

Chicago State University
Provost's Council Minutes

February 27, 2013

Attendees: *S. Westbrook [Presiding], J. Balogun, P. Cronce, D. Collins, R. Darga, E. Gentry (guest), L. Reed, Y. Harris, A. Henderson, T. Hope, D. Jefferson, N. Maynard, B. Rowan [recording], K. Schiferl, D. Kanis, M. Mobley-Smith, C. Valenciano, C. Wright, P. Beverly, P. Shinde (guest).*

Meeting Topics: Minutes, Technology Updates, ERG, Department Chairperson Training, University Budgeting Process and PME, Developing Articulation Agreements, HLC Update, Other Matters.

The meeting convened at 1:09 p.m.

1. **Minutes.** – Minutes of the February 20, 2013 meeting were approved as amended. Motion: P. Beverly; second – P. Cronce.

OLD/RECURRING BUSINESS

2. **Technology Updates:** P. Shinde reported that the university is going to purchase 23” PCs, beginning with those for the Library. They are all-in-one models. The computers will be bolted to the desk for security. Shinde to investigate status of SCI 100 wireless router.

S. Westbrook requested that Council members provide additional requests/names for iPad distribution.

3. **ERG** – no report.

NEW BUSINESS

4. **Department Chairperson Training** (D. Jefferson): the training is to be an informal session. Coordinators may attend. In response to the question of prospective chair/faculty participation, Jefferson indicated that another session would be planned for a later date. The new Faculty Activity Analysis form will be discussed.

Jefferson also reported that the Ad Astra program is moving forward.

5. **University Budgeting Process and PME** (Westbrooks): the Budgeting Committee's status as to its current proceedings was requested. Jefferson reported that the

committee is in the prioritizing phase and will likely soon advance its recommendations to the president with subsequent departmental/unit communication by mid-March.

6. **Developing Articulation Agreements** (Westbrooks): a collaborative effort between Academic Affairs and Enrollment Management divisions. Need to align community college and CSU course offerings, in particular for course that serve as substitutions. This kind of partnership should be encouraged. An all-day meeting is planned for March 14 among STEM faculty program coordinators, chairs, and the Dean. Other meetings forthcoming.
5. **HLC Update** (Musial): the university has received the draft report. The HLC Steering Committee will review it to identify errors of fact and return to HLC.

OTHER MATTERS

1. D. Jefferson asked that department chairs/program directors attend upcoming CAPP sessions.
2. D. Kanis reminded the Council that prerequisite rules are needed from the Registrar.
3. M. Mobley-Smith informed the Council that High School District 205 is partnering with the Colleges of Pharmacy and Arts/Sciences for a summer enrichment program in math and science, this to further a feeder program to Pharmacy. CVS also is a partner. Mobley-Smith requested a template affiliation agreement. C. Wright to provide such template, as well as presenting to the Council for review. Mobley-Smith to verify requirement as to criminal background checks for faculty participants.
4. R. Darga reported on the previous day's Library STEM program/event. There also is interest by high schools in using Moodle through an appropriately organized affiliation/network. He also shared information about a March 20 Teaching and Learning in the Digital Age event sponsored by CTRE and upcoming piano recital and master class on March 5. Other programming is planned. Darga also distributed information to deans regarding online certification and provided an advising update (SWOT analysis in progress with subsequent meetings and development of an updated advising model for the university).
5. D. Collins notified the Council of the College of Business' planned workshops for students as to soft skills for interviewing and the professional world.
6. C. Valenciano shared the College of Education's project, a Principal Preparation Initiative. The proposal is being submitted March 1st along with related documentation. Candidates may not be accepted until the proposal is approved. The program should be in place in order for new principals to be prepared by May 2014.
7. N. Maynard: information about CSU Summer Programs will be distributed soon.
8. M. Mobley-Smith shared that Pharmacy students are making presentations at the American Pharmaceutical Association meeting and National Patient Counseling competition.
9. T. Hope distributed budget documents specifying decanal contributions to Study Abroad programming.

10. K. Schiferl thanked those who participated in the previous evening's Faculty/Staff reception. She noted that over sixty percent of student-athlete's earned a 3.0 GPA or better last semester. An early May faculty/staff baseball gathering/event is planned.
11. P. Cronce reminded the Council members that March 29 is the revised deadline for student nominations.
12. D. Jefferson noted that Miguel Hernandez, Distance Learning Committee chair, is awaiting department distance education policies. By contract, they must be on file in the Office of Distance Learning.
13. P. Beverly shared that
 - The Faculty Senate will meet Tuesday, March 5.
 - There are two upcoming board meetings.
 - Inquired as to the Academic Affairs point of contact regarding the Academic Program Elimination Review Committee (APERC). S. Westbrooks indicated B. Rowan.
 - Administrators should sign documents they disseminate.

Meeting adjourned 1:53 p.m.