

Chicago State University
Provost's Council Minutes

October 10, 2012

Attendees: S. Westbrooks [*Presiding*], J. Balogun, D. Collins, R. Darga, S. Gist, C. Wright, D. Jefferson, B.M. John, B. Rowan [*recording*], N. Maynard, E. Gentry, M. Mobley-Smith, Phil Beverly, D. Kanis, Y. Harris, K. Schiferl.

The meeting convened at 1:06 p.m.

1. **Minutes.** – Minutes October 3, 2012 approved with correction as to date of the Thanksgiving Dinner for the Residence Hall, which is November 14, 2012, Student Union Cafeteria, 5:30 – 7:30 p.m.

OLD/RECURRING BUSINESS

No updates from Technology (Shinde) or Enrollment (Henderson).

NEW BUSINESS

2. **University Catalogs** (John): Dr. John indicated that deans should review edits made to portions of the graduate catalog. [John distributed hard copies in the meeting and received deans' reviews/further edits at the meeting.]
3. **DAC Updates** (Jefferson): all but two departments have submitted DACs. 14 approved; 12 pending. Some had issues regarding inclusion of contractual language, tenure/promotion by exceptionality, and annual evaluation of tenured faculty language. S. Westbrooks noted that hard copy and electronic copy versions of DACs approved by the President must be provided to faculty (a contractual requirement).
4. S. Westbrooks reminded all Provost Council members to submit their budget reports.
5. **Assessment and PME Reports: Status Update** (Rowan): distributed lists of the units in each college that had submitted PME draft plans. He reminded deans of his emails in re missing elements of assessment submissions for 2011-2012. A non-academic units/program outcomes workshop will be held October 24-25, 2012, 12:30 p.m. – 2:00 p.m., Library Auditorium.
8. **Draft Credit Hour Policy (Review and Discussion)** (Westbrooks): Together with Dr. Elizabeth Osika (LIMS), Dr. Westbrooks prepared a draft credit hour policy after reviewing the HLC and federal guidance and the policies of other institutions. The policy has been distributed for faculty review by the Academic Affairs Sub-Committee (AASC) of the Faculty Senate, the Graduate Council, and the University Curriculum Coordinating Committee.

Guiding ideas: compliance with this mandate of the U.S. Department of Education is non-optional; a university policy is needed; we have at present a sample of syllabi that reflect the policy. After the faculty stakeholders have reviewed the draft and given their suggestions, the policy will be promulgated, hopefully by early November. Dr. Mobley-Smith: need to include professional practice piece. Dr. Beverly: is this mandate reflected in the Federal Register (S. Westbrook verified that it was so reflected. CSU was formally notified of the requirement in September 2012; the requirement was mandated January 2012). Dr. Beverly: the AASC will meet October 16 and the Faculty Senate Executive Committee can pass provisionally thereafter. D. Kanis: correct the draft as to Thesis Supervision section to state “3 hours per credit hour” and NOT per class.

Other Matters

1. D. Kanis: attend the Edelmann talk on poverty after this meeting.
2. Y. Harris: shared email re Eakins Consulting, LLC updating the university’s cost rate proposal. Units contacted should cooperate with the process.
3. M. Mobley-Smith: Slatkin symposium is Friday-Saturday (October 13-14). Please contact her to RSVP.
4. D. Jefferson: Summer School analysis available using AdAstra (Jefferson offered to meet with interested Provost’s Council members after the meeting to review). The Summer School Committee will consider suggestions as to adding/deleting/eliminating courses and best use of time zones. Related policy is forthcoming. Related matter: most departments have yet to submit their rotation rosters and Summer class requests.
5. D. Jefferson: Calendar Committee has issued its Spring 2013 calendar: November 19-30 (Advanced Spring Registration), January 14 (regular classes begin); February 11 (Special Session begins); March 11-16 (Spring Recess), May 16 (Commencement); May 17 (end of term); Finals (May 6-11); cut sessions (December 10 for intersession and January 10 for Spring term). Students who have registered for Spring term will have a one week add/drop period. M. Mobley-Smith: Asked for verification that the Calendar-to-2017 is still in effect (D. Jefferson indicated that it is so.)
6. P. Beverly: Faculty Senate census has been completed; two disciplines lack tenured/tenure-track faculty (Anthropology and Health Information Administration); African-American Studies has just one tenured/tenure-track faculty member. College of Business has no representative on the Senate. The College of Education and College of Arts and Sciences still need to name several representatives.

The Senate is going to consider the credit hour policy draft as well as participate in updating the Athletics attendance policy; it will consider the proposal to introduce a health course in the new general education curriculum.

Dr. Beverly described the DAC process as “horrid”.

A “Sense of the Senate” resolution was passed seeking dialogue (as opposed to a reporting conduit) with the Board of Trustees. An open invitation has been extended to the Board to attend Faculty Senate meetings as well as a request for the Senate to be able to send a representative to the pre-Board meetings.

Dr. Beverly asked to know what the goals are as to university capacity in terms of enrollment, course offerings, optimal FTE, and credit hour production. He suggested that there is a possible accreditation issue if the university does not offer all courses in the catalog. He noted that students have a role to play in this process. He indicated that as the university grows its enrollment and has more course offerings, it will need to expand Media Services coverage as well as Food Service.

Dr. Beverly asked if the special session is being evaluated for its cost-effectiveness.

Dr. Beverly noted that October 10 is World Mental Health Day.

7. A lengthy discussion ensued regarding mental health and CSU resources for addressing mental health. The Provost called for a recommendation from the Council that Human Resources, the Counseling and the Wellness Centers organize a forum on mental health challenges and university and community resources. The recommendation was by common consent. It includes the urging that publications around mental health be invigorated, including on flat screen and TV monitors, through WCSU, and through the university’s social media presence.

Meeting adjourned 2:38 p.m.