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Provost Council Agenda
August 4, 2020
9:00 a.m. – 11:00 a.m.
Virtual Meeting

Attendees

Michelle DenBeste, Provost/Vice President, Academic and Student Life
Gail Mackin, Associate Provost, Undergraduate and Faculty Affairs
Anne Cubilie, Executive Director, Douglas Honors College
Bernadette Jungblut, Associate Provost, Accreditation, Academic Planning, and Assessment
Ediz Kaykayoglu, Associate Provost, Extended Learning and Outreach, and Executive Director, International Studies and Programs
Elvin Delgado, Chair, Faculty Senate
Charlene Andrews, Faculty Relations Coordinator
Gregg Heinselman, Dean, Student Success
Heidi Henschel Pellet, Interim Dean, College of Education and Professional Studies
Jeffrey Stinson, Dean, College of Business
Jill Hernandez, Dean, College of Arts and Humanities
John Logwood, Senior Academic Finance Manager
Katharine Whitcomb, Chair, ADCO
Kevin Archer, Dean, Graduate Studies and Research
Rebecca Lubas, Dean, Library Services
Tim Englund, Dean, College of the Sciences
Caleb Montgomery, Administrative Assistant

Action Items

1. Approve the minutes of the meeting of July 21, 2020
Correction to discussion item two, second paragraph. Change from AAC to EC. Motion to approve the amended minutes. Approved.

Fall 2020 Updates and Remaining Decisions – Gail Mackin

1. Enrollment Strategies
Most of the discrepancies in the report lie in the onboarding of new students. Typically, 2100 first years and 1200 transfers are admitted, but currently the numbers are on the order of 800 FY and 600 T. The Orientation team has removed all of the barriers to enroll so students can register for classes. The SAT and ACT scores are being used for math placement. Associate Provost Mackin requested Chair Whitcomb to keep her informed with English class registration processes. There is also a request from Associate Dean Brown to have the advisors granted temporary access to quick-enroll students in the 100- and 200-level courses. The Associate Provost Office is conducting a calling campaign, and there will be more outreach by Enrollment Management to continuing students who have not yet enrolled in classes. The

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

400 E University Way • Ellensburg WA 98926-7503 • Office: 509-963-1400 • Fax: 509-963-2025

Barge Hall Room 302 • Email: provost@cwu.edu • Web: cwu.edu/provost

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current budget model is based on 500 less than the original 11300 undergraduate student target and right now enrollment numbers are much less than that. Please continue to engage students and help them realize that enrolling at Central is still worth it. Question about student backlog. Provost DenBeste and Dean Heinselman said that advising is not backlogged. However, there are some holds that they are working through because of staffing shortages and difficulties in obtaining high school transcripts and IRS documentation. Discussion followed. The Registrar is working on the transcript process with regards to staffing and transfer credit process capability. The long term goal is to automate much of that system.

2. General Education 184 Section Expectations for AY 20
Deans are watching the enrollment numbers for 184 sections. Associate Provost Mackin presented an alternative to the AY21 distribution of 184 sections among colleges. Discussion followed. Once census numbers are in we will know if adding any sections to winter quarter is needed. This is optimal rather than frontloading these classes this fall and losing money based on staffing situations. Discussion followed about course caps.
3. Internship MOU
Desire to make sure our students are safe when they go off campus for their internships. Please share with faculty.
4. Emergency Pass/Emergency Fail Policy
FS Executive Committee (EC) and Student Representatives would like this policy to be implemented again but more streamlined. Need to have a policy in place with permanent language that includes potential negative implications. On the decision to extend this policy to this school year, the faculty are not on contract and cannot be consulted at this time. Therefore the EC determined the Provost should make this decision. Question on what are the negative financial implications for students. We need a page of specifics for scenarios but also a clear policy for the time being. Provost DenBeste would like it to go back to FS long term to establish a nice longstanding policy for another situation like a natural disaster. Associate Provost Mackin mentioned that credible criteria for extending it would be if the instructional modality has to be changed after students register for classes. However, if we operate in what the students have signed up for, then there should be no reason for this policy. Associate Provost Jungblut mentioned that both the faculty and professional advisors need to be included in the EP/EF decision with the students so they can make the best choice. Discussion followed. Conesus to continue EP/EF through fall term only at this time.
5. Course Fees and Web Course Fees
Provost DenBeste will be meeting with the President on the elimination of the Web Course Fee and in initiation of the multimodal instruction fee and will have a decision either today or tomorrow.
6. Faculty Accommodation in COVID-related Situations
Faculty are not required to accommodate students outside of the normal accommodations for Disabilities or Title IX. Of course, be understanding of the situation, but the student requirement is to know what they are signing up for. Faculty also need to be clear from the beginning. Question from Dean Hernandez about what happens when a student or faculty member has to be quarantined for two weeks. Discussion followed on faculty means of working with student when absences occur. Question on if the modality of courses has been

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reassessed yet. That will happen soon. Suggestion to manage the scenarios as they happen. With the modality change, there will be an email going out to the students to inform them about possible schedule changes.

7. Policies and Processes for Fall 2020

The Faculty FAQ is now live on the Associate Provost Webpage. Dean Englund mentioned that it is hard to find. Since it is a faculty FAQ page, the administration did not want it to be public facing. That is why it is not on the Central COVID page. Suggestion to email faculty with the information as well.

8. Winter Course Schedule

Desire to stop calling it plan B and instead possibly hybrid planning. It should be much the same as where we are right now.

9. Faculty Convocation

Friday Morning, September 4th. Conflicts? Faculty will not be required. Wants to recognize new faculty and admins, like an hour and a half, via zoom. Michelle will send out an agenda beforehand. Student Convocation? Yes, there will be some sort of celebration for them.

10. Provost Council Retreat

Typically done early in September before faculty return. Provost DenBeste and Associate Provost Mackin will look at the calendar and then send out some suggested dates.

Discussion Items

1. Senate and AAC Updates – Elvin Delgado

The EC believes that all the different stakeholders should be brought in to begin the Diversity and Inclusivity curriculum consideration in the fall. The disruptive behavior policy as it relates to the COVID situation will come back at the next provost council meeting after feedback from different parties.

2. ADCO Update – Katharine Whitcomb

Nothing to report since ADCO does not meet in the summer. However Chair Whitcomb has been involved in the faculty/student socialization meetings with James Jankowski.

3. FTGOTO

Provost DenBeste cautioned about student employees working on campus since we have to be mindful for their safety. Issue has been handed to James Jankowski for inclusion in Fall 2020 Opening Project. Dean Heinselman mentioned that there are a substantial number of RA's who are out of a job, so he will send out a list with the names and majors of good student leaders if anyone is interested in hiring.

Provost DenBeste has a bit of money with which she would like to encourage student engagement. Highlighting certain students who are excelling but might not have the resources. The Office of Undergraduate Research has a similar program. Discussion followed about other possibilities for students through departments and clubs.

Provost DenBeste will do an optional Faculty Zoom next week to answer some questions.

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