TO: Provost’s Council

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

SUBJ: Provost’s Council Agenda for Tuesday, April 28, 2015

The Provost’s Council will meet on Tuesday, April 28 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 April 14, 2015 minutes (see attachment, p. 1-3)

2. Guidelines for Faculty Teachloads in Each College (continue discussion from last meeting)

3. Faculty Senate Issue 2014/15-18, Proposed Policy for the Support of Program Development and Growth (see attachment, p. 4-10)

4. Faculty Senate Issue 2014/15-21, Proposal for a New Interdisciplinary Minor in Cybersecurity (see attachment, p. 4, 11-15)

5. Information Items
   A. Faculty Senate Issue 2014/15-10, Proposed Changes to the Regulations for Continuance (see attachment, p. 4, 16-22)
   B. Faculty Senate Issue 2014/15-22, Proposed Revisions to the Gen Ed Outcomes for Written Communication Skills (see attachment, p. 4, 23-26)
   C. Faculty Senate Issue 2014/15-13, Fitness for Duty Policy (see attachment, p. 27-34)

6. Announcements
The Provost’s Council met on Tuesday, April 28 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Carol Simpson (Chair), Vinod Agarwal, Oktay Baysal, Jane Bray, Andy Casiello, Chandra de Silva, Jim Duffy, George Fowler, Shelley Mishoe, Renee Olander, Brian Payne, Chris Platsoucas, Jim Shaeffer, Charles Wilson, and Robert Wojtowicz. The following agenda items were discussed.

1. The April 14, 2015 minutes were approved.

2. Guidelines for Faculty Teachloads in Each College

   Carol Simpson informed Council members that the Rector of the Board of Visitors has asked for a review of the teachload data for each college. Board members would like to review the data by the September meeting and want assurances of efficiency in faculty teaching assignments. Dr. Simpson cautioned the Deans to limit teachload waivers where possible.

   Chandra de Silva asked the Deans to send their college policies on teachload to him. He asked them to review the criteria as they apply to each department as well as how they relate to each rank. The Deans were also asked to look at the teachload data in detail to be sure the data can be justified.

   Carol Simpson asked the Deans to work directly with their chairs on faculty teachloads during the summer and suggested this as a topic for the Deans’ summer retreats. Each Dean should ensure that their college has teachload guidelines and that the guidelines are implemented. Jim Duffy will forward the 2013 workload data from JLARC to the Deans.

3. Faculty Senate Issue 2014/15-18, Proposed Policy for the Support of Program Development and Growth

   Council members discussed the Faculty Senate’s suggested revisions to the proposed Policy for the Support of Program Development and Growth. The revisions primarily concern the removal of the requirement that all online courses be developed or revised in conjunction with the Center for Learning and Teaching (CLT). Council members made several changes to the Senate’s revisions to indicate faculty who develop online courses independently of CLT will receive release time or stipend after the program or course has been approved by Distance Learning. The additional approval is needed for quality control and because the stipends are provided by Distance Learning. Council members also agreed to remove a sentence containing examples of resources that might be provided to departments to support online programs and courses; removing the specifics
leaves the assignment of additional resources to the discretion of Deans and departments.

The recommendation from the Faculty Senate as amended by the Provost’s Council will be sent to President Broderick for approval and the Faculty Senate for information.

4. Faculty Senate Issue 2014/15-21, Proposal for a New Interdisciplinary Minor in Cybersecurity

The recommendation from the Faculty Senate for an interdisciplinary minor in Cybersecurity was approved. The proposed minor will be sent to President Broderick for approval.

5. Information Items

A. Faculty Senate Issue 2014/15-10, Proposed Changes to the Regulations for Continuance

The proposed changes to the Regulations for Continuance will be sent to President Broderick for approval.

B. Faculty Senate Issue 2014/15-22, Proposed Revisions to the Gen Ed Outcomes for Written Communication Skills

The proposed revisions to the general education outcomes for written communication skills are the result of work done by the General Education Assessment Committee. The revisions will be sent to President Broderick for approval.

C. Faculty Senate Issue 2014/15-13, Fitness for Duty Policy

The proposed changes from the Faculty Senate to the Fitness for Duty Policy were shared with Council members for informational purposes. Carol Simpson noted that the policy was approved by the President on January 7, 2015.

6. Announcements

A. Chandra de Silva informed the Deans that the Outstanding Faculty Awards Committee has selected the nominee for the Rising Star Award and four nominees for the Outstanding Faculty Award. Since we can have six nominees, there will be a call for additional nominations.

B. Chandra de Silva asked the Deans to encourage faculty to apply for the Provost’s Fellows program.
C. Carol Simpson asked the Deans to attend the events that take place before the Commencement ceremonies so they can interact with Board members, honorary degree recipients, and others involved in Commencement.