October 19, 2017

TO: Provost’s Council

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

SUBJ: Provost’s Council Agenda for Tuesday, October 24, 2017

The Provost’s Council will meet on Tuesday, October 24 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 September 26, 2017 minutes (see attachment, p. 1-3)

2. Proposed Policy on Criminal Background Checks (see attachment, p. 4-10)
   September Sanderlin and Nadine Faulcon-Johnson

3. Policy on Leave of Absence without Compensation (see attachment, p. 11)

4. Transfer Initiatives (see attachment, p. 12) – 9:00 a.m.
   Brian Payne and Daniela Cigularova

5. Announcements
The Provost’s Council met on Tuesday, October 24 from 8:30-10:00 a.m. in the Board Room in Koch Hall. Those present were Austin Agho (Chair), Richardan Benjamin, David Burdige, Andy Casiello, Daniela Cigularova, Gail Dickinson, Gail Dodge, Jim Duffy, Nadine Faulcon-Johnson, George Fowler, Brenda Johnson, Kiran Karande, Renee Olander, Brian Payne, September Sanderlin, Kent Sandstrom, Jim Shaeffer, and Robert Wojtowicz. The following agenda items were discussed.

1. The September 26, 2017 minutes were approved.

2. Proposed Policy on Criminal Background Checks

   September Sanderlin and Nadine Faulcon-Johnson discussed the proposed university policy on Criminal Background Checks. Currently, background checks are conducted for classified and hourly employees as well as administrative and professional faculty. The proposed policy would also require background checks for teaching and research faculty. Specifically, background checks would be required for all new and rehired employees as well as current employees who are transferred or promoted into sensitive positions.

   Council members made the following suggestions.
   - Add a definition for minors.
   - Add information excluding background checks for students whose work assignment includes teaching.
   - Add the College of Health Sciences to the list of departments that conduct their own criminal background checks.
   - Add a note that criminal background checks can perpetuate institutional racism, given the patterns of disproportionate enforcement and sentencing endemic to the U.S. criminal justice system.

   Ms. Sanderlin asked for additional feedback on the policy by November 10. The next step will be a review of the policy by the Policy Review Committee.

3. Policy on Leave of Absence without Compensation

   Council members discussed possible revisions to the policy on Leave of Absence without Compensation, which hasn’t been reviewed since 1989. Questions and issues raised are as follows.
   - Does the policy apply to non-tenured and tenured faculty?
   - Should administrative and professional faculty be included?
   - Should the policy include criteria for approval of the leave without compensation? Under what circumstances would a leave of absence be denied?
   - Should there be a timeline for applications for leave without compensation?
• Should individuals be employed at the university for a minimum amount of time to be eligible for leave without compensation?
• Should the tenure clock stop for non-tenured faculty?

September Sanderlin and Brenda Johnson were asked to provide more detailed information regarding benefits during the leave of absence without compensation. Revisions to the policy will be developed and brought to a future meeting for discussion.

4. Transfer Initiatives

Daniela Cigularova, Director of Transfer Initiatives, gave an overview of the transfer student population at ODU and provided the following statistics.

• 9,140 transfer students are enrolled in fall 2017. 2,475 of the transfer students in fall 2017 are new, and 760 of these new students are distance learners.
• 38% of transfer students from the VCCS in 2015 entered without the associate degree.
• 62% of transfer students from the VCCS who entered with the associate degree graduated in four years.
• Transfer students with an associate degree from the VCCS had a higher final GPA (2.7) as compared to non-transfer students (2.4).
• Transfer students from the VCCS are retained at a higher rate (79.8%) compared to non-transfer students (74%).

There are two pathways for transfer students with an associate degree to enter ODU.

1. Students with a transferable associate degree (Associate of Arts, Associate of Science, Associate of Arts and Sciences) enter under the general admission articulation agreement. Students with these degrees have met lower-division general education requirements.

2. Students with a non-transferable associate degree (Associate of Applied Arts and Associate of Applied Science) enter under individual program articulation agreements. Lower-division general education requirements are built into these agreements whenever possible. Currently ODU has 195 individual articulation agreements with 23 community colleges.

Examples of initiatives focused on transfer student success are as follows.

• Transfer mentors
• Transfer advising day
• Academic skills course for transfer students
• Transfer advising website and email address
• Transfer database with course equivalencies
• Finish on time initiative

Ms. Cigularova distributed a packet containing transfer date to Council members.