Provost Council Minutes
June 17, 2009

Present: Sandra Westbrook, Debra King, Farhad Simyar, David Slatkin, Sylvia Gist, Cecilia Bowie (winter), Debra King, Larry McCrank, Adama Conte, Richard Milo, Anita Ward, Delores Lipscomb, Rachel Lindsey, Joseph Balogun, Justin Akujieze

Guests: Romi Lowe, Taci Nesbitt

1. May 20 minutes approved

2. Enrollment Update: Reports for summer and fall provided. Summer figures are steady with slight increase of applicants. Fall acceptance up but applications down. Currently, 748 in pipeline. [Romi]
   a. [Lipscomb] UC has followed up on application referrals from Admissions. Currently 170 committed to attend. Must attend the information session to be admitted to UC, one is on Thursday, with about 72 signed up. Anticipate reaching the 400 mark. There will be 3 hired for her program and the two in CAS and CHS are in process. Summer workshops will have 167, once the workshop starts, no more will be admitted. Anticipate not all will show, which is unusual.
   c. Summer enrollment is down from last year. About 363 and FTE is also down although fewer classes were canceled. For fall 2009, 133 new students (UG and G - 56) for total 2322 registered fall with FTE 1664 as of June 4.
   d. [Westbrooks and Lowe] Concern with MAP implication. Because of no state budget may have 50% reduction in appropriation available for students. Unlike in the past, this cut may be real – according to Judy Irwin. Many of our students apply late, which will reduce their potential for funding. All university presidents will write a joint letter regarding this issue. We will wait before sending information to CSU students. More information will be available after a meeting at UIC next Friday.

3. Facilities Update: Planting trees, benches, lights up at JDC; sign changed to Douglas Hall (will check to see if can re-use letters from the vendors). Physical Plant working on getting dorm ready by August 1. Contact them if need painting for new faculty.
   a. Nesbitt: final touches to new directories for each building. Starting with Education Building. Duplicating is working on it, but each dean will get a copy for final proof. Please return by end of business the next day. All are to be up by July 1. Vacant positions removed. If changes are needed, cost is $50. New kiosks will be installed with campus map and directories. Added lettering at the back of buildings with on the east and west doors for Science as well as Jacoby Dickens. These were added June 16, 2009. Currently 15 kiosks and will install others after the fiscal year. Some will be removed.
   b. Compliments extended to King and her staff for plantings and physical improvements. The unit is now asking deans what they need.
   c. Douglas has a sewer problem, which will result in tree removal next week. On the east side of campus will have removal, but will be replaced.

4. Black Male Center [A Ward]
   a. Summer Camp – if you referred any students and they were approved, please contact A Ward so they can be placed here. CCC was placing the students and they start Monday. A 3-week camp will be run by Rohan Attele for 20 students, will see if can continue it – second life, twitter, csu express and camps... Change in minutes taker...
Westside Campus: Discussion about the physical facility—about 45,000,000 cost. Board stipulated a new campus, depends on funding, not clear what will happen there. State Reps are chiming in because they want the facility in their districts. Larry has information about a good site. Larry wants us to move to West suburbs rather that west side. Anita points out that the western suburbs have not been as eager for the facility as Westside neighborhoods are. The issue of the faculty blog and questions came up. Dr Ward insists that they already know all about it and have information about their questions. It was suggested that the document with information be posted on the web.

5. Majors Challenges for Academic Affairs: Accreditation is number one issue by Provost. New president needs to help drive the NCA process. We are now behind because this year no progress was made. In August we will have a response on the Progress Report and potential site visit because of our enrollment. It has dropped over the last several years coupled with retention, changes in administration, oversight and financial.

Many other universities have staff and we have committees or student workers. Benny's list: We have duplication of program, creep into other areas by program, programs with poor enrollment, coordination with other units, institutional research too many areas without ability to provide analysis of data, web office. Other issues included bureaucracy of financial affairs and continual changing policies. Website design and content. Failure of administrative operations to make use of academic expertise on campus. Enrollment management - registrar, admissions, need to be in Academic Affairs. Events management where we sponsor and end up subsidizing.

6. Academic Calendar: [Benny] went back to 1990 with an average of 16 weeks - 15 instruction and 1 week of finals. The other issue with minutes has been discussed with the registrar. IBHE says a semester is defined as about 15 weeks but does not address minutes. Other state universities are 15 - 16 weeks, one has 14 instruction and 1 week of instruction. Lowe told C Hill to follow Provost's direction, which should be in writing. Benny has checked all IBHE sites and cannot find the 40-48 minutes, but she checked them 2 years ago. This might be a holdover from old Board of Governors. Balogun had a chair complaint about the catalog calendar. Need to remind chairs of on-line calendar being correct. Part of the problem may be a Banner issue. Another issue is when commencement is held in relation to submission of grades. May need a plan to accommodate seniors needing grade or missing commencement to grade papers to meet grade posting.

7. Periodic Review of Programs:

8. Other Matters
   a. TANIF had an audit will get another $10,000 but must be spent by June 30.
   b. Joe has template for IBHE template for getting centers recognized. It is for administrative and service units. Benny is the only operation that has the code.
   c. Honors College will begin its 6th year in the fall. He has 4 years of graduation and retention data - 67% in Honors and 79% at the university. Graduated 2 cohorts 44% in 4 year and 64% in 5 years. No recruiting money but need college support. They can nurture and prepare the college's students. Suggest that the deans get their best to get involved in the Honors College. These students are not getting degrees from the Honors College but from the academic colleges.
d. Business has submitted their reaccreditation report and expect it to be reaccredited. Unfortunately, they did not share draft with the provost or the president prior to sending it to ACBSP. Others were reminded that anything of this significance must go to both the provost and president first. They were not informed. Provost suggested this be included in the chair’s workshop.

e. Chair’s Workshop for July 29 has been delayed until after Dr. Watson is on board. A new date will be announced.

Submitted

Deborah Jefferson
June 18, 2009