

Provost Council Meeting
July 17, 2018
8:30 a.m. – 10:30 a.m.
CWU Barge 304

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
Paul Ballard, Dean, College of Education and Professional Studies
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
Ediz Kaykayoglu, Executive 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
Duane Dowd, ADCO Chair
Jenna Hyatt, Associate Dean, Student Living
Aaron Brown, Associate Dean, Student Development & Achievement
Anne Smethurst, Administrative Assistant

Guests

1. Nicolas Valcik and Bernadette Jungblut – Data and Data Dashboard Update
An update on work accomplished by Institutional Effectiveness showed progress in State and Federal reporting as well as accreditation, enrollment, and retention dashboards. Bernadette Jungblut walked through how to access and use the data dashboard. If there is interest in additional training sessions for Associate Deans or Department Chairs, please contact Bernadette directly.
2. Sharon O'Hare – Strategic Enrollment Plan Update
The strategic enrollment plan was shared with the council as a working document. Goals and strategies were discussed, and suggestions were welcomed and encouraged. The working document will be reviewed by the Board of Trustees at their July Retreat.

Discussion Items

1. Budget Update – Sharon Jonassen
A reminder was given that all budgets should now be reconciled for year-end. Any corrections should be identified and communicated with budget managers no later than Friday, July 20th. Changes to CatPlan reports were also outlined, and it was announced that the FY19 budget has been finalized.
2. ASL Retreat Planning – Katherine Frank
The council was asked to think about ideas regarding the structure, content, and key takeaways for the ASL Retreat scheduled for Monday, September 10th. Ideas should be

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brought to the next Provost Council on Tuesday, August 7th for further discussion. It was also announced that guest speaker Walter Gmelch has been confirmed to meet with the Provost Council for a special meeting on Thursday, September 13th from 3:00 – 5:00 p.m. in Barge 412.

Action Items

1. Approve the minutes of the meeting of June 19, 2018
Bernadette Jungblut motioned to approve the minutes of the regular meeting of June 19, 2018, Anne Cubilie seconded. Two abstentions. Motion carried.

Information Items

1. Update on Northwest Commission on Colleges and Universities (NWCCU) Reaffirmation of Accreditation – Bernadette Jungblut
Two documents have been uploaded to the shared drive for review. The first is a reminder that all CVs need to be updated and submitted to Bernadette no later than Friday, August 3rd. The second document is a revised list of questions that everyone should be prepared to answer during the NWCCU visit. A brief summary was also provided on the recently updated NWCCU substantive change categories and costs.
2. Update on the General Education Assessment – Bernadette Jungblut
Bernadette touched on the GE Assessment going forward, and will work to provide an updated document for review at an upcoming Provost Council meeting.
3. Strategic Plan Updates – Bernadette Jungblut
A reminder will be sent that outlines which areas of the plan each council member has volunteered for.
4. Baccalaureate Task Force Update – Katherine Frank
A brief summary was given on each of the Baccalaureate Task Force reports. Lengthy discussion and planning has taken place in each group, and the focus will now be on taking action and moving forward.
5. Retention Update – Aaron Brown
The FTFTF Fall 2016 Details on Retention report was given to the council for review as well as an updated 2018 Winter Zero Credit report. Aaron Brown provided an overview of the new Math Bridge Program, its purpose, and its success with over 100 students currently enrolled.
6. Summer Session Update – Aaron Brown
A corrected summer session report for 2018 has been uploaded to the shared drive for review.
7. Senate and AAC Updates – Amy Claridge
With concerns voiced by the Provost Council regarding potential revisions to the Faculty Code and review process for proposed changes, a decision has been made to allow more time for discussion before bringing changes to the Board of Trustees.
8. ADCO Update – Duane Dowd
A reminder was given that James Johnson has been announced as the 2018-19 ADCO Chair. Eric Cheney has been selected as the Chair Elect.
9. Extended Learning Update – Gayla Stoner
An update was given on course enrollment in Sammamish, and discussion has been initiated on possible Center programs. A timeline for Sammamish program delivery can be found on the shared drive.

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