The Provost’s Council met on Tuesday, February 26 from 8:30–10:00 a.m. in the SGA Chambers in Webb Center. Those present were Austin Agho (Chair), Craig Bayse, Jane Bray, David Burdige, Annette Finley-Croswhite, George Fowler, Kate Hawkins, Heather Huling, David Metzger, Renee Olander, Brian Payne, Elaine Pearson, Kent Sandstrom, Karen Sanzo, Jeff Tanner, Bonnie Van Lunen, and Robert Wojtowicz. Attending as guests were Tisha Paredes, Corey Van Vlymen, and Wie Yusuf. The following agenda items were discussed.

1. The November 27, 2018 minutes were approved.

2. Graduate Student Quality of Life

Wie Yusuf presented key results from the Graduate Student Quality of Life Survey. She expressed her willingness to meet with groups in the colleges to discuss the results. The goal of the survey was to better understand the quality of life of graduate students and improve delivery of services to and support for graduate students. Participants came from all colleges; master’s and doctoral students were represented as well as full-time and part-time students. Key results are as follows.

- 54% feel a sense of belonging to the ODU community.
- Participants indicated they are physically healthy but expressed concerns about their general well-being and mental health.
- 56% indicated they are prepared for their planned career paths.
  - But 37% are unsure about opportunities for professional and career development.
- Graduate students use few support services.
  - Library resources and facilities had the highest reported frequency of use and satisfaction.
- The relationship with faculty, advisors and mentors was seen as positively affecting quality of life.
- 80% agreed that the intellectual climate in their program is positive.
- Most indicated that students are treated with respect by faculty and that program procedures and University academic procedures are fair and equitable.
- 56% reported finances as a source or stress.

Robert Wojtowicz said that there will be a forum the third week in March for students, faculty and administrators to discuss the implications of the survey. He asked Council members to circulate the results of the survey and made the following recommendations.

- Present the survey results to the SEES leadership team.
• Make graduate students aware of the resources available to them.
• Work to increase stipend amounts for graduate students.
• Encourage mentorship development.

3. Changes to the Faculty Records Policy

Council members approved the changes to the Faculty Records Policy. The purpose of the policy is to provide information on ensuring that those individuals teaching courses have the proper credentials and maintaining faculty records needed for SACS. The changes reflect current practice and have been reviewed by department chairs, associate deans, the Deans Council, and Provost’s Council. The title has been changed to Faculty Credentialing Records Policy upon the recommendation of the Deans. The changes will be shared with the Faculty Senate for informational purposes.

4. Changes to Visiting Scholar Policy

Council members discussed proposed changes to the Visiting Scholar/Volunteer Policy. The changes are needed because there have been instances when visiting scholars have arrived at the University but there has been no vetting. Council members made the following suggestions and comments.

• Should the policy include a timeline? The VISA office indicates they would need three weeks for review and processing, but the entire process could take up to six months.
• Item 2, the last sentence says international visiting scholars and volunteers will be subject to background checks. What office is responsible for conducting and paying for the background check?
• Item 3, the first sentence says those from high risk countries must provide credentials for review. Should we specify what these credentials are?
• Item 5, the last sentence says approval by the Dean, the Provost and Vice President for Academic Affairs, and/or the Vice President for Research. The use of “and/or” is confusing and could be interpreted as meaning any one of the three individuals could approve. Should we change “and/or” to just “and”?
• The policy does not address the case of a non-US citizen already working at an institution in the US who wants to come to ODU as a visiting scholar. Should we include language to address this?
• Should we consider two separate policies – one for Visiting Scholars and Volunteers and another for international Visiting Scholars? Or we could consider three separate sections in the current policy: international visiting scholars, visiting scholars, and volunteers
The suggestions and questions from Council members will be forwarded to Earl Nance and Jay Wright for consideration. Once finalized, the proposed changes will be submitted to President Broderick for approval.

5. Digital Measures

Corey Van Vlymen gave an overview of Digital Measures. He noted that use of Digital Measures has expanded since it was implemented. The goal is for faculty to keep their CV updated using Digital Measures. However, we have not required the use of Digital Measures for faculty annual evaluations. Mr. Van Vlymen is available to meet with faculty to help with data entry and is willing to schedule times to be in each college.

Jeff Tanner stressed the importance of having Digital Measures or another system that can be used to maintain faculty CVs and faculty information sheets. This issue will be discussed at an upcoming Deans Council meeting.

6. Announcements
   A. Austin Agho announced that Candice Goodin will reach out to the Deans about refreshing college websites.