

Provost Council Meeting

Minutes

March 24, 2017

Meeting called by: David Yells, Provost and Vice President for Academic Affairs

Members include: Nancy Jordan, Del Doughty, Gary Stading, David Reavis, Liz Patterson, Teri Stover, Carl Greig, Kelly Coke, Tom Jordan, Jana Boatright, Shelley Caraway, Barbara Sears, Kathy Williams, and Craig Nakashian

Members Absent: Tom Jordan, Gary Stading, Kelly Coke, Jana Boatright

Guest: Michael Stephenson
Recorder: Norma McCormick

I. Big Event

Michael Stephenson

Michael talked about the Big Event scheduled for April 8. He explained some of the things that participants will be doing during the event, how rides will be coordinated, when check in time starts, when the breakfast and welcome messages from Texarkana, TX and Arkansas mayors as well as Dr. Cutrer will begin, and some of the places that activities will occur. After breakfast and the welcome messages, participants will be disbursed out to various locations to begin work, which will take place through 1pm. After the event, a survey will be sent out to all participants for feedback in coordinating the event for next year. Some local vendors will be on-site passing out freebies and company information.

II. PAC Update

Dr. David Yells

Dr. Yells briefly touched on the on-going budget issues. We still do not know for sure what budget cuts we may have to deal with. Dr. Yells informed everyone with the hiring freeze what type of workers we can hire. With non-appropriated funds, you may hire student workers or graduate assistants as well as faculty and adjunct positions. No new positions will be allowed to be filled.

III. Fall Freshman Convocation

Dr. David Yells

Convocation is held the Sunday before the graduation ceremony. Only faculty and freshman are invited, but some parents do attend. Dr. Nakashian heads up the planning committee. The theme is tied together with FYE and Place events.

IV. Internship Processes Dr. David Yells

Dr. Yells asked the group for any feedback regarding internships. Tina Boitnott heads up internships with the colleges and the university does have a process to follow to apply for those opportunities.

V. Articulation Agreement Process Dr. David Yells

Dr. Yells presented the group with a draft version of a step-by-step process to follow when implementing new articulation agreements. He asked Provost Council to review the draft and provide feedback to him by March 31st.

VI. Assessment & Course Evaluation Dr. Nancy Jordan

Dr. Jordan presented the council with a mock course evaluation and then presented the findings.

VII. Department Updates All

Dr. Nancy Jordan reported Dr. Sing Kai Lo was able to get funding for the thirteen Hong Kong students. The education graduate students will be on campus May 24-27, 2017. They will have an all day workshop on Thursday, various campus activities with a reception to welcome them. The Graduate Studies office just submitted the Upward Bound grant. Her office is currently working on a Title V Grant to increase the number of Hispanic teacher population in the workforce, so the university is collaborating with NTCC. Graduate Studies is also working on a Title III Grant. Dr. Jordan also submitted paper for the Proyecta agreement with the Mexican government to send students to campus for the IEP program for fall 2017. The university received phase II of the ongoing project at Bringle Lake. Dr. Nancy Jordan is working with Kathy to increase graduate student numbers. They are using software called Emma to help with this process. Rellis program will teach Biology and they are considering the BAAS program too.

Kathy asked on behalf of Jana Boatright to please get all your catalog items submitted.

Kathy reported that the university is up 869 applicants from this time last year. Ninety-seven students have signed up for SOAR.

Dr. Reavis reported that Dr. Kincaid has resigned effective at the end of the spring semester and that the EE Lab Coordinator has resigned effective April 1st. He is currently working on performance evaluations.

Teri reported that National Library Week is coming up. She has all kinds of events planned.

Liz reported that a campaign called See Your Advisor is underway. Success Center is reaching out to students after mid-terms. They have the FYE narrowed down to six books.

Carl reminded everyone again about the Big Event, Tailgating party, and the Student Awards Banquet all coming up in April.

Shelley is working with TEEKS to bring an OSHA certification course to the university. Extended Education has a free event open to everyone called Living Your Legends with Dr. Eric Best.

Dr. Doughty is working on faculty performance evaluations.

Dr. Nakashian reported that Faculty Senate is looking into creating a Faculty Handbook. The Honors program will host three colloquiums on April 4th, 11th with Dr. Hogan, and 18th with Brandon Quaid. On April 27th, the honors program will announce the Faculty Teaching Awards.

Dr. Yells reported that the university is looking at restructuring the colleges. He will have town hall meetings to gather feedback and should have a decision by end of spring as to what the university will do.