

Provost Council Minutes
October 13, 2010

Present: Sandra Westbrooks, Sylvia Gist, Pat George, Cecilia Bowie, Patricia George, Debrah Jefferson, Rachel Lindsey (and Janet Halpin), Joseph Balogun, Derrick Collins, Miriam Mobley Smith, Cheryl Green, Ce Cole Dillon, Rich Darga, Richard Milo, Jason Ferguson, Yvonne Harris, Tiffany Hope, Sandra Westbrooks, Debrah Jefferson, Robin Benny, Justin Akujieze, Fernando Diaz, Andre Bell, and Traci Stokes for Monique Horton. Guest: Wayne Watson. Introduction: Mr. Jonathon Parks – director of student activities, started October 1. From Detroit area.

Called to Order: 1:10 p.m.

1. Minutes (Benny): October 6, 2010 – Approved as corrected. “CAs” should be “CAS – College of Arts and Sciences.” Item 7: correction to Library opening – The Library will not be open on Christmas Eve or New Year’s Eve. Item #8: there was a clarification in the way the numbers were prepared. Total means total of all first time freshmen (full and part time).

Old Business

2. Technology Updates (Banner 8 and iPads): (Dillon)
 - a. There is a major problem – The University does not have sufficient electrical power to run the upgraded system. This will delay the installation of Banner 8, Banner 7 is at end of its life and will no longer be supported by SunGard. This is a serious problem and IT is working to correct the problem.
3. Block Scheduling (Green): Jefferson and Hill were copied on this message so that courses can be identified and there will be a course-student lock by college/program, which requires coordination. Green is going to hire five additional staff but we cannot wait until January when all are here and trained, so keeping with ERG, we all must work together. Collins, Gist and Balogun have identified individuals for advising freshmen. Lindsey will identify two advisors for freshmen, but is asking for at least one or two more. These individuals will be responsible for placing all freshmen students into their blocks. Academic Support will handle University College (UC), Board of Governors (BOG), Undecided majors.

Question: what insurances do we have that the students will be enrolled into the correct block?

1. College of Health Sciences (CHS) – meeting with students who agree and advisor actually enters the courses rather than the students. Allows you to know numbers, keep track. Personal Enrollment Number (PEN) changes each semester, so advisors can control how students are enrolled and the numbers per course.
2. ACAD SUPPORT – in fall there was no consistency with how students registered. Recommend that the advisors keep a copy of what was agreed for each advisee.
3. CAS – asked for at least one more advisor because of the numbers. CAS has been the most problematic and to manage accountability because of the variety of majors and the identified advisees coming from other colleges seeking advice.

4. Green will reach out to all the FFF and the designated advisor will provide each student with an appointment.

4. Senior Status Update – The Sacred 2005 Cohort (Westbrooks): There are about 55 students left from the 2005 freshmen cohort who are enrolled, but who have not yet graduated. If they graduate in May, the graduation rate will increase to about 25%. There were about 19 names on a list from Lowe to the deans, who are to watch each student's progress.

NEW BUSINESS

5. Early Alert System (EAS) – Status Report (Westbrooks): The dates are in the course bulletin and website.
6. Enrollment, Retention and Graduation (ERG) Goals Revisited (Westbrooks). Went up by three percentage points to 61% and need to continue working. Data show stop out students return although not necessarily the following term so all must continue with our efforts.

Student Purchasing or Renting Books is a part of ERG: Green has discussed this with Brenda Hooker for making arrangements so that book allowances are put into the financial aide package for students, then when the award package arrives, there will be funds available. Most students have problems finding funds for books, so they do not buy them when the term starts. Other schools do this. Bell will look into the best way to do this while meeting federal guidelines. Dillon said consideration needs to be addressed that each class must have book orders in and without changes – a modification in how we order texts, place texts, package financial aid, bundling books. Last spring 400 to 500 students took advantage of the packaging books, which resulted in positive feedback.

Each dean (CAS, CHS, BUS, EDU, BOG, UC) was given a “report card” on the retention rates from 2009 to 2010 for FFF. The University did not meet its 70% retention goal, but did increase the rate from 58% to 61%. A tremendous amount of work has been expended on this effort on top of all other duties. Please review and work to develop new ideas.

7. 22nd International Conference on College Teaching and Learning – Distinguished Faculty Awards (Hope): Each dean with faculty received a packet of material regarding this recognition. This is for teaching, learning and technology for a \$5,000 award. This is supported through Florida State University. Nominations are due December 1. We need to consider making sure we have a nominee. Initial names included Mel Sabella, Mario Beatty, the iPad program. Prior to submitting, we should review the materials.
8. Proposed Name Change for BOG (Bowie/Westbrooks): The last discussion covered change of degree and/or program. The process does not need to go through IBHE. There needs to be student input. Dr. Bowie will do a survey because it is important to students what name appears on the diploma. The provost council will receive a list of potential names for consideration. CSU is the only former sister institution that has not changed its name.
9. Graduate Thesis – Update (Akujjeze): This is a continuing item and the updates should be shared at the President's Executive Council (PEC) meetings. At the last Graduate Council there were questions raised concerning the definition of a thesis, the difference between it and a research paper, and why graduate students should write a thesis. The Graduate Council also asked for something in writing from the provost and the president to define the term. The Provost's Council indicated disappointment in the nature of the Grad Council's discussion. The Graduate

Council raised questions about the library, support, bench research versus descriptive/literature review, research paper versus thesis. It was stated that the English department wants an option and for administration to make a statement on what is expected, impact on admission and competition.

The Provost Council thought the requirement of the thesis should be discipline specific and that the results should not end in “dumbing down” of the degree and making the degree less desirable. Most of the 20 individuals in attendance at the Graduate Council meeting were supportive, but about three faculty members were very resistant. The Provost Council pointed out that each program currently has models for thesis. The dean reported that each representative on the Graduate Council is to get feedback from their units and report at the next meeting.

10. Connections Newsletter: Center for Teaching and Research Excellence (Darga): the first issue of the newsletter was distributed. The deans are to remind their faculty of application for faculty development grants. Information and applications are available at the October 20 Faculty Showcase at 3 p.m. in the Library room 301.

Because of the financial crisis in the state of Illinois, travel is curtailed. This research grant is an excellent opportunity for faculty to receive support. Please be frugal and deans make decisions in their colleges.

11. KPIs are due. The report goes in on today by 5 p.m. The earlier submissions have been reviewed and those needing revisions have been returned. This is only an electronic submission process. Each dean's direct reports (departments, programs, centers) should have been reflective of the entire unit. The provost will tell the Council which items will be accomplished this year and rolling out going forward. This is how we measure our own productivity against own goals and accomplishments.

12. Other Matters

- a. Cole Dillon and Harris: attend a meeting in Atlanta at which they were discussing consortiums and partnerships. A representative from Roll Royce explained how underprepared (exposed to tools used in industry) students from HBCUs are for entering the work force. The majority institutions use the tools currently in industry from freshmen year, so they are better prepared. One issue was faculty seriously embracing and using technology. This ensures the employability. This means CSU needs to improve its faculty, asked PBIs and HBCUs to show at special meetings and sessions – they do not attend. This is related to senior thesis and masters' thesis to provide critical thinking skills needed industry. The corporate world does not have the time to train or retrain “our” graduates.

Dr. Harris will work with Dr. Lindsey about getting the speaker to CSU.

- b. Student Townhall – today at 5 with poetry slam followed by a session on political awareness and civic engagement at 6:15 p.m.
- c. Advisor's Conference – noon to 2:30 p.m. October 25 and 26 in the Library Auditorium.
- d. Friday, October 29 – a program on transitioning back to college for veterans. Joint sponsored by the College of Arts and Science, Office of Veterans Affairs, and the Counseling Center.
- e. Cook Elevators - Capital Development Board now controls any change orders so early November is the expected completion date.

Adjourned: 3:15 p.m.

Submitted by

Dr. Debrah Jefferson
October 13, 2010