

Provost Council Minutes  
September 5, 2017  
8:00 a.m. – 10:00 a.m.  
Barge 304

Present:

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

Guests

1. RCM Update – Joel Klucking  
Provided an update on the budget and discussed how decisions made by the State can and will adjust otherwise finalized plans.

Discussion Items

1. Program Pre-Proposals – Gail Mackin  
Introduced a draft pre-proposal form for the review of the council, encouraged feedback, and discussed its importance in leading to a solid final proposal for new programs.
2. Automated Reporting – Sharon Jonassen  
Discussed the features of an automated budget report that is currently being designed, and provided an example for discussion. The report is scheduled to be distributed to Vice Presidents in phase one, followed by Deans in phase two, with a final stage planned for Chairs, which is under development. Training is currently being planned for Deans.
3. ASL Retreat Sept. 11, 2017 – Katherine Frank  
Retreat topics were announced and the importance of reading and reviewing materials in advance was emphasized.

Action Items

1. Approve the minutes of the meeting of August 15, 2017  
It was moved and seconded that the Provost Council approve the minutes of the regular meeting of August 15, 2017 with a vote of 12 yes, 0 no, and 4 abstentions.

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

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### Information Items –

1. College Strategic Plans – Bernadette Jungblut  
We will review the ASL draft strategic plan at the PC retreat and move forward with developing a template for unit-level strategic planning.
2. Update on the General Education Redesign – Bernadette Jungblut  
Provided reminder about upcoming events and deadlines:
  - General Education Summit II: Monday, 18 September – an opportunity for new faculty to learn about the new GE program and for faculty to obtain assistance submitting their new or updated GE courses into Curriculog; update learner outcomes; and work on course activities and assessment
  - Friday, 22 September, Curriculog submission deadline for faculty who received professional development funds to create new or update existing GE courses
  - Friday, 29 September, Curriculog submission deadline for other faculty proposing new or updating existing GE courses
3. Update on Northwest Commission on Colleges and Universities (NWCCU) Reaffirmation of Accreditation – Bernadette Jungblut  
Evaluation site visit will take place from 22 through 24 October 2018.

### Upcoming Agenda Items and Guests

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

1. Krechiere Jackson, VP Public Affairs – Update and Q&A
2. Andreas Bohman, AVP Information Services and Security – WebX Priorities and Goals