

Provost Council Meeting

Minutes

May 19, 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, Jana Boatright, Shelley Caraway, Barbara Sears, Kathy Williams, and Craig Nakashian

Members Absent: Nancy Jordan and Gary Stading

Guest: Dr. Joan Brumm **Recorder:** Norma McCormick

I. PAC Update

Dr. Yells

Dr. Yells discussed the ongoing budget cuts. The university is still looking at a 10% cut in state appropriated funds. He mentioned the divisional budgets are due to Finance by May 26th. The president's office will schedule a commencement debriefing soon for all PAC members. The council reported several issues they saw with the ceremony that need to be addressed. The Masters candidates had to stand on a narrow step and turn around to be hooded which is a safety issue. The names of the master candidates were read before the candidate entered the stage, so when the student was hooded the candidate's name had already been read. The drum set centered on the stage obstructed the faculty's view. These issues will be brought to the commencement-debriefing meeting.

II. Curriculum Process

Dr. Yells

Dr. Yells presented a handout with issues related to curriculum changes and presented Phase II of the online curriculum process to alleviate some of these issues.

III. Academic Advising

Liz Patterson

Liz reported her department is looking at updating advising due to the restructuring of the colleges. Her department will begin meeting with the deans for updating advising processes for the degree programs.

IV. Revising Policy on Incompletes, Change of Grades

Dr. Nakashian

Dr. Nakashian presented the idea of streamlining the process for giving students incompletes and/or changing grades. Dr. Nakashian presented the idea of allowing full

time faculty the ability to issue a student an incomplete without the Deans approval. Council agreed that full time faculty no longer need Dean approval to change a grade, but must issue an email to the Register copying the Dean. The process for issuing incompletes would remain the same. Adjuncts will continue to need Dean approval for incompletes and grade changes.

V. Eagle Express

Kathy Williams

Kathy presented the group with pictures of the truck and trailer that are no longer utilized. It costs \$3,600 dollars annually for storage and internet service. She asked if another department would like the responsibility of maintaining the truck and trailer as she is trying to cut operating costs from her department. Several ideas were presented but council decided it would be best to take this discussion to PAC.

VI. Department Updates

All

Dr. Nakashian said that Faculty Senate will need four Senators for the College of Business, Electrically Engineering, and Technology and the College of Arts, Sciences, and Education would need eight senators because of the college restructuring. They have one seat to fill for CASE. He is the new Faculty Senate President, Dr. Richard Parsons is Vice President, and Dr. Luz Mary Rincon is Secretary. Faculty Senate Committee Chairs are Executive Committee-Dr. Nakashian, Curriculum Committee-Dr. Nakashian, Education Technology-Dr. Rincon, Academic Standards-Dr. Casey, Academic Rules and Procedures-Dr. Harbin, FRED-Dr. Tom Jordan, Faculty Status-Dr. Lawrence, and Budget Committee-Dr. Nakashian.

Teri reported that the red carpet event went well. The Comcon event will include other departments for next year.

Liz reported that The Demon Haunted World by Carl Sagan was chosen as the common reader for next academic year. PLACE committee is looking at various speakers to bring in to tie in with next year's theme.

Dr. Doughty reported that he would throw out the first pitch at the Texarkana Twins game on Friday, May 26th.

Jana is working on updates to the online catalog that includes the reorganization of the colleges. Catalog will not be ready for the first SOAR.

Dr. Brumm reported they are preparing for the new MS in accounting for the fall and have hired a new faculty member. Dr. Stading is in Houston recruiting for graduate students and informing business about our programs, so students get can jobs in those businesses. She and Dr. Reavis are working on completion of the AACSB report. Celeste set up a questionnaire through Orgsync that students filled out for extra points. Dr. Brumm reported that they had a much better response rate when giving students extra points versus not.

Dr. Reavis is transitioning duties to Drs. Stading and Doughty due to the restructuring of the colleges. He reported that the nursing department would move to the old IT suite on the third floor of the STEM building.

Kelly reported that the PJC signing event is scheduled for June 29th. NTCC and COB will host an event honoring former student John Rutledge. NTCC will offer eight courses this summer. Jennifer Carrillo will begin advising the current BBA students once a month at NTCC. Mt. Pleasant and Chapel Hill High schools Senior students with the highest GPA were presented with an academic blanket that was sponsored by the college. Laura Currey is nominated for Teacher of the Year.

Barbara reported that IT is installing the cameras and mics in the testing center in June.

Carl reported that most of the students are out of the BLV. Student Life is getting ready for three SOAR events, a youth leadership camp, a soccer camp, and a youth young writer camp. June 6th system office will provide Title IX training.

Next meeting: June 16, 2017 in TEXAR room