August 6, 2010

TO: Provost’s Council
FROM: Judith M. Bowman
Assistant Vice President for Undergraduate Studies
SUBJ: Provost’s Council Agenda for Tuesday, August 10, 2010

The Provost’s Council will meet on Tuesday, August 10 from 8:30-10:00 a.m. in the Board Room in Koch Hall. The following agenda items will be discussed.

1. Approval of the July 27 minutes (see attachment, p. 1-2)

2. Update on Football Game Day Activities (see attachments, p. 3-8)
   Wood Selig, Debbie White, Bruce Stewart, David Weisser, Mike Fryling

3. Proposal to Rescind the Policy on Composition of Tenure Committees (see attachment, p. 9-11)

4. Amendment of the Non-tenure Ranks to Provide More Opportunities for Promotion (see attachment, p. 12-16)

5. Suggestions Regarding the Data on Released Time for GPDs (see attachment, p. 17-22)

6. Announcements –
   A. Status Report on WEAVE Data (see attachment, p. 23)
   B. Reminder to submit faculty assignments for fall 2010 in Banner as well as instructional method and delivery mode
   C. Provost’s Council Retreat to focus on advising, retention and student success – August 23 from 8:30 a.m.-5:00 p.m. at the Virginia Beach Aquarium
   D. Freshman Convocation on Sunday, August 29 from 4:00-6:00 p.m. at the Ted Constant Convocation Center
   E. Certification of Faculty for Graduate Instruction – Deadline for publication of College policies and listing of individual faculty is October 31, 2010
The Provost’s Council met on Tuesday, August 10 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Oktay Baysal, Chandra de Silva, Mike Fryling, Heather Huling, Linda Irwin-DeVitis, Bill McMahon, David Metzger, Ginny O’Herron, Chris Platsoucas, Wood Selig, Deanne Shuman, Bruce Stewart, Rusty Waterfield, David Weisser, Debbie White, Charles Wilson, and Gil Yochum. The following agenda items were discussed.

1. The July 27 minutes were approved.

2. New Cost Structure for Multifunction Devices and Central Printing

   Rusty Waterfield explained the changes to the fee structure and cost model for distributed multifunction devices (MFDs) and the central high-volume printers located in the E&CS Building. In order to make the effect of the changes cost neutral, budget funds will be redistributed based on the department’s highest usage over the past two years. The new fee structure will be effective August 16. Mr. Waterfield also noted that the quota for student printing has been reduced to 25 pages per student. After 25 pages, students will be required to pay for printing.

3. Update on Football Game Day Activities

   Wood Selig, Debbie White, Bruce Stewart, David Weisser, and Mike Fryling from Athletics and Global Spectrum met with the Council to discuss the modified tailgating plan for football game days this fall. The modified plan incorporates a tailgating area on Kaufman Mall for those who park in the garages and have no designated areas. More portable toilets will be available this season, which should reduce the number of people going to the Library to use the facilities. A copy of the Tailgate policies was included with the agenda. Dr. Selig asked Council members to contact him if they become aware of any needed modifications related to football game days.

4. Proposal to Rescind the Policy on Composition of Tenure Committees

   Council members discussed and approved the proposal to rescind the policy on Composition of Tenure Committees. The policy is no longer needed given the recent changes to and reformatting of the Tenure Policy. The role of the different committees is now spelled out more clearly, and a separate policy is not needed. In addition, the statement on Composition of Tenure Committees has to be revised whenever there are revisions to the appropriate sections of the Tenure Policy. The Council’s recommendation will be forwarded to the Faculty Senate and the President.
5. Amendment of the Non-tenure Ranks to Provide More Opportunities for Promotion

Council members discussed the recommendation to amend the non-tenure ranks in order to provide more opportunities for promotion. The Deans were supportive of providing increased compensation and recognition for adjunct faculty and lecturers and made the following comments and suggestions.

- Ask Human Resources to research other institutions to obtain information on categories, tiers or ranks for part-time and full-time faculty in non-tenured positions.
- Create categories for part-time faculty such as adjunct lecturer, etc.
- Create a rank higher than senior lecturer that could be attained after six years as a senior lecturer.
- Consider increasing the term of some of these appointments.
- Consider revising the current policy on Academic Rank to add categories for Scientist-in-Residence, Educator-in-Residence, Ambassador-in-Residence, Engineer-in-Residence, etc.

6. Suggestions Regarding the Data on Released Time for GPDs

Council members discussed the data from the last meeting on the amount of released time or stipend to Graduate Program Directors (GPDs) and the annual student FTE in each graduate program. Several suggestions were made, including moving from released time to stipends for GPDs or providing either a stipend or released time to GPDs. Dr. Simpson asked Chandra de Silva to work with each of the Deans on a proposal to address the released time or stipend for GPDs in each College and to develop a set of broad guidelines for review and discussion.

Carol Simpson stated that Old Dominion has received a FOIA request from the Governor for the teach load for tenured faculty. She indicated we will need a formula for teach load and should include advising as part of teaching.

7. Announcements

A. Carol Simpson thanked the Deans for their work on the 2009-10 Assessment Reports. Programs/departments should proceed with the Action Plans identified in the Reports. The Provost’s Assessment Team will review the plans over the next month or so and evaluate quality and completeness. The plans will also be reviewed by the SACS Compliance Team A: Institutional Effectiveness. In preparation for the 2010-11 Plans, departments and programs will need to improve the quality of assessment plans and reports, include a component comparing distance education delivered versus campus delivered performance for all affected programs, and incorporate assessment of certificate programs into related major assessment plans.

B. Carol Simpson reminded the Deans to submit faculty assignments for fall 2010 in Banner as well as instructional method and delivery mode.
C. The Provost’s Council Retreat will focus on advising, retention and student success and will be held on August 23 from 8:30 a.m.-5:00 p.m. at the Virginia Beach Aquarium.

D. Freshman Convocation will take place on Sunday, August 29 from 4:00-6:00 p.m. at the Ted Constant Convocation Center.

E. The Deans were reminded that the deadline for publication of College policies on graduate faculty certification and the listing of individual faculty certified for graduate instruction is October 31, 2010.

F. Oktay Baysal announced that the engineering programs in the College received the maximum number of years in their reaffirmation of accreditation.

G. Carol Simpson announced that the audit team working on faculty credentials will conduct spot checks on faculty files in October.

H. Carol Simpson reminded the Deans that program reviews are due at the end of August.