

Provost Council Meeting

Minutes

August 12, 2016

Meeting called by: Gary Stading, Interim Provost and Vice President for Academic Affairs

Members include: Nancy Jordan, Donald Peterson, Del Doughty, Bill McHenry, Liz Patterson, Teri Stover, Carl Greig, Kelly Coke, Tom Jordan, Jana Boatright, Shelley Caraway, and Barbara Sears, and Kathy Williams

Members Absent: Shelley Caraway and Tom Jordan

Guest: Recorder: Norma McCormick

I. PAC Update

Dr. Gary Stading

Dr. Stading reported that BLV is almost at capacity. He presented an update on the new Wi-Fi and IT is adding more access point's campus wide. The university has purchased the Simplicity software.

II. Records Retention

Teri Stover

Teri handed out the records retention state guidelines and stressed to everyone the importance of inventorying their department documents. The Records Coordinator must have the required training.

III. Core Curriculum

Jana Boatright

Jana distributed the core curriculum calendar, the new core curriculum form, and when the portal to the CB would be open. She stated that it takes about 2 months from submission date before we receive Coordinating Board approval for core curriculum item changes. The Curriculum Committee will be creating a checklist for submission of core curriculum courses.

IV. New Degree Proposals

Dr. Gary Stading

We have two new degree proposals Paper Engineering and the Masters in Accounting in process right now and due to the President's office next week to be submitted to the Board of Regents for November submission.

V. Next Week's Emergency Drill

Dr. Gary Stading

Campus will evacuate to the First Baptist Church on Moores Lane. Must check in and everyone will be notified when it is safe to return to campus. All supervisors will report who is missing.

VI. Campus Carry Policy

Dr. Gary Stading

Dr. Stading distributed system policy regarding campus carry policy. He stated that signage is posted campus wide as to the prohibited areas.

VII. Updates

All

Dr. Reavis reported that COB is setting fall schedules and hiring adjuncts.

Kelly Coke reported that enrollment numbers at NTCC and PJC are looking good.

Barbara Sears stated that the Testing Center is now under the Academic Affairs department.

Carl Greig reported that he has 2 positions open. The moves in dates are set for freshman and Hatch Camp.

Kathy Williams reported that the university has the full version of the Simplicity software with unlimited licenses. She is currently in search of a Director of Career Services and Career Services Specialist. Enrollment Services just purchased an analytics software called Rapid in Site. FTIC is at 206 the goal is 210.

Jana Boatright reported first day of class is August 22, 2016.

Teri Stover reported that the Library now has 2 mobile promethean boards with an active board in the computer lab. Dr. Martindale is a certified trainer.

Dr. Doughty reminded everyone about the Teachers Law School Conference and the Mark Taylor workshop.

Dr. McHenry reported that Graduate Studies will be utilizing Orgsync for students applying for grad school. They are working on a possible grant for a new science lab on Bringle Lake.

Liz Patterson reminded everyone about the construction to the Success Center. They are working on advising students and lots of fun events scheduled for FYE.

Dr. Nancy Jordan distributed a list of new faculty for 2016-17 academic year and gave away a lanyard to everyone that holds a swipe card as well as keys. The adjunct orientation is set for August 15, 2016. The Scantron equipment is currently being installed and we have a site license

and a dedicated server. The faculty rosters are due September 15, 2016. Jennifer Felps is the new Director of International Studies.

Dr. Peterson reported the he has doubled his faculty and nearly doubled the degree programs in CSTEM, but still has 3 faculty positions to fill. CSTEM is in the final steps to be ABET accredited. ABET team will be on campus October 16-18, 2016.

Dr. Nakashian reported that the Faculty Senate is trying to nail down personnel file issues and issues regarding Dean evaluations. University has two authors coming to campus in the fall.