

## **Provost Council Minutes**

**Present:** Akujieze, Bicknell-Hentges, L., J., Carney, P., Coleman, C., Collins, D., Collins, Darga, R., S., Green, K. Harris, S., Headen, O., Henderson, Jackson, P., A., Jor'dan, J., Kanis, Lee, J., N. Maynard, D., Roundtree, L., Rowan, T., Terry, A., and Young, L.

**Guests:** Patawaran, A. and Sukowski, M.

Meeting was called to order at 1:05 pm by Provost Angela Henderson.

### **Administration and Finance**

Ms. Arrie Patawaran reported on budget and cash reserves. FY 18 budget has been approved, with \$5.25 million being reallocated (\$1.3 million to faculty, \$300,000 to the NAL). Salaries could possibly get back up to \$4.3 million. Deferred maintenance is at \$60 million and has been using operating dollars.

Dr. Leslie Roundtree recommended that we review workforce plans again to determine what departments still has unmet needs.

FY 19 and 20 budget process has begun.

Accurals-Special meeting-books must be closed by Friday.

### **CSU Online Programs**

Mr. Michael Sukowski provided an update on CSU Online Programs. He indicated that online programs are currently for Illinois students only until notification is received from SARA. The SARA application has been submitted to IBHE and IBHE is requesting further information. There is a possibility that the university will be approved for 1 year until a status update is received from HLC.

Grad council was approved by HLC for the MA Curriculum and Instruction, Special Ed and Recreation, and Alcohol/Drug Addiction (FA 18).

A request was made to send SARA reports to Provost Council Members

### **International Programs**

Mr. Jonathan Lee will request representation from each college for the advisory committee. Mr. Lee is reviewing some possible Study Abroad opportunities to Jordan, France, Ivory Coast, Kenya, and Switzerland. He has met with faculty and staff to prepare for next year.

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### **Learning Assistance Center (LAC)**

online schedule will be testing. Cost saving opportunity. Off services can schedule appointment work to improve services.

### **Athletics**

Phyllon Jackson noted that Volleyball doing well. All teams are doing well.

### **Curriculum and Assessment**

Dr. Satasha Green discussed the changes in criteria for low enrollment/low producing program reports. The Nursing program will be reviewed for the changes in the program.

Electronic curriculum action forms have been created.

Assessment Coordinator training will be forthcoming.

IBHE will be piloting new technology for a report card for the University.

### **Graduate and Professional Studies**

Dr. Paula Carney reported that there will be a Grad school open house. The information is on the department webpage.

A Career Fair will be held on Monday, October 3-5, 2017 from 8:00 am until 10:00 am

COB Accreditation- October 1-3, 2017 11A-6P

### **Contract Administration**

Dr. Bernard Rowan invited everyone to Spirit Day on Thursday, September 28, 2017.

A committee will be formed to discuss the yearlong form.

Also, Faculty class scheduling should be based on need.

### **Sponsored Programs**

Dr. David Kanis indicated that the state passed a new procurement code which should make some purchases easier. Marilyn will take a look at the code to assist in understanding the code.

### **Library and Instruction Services**

Dr. Richard Darga discussed CARLI which is the statewide shared catalog and inter-library loan system. Professors from Vietnam will visit the campus on September 25<sup>th</sup>, 2017.

### **College of Education**

Dr. Jamilah Jor'dan stated that the COE is planning for their fund raising Gala scheduled for May 4, 2018. She also indicated that the Safety Committee will

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reconvene. The 1<sup>st</sup> meeting is tomorrow in collaboration with the counseling center.

### **College of Arts and Sciences**

Dr. Justin Akujieze noted that the CAS 1<sup>st</sup> all college meeting is Sept 26. He also stated that there are some concerns with pre-requisitions which are problematic because department chairs are overriding.

### **Honors College**

Dr. Kelly Harris stated that there will be a program on October 19, Scheinbuks Lecture and scholarship. He is encouraging students to apply for scholarships and to take control of social media for the Honors College. Dr. Harris also noted that the discussions on Knowledge Tuesdays are being successful.

### **Continuing Education**

Dean Nelly Maynard is developing an Advisory Board for Continuing Education Nontraditional students. The 1<sup>st</sup> meeting will take place the 3<sup>rd</sup> week of October. Jackie Taylor and Dr. Qween Wicks will invest time and grants into a proposed campus drama project.

There are still concerns regarding the use of the Pool. The chemicals are urgently needed.

### **College of Business**

Dean Derrick Collins discussed the trip to Macomb, IL to Western Illinois University. He was pleased to announce that IBHE has approved the MBA program for CSU. Approval is still needed from HLC and DOE.

The COB will host an accreditation site visit October 1-4, 2018.

### **Student Activities**

Dean Sheila Collins invited everyone to the CSU Mr. and Mrs. CSU Coronation on September 29, 2017 .

She also noted that she has approval to hire in Career Development center. Updates in Student Activities includes: DOSA Webpage, student handbook on webpage, updating inclusive bathrooms, and designating space for lactation. She is seeking a more private room than SUB 180.

### **Other**

New employees hired in your departments need to be announced. 2018 faculty contract is still pending and will be sent to HR when completed.

Meeting adjourned @ 3:55 pm

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