

Provost Council Minutes
October 30, 2018
8:30 a.m. – 10:30 a.m.
CWU Barge 412

Present

Katherine Frank, Provost/Vice President, Academic and Student Life
Bernadette Jungblut, Associate Provost, Accreditation, Academic Planning, and Assessment
Heidi Henschel-Pellet, Associate Dean, College of Education and Professional Studies
Martha Kurtz, Associate Dean, College of the Sciences
Todd Shiver, Interim Dean, College of Arts & Humanities
Dick Highfield, Interim Dean, College of Business
Kevin Archer, Dean, Graduate Studies and Research
Bill Schafer, Interim Dean, Student Success
Bonnie MacEwan, Interim Dean, Library Services
Nicki Kukar, Associate Director, International Studies and Programs
Anne Cubilie, Director, Douglas Honors College
Sharon Jonassen, Senior Academic Finance Manager
Amy Claridge, Faculty Senate Chair
Teresa Walker, Provost Fellow
Charlene Andrews, Faculty Relations Coordinator
Jim Johnson, ADCO Chair
Aaron Brown, Associate Dean, Student Development & Achievement
Anne Smethurst, Administrative Assistant

Guests

1. Liz Vidaurri, Missy Davis, Tricia Rabel - PEECS Travel Team: Student Living Professional Development
A PowerPoint presentation introduced the PEECS (Pride, Equity, Excellence, Community, Stewardship) travel team and shared their mission to plan and develop site visits for departments to benchmark with other universities in the northwest. Additionally, the presentation provided a look at the travel team timeline, as well as the tools and itineraries used during visits.
2. Marissa Howat– National College Health Assessment: Impact on Retention at CWU
Marissa began with an overview of her role as Director of Wellness and Health Promotions. Her team members and the resources they provide to CWU were also shared. Two data sets were provided to the council (The Healthy Minds Study conducted in 2016-17 and the American College Health Association National Health Assessment conducted in Spring of 2018). This data showed a significant higher percentage of students at CWU from the national cohort facing various mental health issues. Discussion followed on why mental health issues are high, the implications of poor mental health on academic performance, and how we can elevate campus health and wellness. The JED comprehensive approach was shared, and can be viewed at www.jedcampus.org. A national search is currently being held for an Associate Dean of Health and Wellness.

Discussion Items

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

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1. Northwest Commission on Colleges and Universities (NWCCU) Reaffirmation of Accreditation Debrief and Next Steps – Bernadette Jungblut
Overall, the site visit from NWCCU went very well, and the feedback from the evaluation committee was encouraging. The committee provided three commendations and three recommendations at their exit meeting on Wednesday, October 24, and the draft report is expected to arrive mid-November.
2. Retention Update – Bernadette Jungblut
All action plans were received and information was compiled into the Retention Strategy Action Plan spreadsheet. The spreadsheet can be found on the shared drive. An extra effort will be asked of advisors to reach out to an identified group of approximately 300 students who are showing signs of possible need for academic assistance. This is an opportunity to find out why they are struggling and how we can help. Efforts are also being made to plan an event for mid-November where students can explore the various resources available to them—Wildcat Success Days. Discussion was held on what this event should look like, and to whom it should be available. A CAPS+ update was provided by Aaron Brown, and sandbox sessions are being held with each college for discussion on how the system is working.

Action Items

1. Expressive Activities WAC – Bill Schafer
The council revisited WAC 106-141. The council identified the word “dedicated” in section 106-141-020 (4) that should be replaced with the word “designated.” With this edit, Anne Cublie motioned to approve WAC 106-141; Dick Highfield seconded. Motion carried.
2. CWUP 5-60-010 Academic Department Chairs Organization (ADCO) – James Johnson
Bonnie MacEwan motioned to approve 5-60-010 Academic Department Chairs Organization (ADCO); Anne Cublie seconded. Motion carried.
3. CWUP 5-60-040 Chair Responsibilities – James Johnson
Bonnie MacEwan motioned to approve 5-60-040 Responsibilities; Anne Cublie seconded. Motion carried.
4. Approve the minutes of the meeting of October 16, 2018
Bernadette Jungblut motioned to approve the minutes of the regular meeting of October 16, 2018; Jim Johnson seconded. Three abstentions. Motion carried.

Information Items

1. Update on General Education Assessment – Bernadette Jungblut
Possible solutions continue to be explored for the muting issue in Canvas. Faculty Senate will be voting on the new GE implementation at their October 31st meeting. The results of this vote will determine how we move forward with GE assessment.
2. Strategic Plan Updates – Bernadette Jungblut
Workplan and visioning open forums are being held on campus. Once these sessions are complete and feedback is given, the workplan and strategic plan will be finalized.
3. Summer Session and General Budget Update – Sharon Jonassen
No update.
4. Survey Policy – Amy Claridge
The survey policy is being reworked so it does not apply to faculty research. Anne Smethurst will resend the draft policy to the Provost Council via email for closer review. Any feedback can be sent to Anne to compile and forward.
5. Senate and AAC Updates – Amy Claridge

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In response to the Board of Trustees meeting, a letter was shared from the Faculty Senate Executive Committee to the Provost Council to communicate their desire to work together regarding faculty consultation and academic reorganization. All documents presented to the Faculty Senate for the General Education Implementation vote on October 31st were provided to the council for review. Any feedback should be directed to Amy. A revision has been made to CWUP 5-50-070 to expand the definition of the Master of Fine Arts degree to be more inclusive of disciplines across arts and humanities. Discussion included the recommendation to include dance, and also to consider making these changes to the Bachelors of Fine Arts degree as well. With Faculty Senate approval, this will come to Provost Council next. A proposed faculty code change will be voted on by Faculty Senate to add a new distinguished faculty award that will recognize long-term records of excellence in teaching, scholarship, or artistic activities. This will not be brought to Provost Council for approval, so any feedback is welcomed and should be directed to Amy.

6. ADCO Update – Jim Johnson

An Outlook calendar has been created which includes all dates from the ASL Academic Calendar. Currently, the calendar is being shared with department chairs. If anyone would like access to the calendar, please contact Anne Smethurst. ADCO has responded to the Faculty180 Documentation Standards document, and suggestions have been forwarded to the Provost for consideration.

Future Guests and Topics (dates not yet assigned)

1. Jami Beintema – Classroom Upgrade Update
2. Karen Roemer & Tim Burnham – Integrative Human Physiology – Clinical Exercise Physiology (IHP-CEP) Graduate Certificate
3. Dave Rex – Introduction, Director of Continuing Education

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