March 5, 2015

TO: Provost’s Council

FROM: Judith M. Bowman
Assistant Vice President for Undergraduate Studies

SUBJ: Provost’s Council Agenda for Tuesday, March 10, 2015

The Provost’s Council will meet on Tuesday, March 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 February 24 minutes (see attachment, p. 1-4)

2. Proposed GRA Tuition Waiver/Health Insurance Policy (see attachment, p. 5-6)
   Morris Foster

3. Faculty Senate Issue 2013/14-22, Revisions to Initial Appointment of Teaching and Research Faculty (see attachment, p. 7-11)

4. Faculty Senate Issue 2014/15-7, Revisions to Tenure Policy (see attachment, p. 12-18)

5. Proposed Revisions to the Policy on Enrollment Requirements for Graduate Students (see Attachment, p. 19-21)

6. Proposed Revisions to the Policy on Normal Course Load for Graduate Students (see attachment, p. 22-23)

7. Review of Grade Differentials (from data pulled for courses with a high percentage of A and B grades)

8. Credit for Teaching Large Lecture Classes
   Chandra de Silva

9. Compensation to Faculty for Administrative Assignments
   Chandra de Silva

10. Announcements
The Provost’s Council met on Tuesday, March 10, 2015 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Vinod Agarwal, Jane Bray, Andy Casiello, Chandra de Silva, Shirshak Dhali, Morris Foster, George Fowler, Shelley Mishoe, Brian Payne, Chris Platsoucas, Steve Risch, Jim Shaeffer, Charles Wilson, and Robert Wojtowicz. The following agenda items were discussed.

1. The February 24, 2015 minutes were approved.

2. Proposed GRA Tuition Waiver/Health Insurance Policy

   Robert Wojtowicz described a proposed policy that would require Principal Investigators to include requests for in-state tuition waivers and health insurance as part of grant proposals. The proposed policy has been vetted by the Graduate Administrators Council. This is an important way in which externally funded research can help support graduate programs. Nationally, most research universities now require grant proposal budgets to include tuition waivers and health insurance for GRA positions.

   Morris Foster stated that practices regarding tuition waivers and health insurance are not standard across colleges; the proposed policy would regularize these practices. Waivers would not be requested when the funding agency does not pay for them. Dr. Foster also stated that the policy would not be retroactive and would be implemented flexibly.

   Jane Bray expressed that her faculty have concerns about the proposed policy in that including waivers would reduce the funding available for the research project. Carol Simpson suggested that she, Dr. Foster and Dr. Bray meet with those faculty who have concerns. Other than the concerns from the College of Education, the deans were supportive of the new policy. The policy will be forwarded to the Faculty Senate for informational purposes.

3. Faculty Senate Issue 2013/14/22, Revisions to Initial Appointment of Teaching and Research Faculty

   Council members discussed and approved the recommendation from the Faculty Senate for a revision to the policy on Initial Appointment of Teaching and Research Faculty. The revision would require candidates who are being considered for initial appointment with tenure and the external referees selected by those candidates to submit current CVs. Submission of these CVs would assist the Promotion and Tenure Committees in their review of candidates and would make the process of initial appointment with tenure consonant with current
promotion and tenure practices. The proposed revision will be sent to President Broderick for approval.

4. Faculty Senate Issue 2014/15-7, Revisions to Tenure Policy

Council members discussed and approved the recommendation from the Faculty Senate for revisions to the policy on Tenure. The revisions are intended to clarify the policy. Section III.D. is revised to make it clear that all tenure-track faculty, whether appointed in mid-year or in fall, have a maximum of 21 semesters or seven years as their probationary period. Information in section D. that is covered elsewhere in the policy is removed. The second revision in section V.J. and K. specifies December 22 as the date for mid-year tenure candidates to be notified of their tenure decision rather than mid-December. The proposed revisions will be forwarded to President Broderick for approval.

5. Proposed Revisions to the Policy on Enrollment Requirements for Graduate Students

Robert Wojtowicz described revisions to the policy on Enrollment Requirements for Graduate Students made as a result of the discussion at the last meeting. Language has been added to distinguish professional doctoral programs from traditional Ph.D. programs. Language has also been added to address international students taking fewer than nine hours of graduate coursework per fall and spring semesters as well as language regarding the graduate forms on Master’s Student Full-Time Status Notification and Reduced Course Load Request. Overall, the revisions clarify language in the policy and the enrollment requirements for Graduate Assistants based on their funding source.

Carol Simpson asked Dr. Wojtowicz to review the wording related to registration requirements for international students during the summer session. The policy will be discussed at a future meeting and then forwarded to the Faculty Senate for review.

6. Proposed Revisions to the Policy on Normal Course Load for Graduate Students

Robert Wojtowicz described revisions to the policy on Normal Course Load made as a result of the discussion at the last meeting. Information on graduate assistants that duplicates language in the policy on Enrollment Requirements for Graduate Students has been removed. Information has been added to require international students to comply with any regulations or conditions associated with their visa status. Overall, the revisions bring the policy into alignment with the proposed revisions to the policy on Enrollment Requirements for Graduate Assistants. Council members approved the proposed revisions, which will be forwarded to the Faculty Senate for review.
7. Review of Grade Differentials (from data pulled for courses with a high percentage of A and B grades)

Chandra de Silva reminded the Deans that they received the data on grade differentials and percentage of A and B grades. He asked the Deans to review the data for their college and to use the data as appropriate. One approach could be to form a faculty committee within the college to review the data. A breakdown of the data by individual instructor is available by request.

8. Credit for Teaching Large Lecture Classes

Chandra de Silva raised the issue of credit for teaching large lecture classes. The issue came from a meeting held with lecturers and senior lecturers. He asked the Deans to give some thought to the development of a policy for their college. Carol Simpson recommended a more standard approach and asked the Deans to work on this issue during the coming year. She also encouraged the Deans to include Faculty Senate representatives in the discussion.

9. Compensation to Faculty for Administrative Assignments

This issue was also raised by the lecturers and senior lecturers. Chandra de Silva asked the Deans to think about this issue for discussion at the next meeting.

10. Changes Regarding the University English Proficiency Requirement for Non-Native English Language Learners

Jim Shaeffer and Steve Risch described changes regarding the University English proficiency requirement for non-native English language learners that will take place in 2015-16. The Bridge Program will be renamed as the Monarch English Transition Program and will be shortened to one semester. An additional avenue will be in effect for English language learners enrolled in the English Language Center’s Intensive English Program to be able to satisfy the University’s English proficiency requirement.

11. Announcements

A. Vinod Agarwal announced that the Strome College of Business has been rated twelfth in the country for military veterans.