any questions to Gayla Stoner.

Upcoming Agenda Items and Guests

June 19, 2018

1. President Gaudino – Spring Visit

Future Guests and Topics (dates not yet assigned)

1. Nicolas Valcik – Data Update