

Provost Council Minutes
August 15, 2017
8:30 a.m. – 10:30 a.m.
Barge 304

Present:

Katherine Frank, Provost/Vice President, Academic and Student Life
Gail Mackin, Associate Provost, Undergraduate & Faculty Affairs
Tim Englund, Dean, College of the Sciences
Paul Ballard, Dean, College of Education & Professional Studies
Nicki Kukar, Interim Executive Director, International Studies and Program
Greg Paveza, Interim Dean, Library Services
Kevin Archer, Dean, Graduate Studies and Research
Bernadette Jungblut, Associate Provost, Academic Accreditation, Assessment & Planning
Anne Cubilie, Director, Douglas Honors College
Cody Stoddard, Chair, Faculty Senate
Richard DeShields, Dean, Student Success
Kathryn Martell, Dean, College of Business
Todd Shiver, Interim Dean, College of Arts & Humanities
Charlene Andrews, Faculty Relations Coordinator
Anne Smethurst, Administrative Assistant

Guests

1. Meet and greet, update and Q&A regarding University Operations – Joseph Han (30 min.)
Provided an update on the projects taking place within the University, and discussed the focused effort of improving channels of communication.
2. Alumni Engagement Perspective in CAH – Bob Ford, Katharine Reed, Scott Wade (30 min.)
Highlighted the efforts of the alumni relations engagement with the College of Arts and Humanities and used it as an example of how to cultivate and engage donors.

Discussion Items

1. ASL Retreat Sept. 11, 2017 – Katherine Frank
 - a. Update on the Baccalaureate Taskforce
Brief reminder of the upcoming retreat date. Did not discuss Baccalaureate Taskforce.
2. New Faculty Welcome – Charlene Andrews
Deans were reminded of their requested attendance and a call was put out for recommendations on speakers and/or topics for the day of the event.
3. New Strategic Plans – Bernadette Jungblut
Affirmation that deadlines have been established for all provost's direct reports. (See the master spreadsheet on the shared drive). As per the Board of Trustees July 2017 retreat, the five core themes remain; however, objectives, outcomes, and indicators have been updated. When continuing unit-level strategic planning, provosts' direct reports should continue to align their units' objectives, outcomes, and indicators to the institutional strategic plan. (See the strategic planning materials on the shared drive).
4. Curriculum Update – Bernadette Jungblut
Discussed the importance of adequate documentation when presenting new curriculum and emphasized the resources available to help in the planning and development process

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including pre-proposal templates designed to promote information dissemination and provide opportunities for PC members to discuss potential collaborative endeavors.

Action Items

1. Approve the minutes of the meeting of July 18, 2017
It was moved and seconded that the Provost Council approve the minutes of the regular meeting of July 18, 2017.
2. CWUP 2-60 (3) Budget Executive Committee
It was moved and seconded that the Provost Council approve CWUP 2-60 (3) Budget Executive Committee.

Information Items –

1. Update on the General Education Redesign – Bernadette Jungblut
Provost's Council members were reminded of the General Education Redesign progress to date – including the large number of faculty participants at the 12-13 June and 1-2 August General Education Course Development Workshops. (Refer to the following documents on the shared drive: a) GE Guiding Philosophy and Program Goals; b) GE Framework; c) GE Learner Outcomes and Pathway Criteria; d) GE Program Rules; and e) Recommendations for GE Program Implementation).
In addition, upcoming deadlines were discussed: a) the General Education Summit II (18 September); b) the deadline for new and updated GE course proposal submission for faculty funded via the GE Course Development Workshops (22 September); c) the course submission deadline for faculty not funded this summer (29 September); and d) the anticipated Faculty Senate vote on the complete GE program (February 2018).
2. Update on Northwest Commission on Colleges and Universities (NWCCU) Reaffirmation of Accreditation – Bernadette Jungblut
Provost's Council members were reminded of the upcoming Fall 2018 year-seven evaluation and site visit. Brief discussion of provosts' direct reports' role in NWCCU reaffirmation of accreditation – including questions evaluators will likely ask. Roles, responsibilities, and likely questions will be revisited throughout PC meetings this year. (Refer to the following documents on the shared drive: a) PC NWCCU Reaffirmation of Accreditation Responsibilities; b) NWCCU Eligibility Requirements; c) NWCCU Standards for Accreditation).
3. Executive Director, Office of International Studies and Programs (OISP) Search Update – Katherine Frank

Upcoming Agenda Items and Guests

Future Guests and Topics (dates not yet assigned)

1. Krechiere Jackson, Vice President, Public Affairs

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