Chicago State University  
Provost Council Meeting  
Wednesday, October 23, 2013 1:00 p.m.  ADM 301


Meeting Called to Order by Provost Henderson at 1:05 p.m.

- **Electrical Switchgear**
  - D. Johnson gave an overview of the preparation of repairing the electrical switchgear. He shared a matrix indicating how each campus building will be affected by the repair.
  - There was discussion on locating available space for relocation of classrooms. A recommendation was made to use Ad Astra to assist in locating additional classroom space.
  - The architect for the project will be added to the agenda for the next Provost Council meeting.

- **Digital Measures**
  - E. Osika gave an overview of Digital Measures. Digital Measures is an electronic faculty portfolio system and can be used to build faculty portfolios. E. Oskia is requesting faculty participation. Digital Measures was included as part of the presentation for new faculty orientation. Some faculty members are currently piloting the portfolio process.

- **IBHE Faculty Meeting**
  - Provost Henderson gave an overview of the IBHE Faculty Meeting that was held at CSU on Friday, October 18, 2013. Individuals from public, private, community and independent colleges and universities attended the event.

- **Steve Harvey Mentoring Program**
  - Y. Warren shared information relating to the Steve Harvey Mentoring Program that will be hosted by CSU November 15-17, 2013. It was also noted that CSU would be allowed the opportunity to showcase academic programs, student activities, and speaking opportunities.

- **Commencement**
  - Y. Warren gave an update on Commencement activities. She also requested that Commencement Countdown dates (November 21,
22 & 24, 2013) be communicated to students via advisors and email blasts.

- The Commencement Committee is looking for department chairs to co-chair the Commencement Reception. The co-chairs will be responsible for developing the program for the Graduate Reception.
- Approximately 60-80 volunteers are needed for Commencement activities.

- **Hustle Up the Hancock**
  - CSU students are in need of funding to participate as a representative of CSU in Hustle up the Handcock. The committee was asked to assist in sponsoring CSU students.

- **Curriculum Planning Sheets**
  - B. Rowan and K. Schiferl shared Curriculum Planning (CP) sheets that are currently being used in CAS and COB. The CP sheets can be used by students to assist in curriculum plans. Currently, Psychology and Accounting are piloting the sheets and College Deans were informed that any university program can also pilot the CP sheets.

- **Town Hall Meeting**
  - The Provost Council was informed of the Faculty Town Hall Meeting scheduled for Thursday, October 24, 2013 in Breakey Theater.

- **Westside Update**
  - Faculty members R. Bionaz and C. Snelling will be added to the Westside Campus Committee.

- **Information Technology**
  - P. Shinde informed the committee that CSU will be piloting a mobile phone application and he needs volunteers to try it beginning the first week of January.
  - Microsoft Exchange is currently being piloted throughout the university and will roll out next Spring in phases.

- **SB 1900**
  - R. Darga reported that SB 1900 is an unfunded mandate which will require a Board resolution. He will be attending a retreat and will bring back additional information as it relates to SB 1900.

- **Faculty Senate Committee Update**
  - P. Beverly stated that the Faculty Senate met on October 22, 2013 and questions were raised about the Dean of Students and
Judicial Affairs. The Provost indicated that Fernando Diaz is filling in as Dean of Students and Janelle Carter is filling in as Interim Director of Judicial Affairs. S. Van Slyke is out on medical leave. There is also concern regarding the course evaluation process. The Distance Education committee will be invited to the next Faculty Senate meeting.

- There have also been complaints of the return of faculty portfolios for Tenured and Unit B faculty.

- **Round Robbin**
  - A recommendation was made to videotape various events and post to You Tube.
  - Trick or Treat next Wednesday, October 30, 2013 from 5:00-8:00 p.m.
  - Domestic Violence at 10:00 a.m.
  - Assessment Conference October 28-29, 2013
  - Matters to discuss with Operations:
    - Panic Buttons
    - Study Abroad
    - Digital Measures
    - CTRE

Meeting Adjourned at 4:35 p.m.

**Next Meeting:** Wednesday, October 30, 2013 at 1:00 p.m. in ADM 301.