

Provost's Council
December 16, 2015
3:00 p.m. – 5:00 p.m.
Assembly Room, JPL 4.04.22

AGENDA

SACSCOC UPDATE

Dr. Welch stated that program coordinators must be properly credentialed, name, degree, research interest. She is learning that a lot of program coordinators are staff members who are not properly credential to oversee the program. Ideally, these coordinators should be faculty members.

She also stated that our review team will consist of 6 people. They will send a small team to visit off-site programs, which will probably include the program in Social Work located in Corpus Christi, Southwest Research Institute, and off-site programs in the Dept. of Educational and Leadership Studies. If 25% of the program is offered off-site, they may want to visit it.

SUMMER ENROLLMENT

Dr. Frederick stated that he added last week's Dept. Chair's Council meeting to ensure that the information that is being discussed and decided at the Summer Tiger Team Committee meeting is reaching the chairs and to answer any questions they may have. He stated that the primary goal was to increase enrollment in an economically responsible way, but to also provide courses our students need to stay on track and graduate. He stated that the chairs wanted to know who covers the costs if the department does not show a profit. Dr. Frederick stated that the colleges will be responsible for covering those costs. He's hoping that we do not see too many departments "in the red."

Dr. Frederick stated that his office has purchased poster frames that will be installed in elevators across the Main and Downtown Campuses and will contain posters about enrolling for summer school. He further stated that the frames will promote other topics once we've completing marketing summer school.

Dr. Frederick stated that the Registrar, Joe DeCristoforo conducted a student survey and has disseminated that information to the chairs. The survey polled students on the types of courses they would be interested in taking during the summer terms. Dr. Frederick further stated that a preliminary summer schedule will be available Jan. 4, 2016.

He stated that the terms that will be offered are:

- 2 – 5 week terms (Dr. Frederick asked the chairs and deans to review the rigor of the courses being offered during these terms and to not offer intense courses—save those for the 8 or 10 week term)
- 1 – 10 week term
- Special 4 week terms for teachers (Dr. Frederick stated that no undergraduate courses will be offered during this term as he believes it's too difficult for students to be successful in this shortened format).
- 1 – 8 week term. Initially, this term was going to be reserved for incoming freshman, but due to popular demand, the term will be open to offer other courses as well. However, incoming freshman will only be able to enroll for certain classes.

OTHER ITEMS

Final Exams—Dr. Frederick stated that his office received complaints about irregularities during the final exam periods. He asked the Deans to send a memo to their faculty reminding the faculty of their responsibilities during final exams. He cited one example of a faculty member not showing up for their exam. Another exam he cited was a faculty member who moved their final exam to another time period.

Instructor-initiated drop policy—Dr. Frederick stated that the draft policy has gone to the HOP committee as it was determined that this would be a substantive change to the HOP.

ANNOUNCEMENTS:

Academy of Distinguished Researcher's nominations due today

Next Provost's Council Meeting:

**Wed., Jan. 27th; 3:00 – 5:00
Assembly Room, JPL 4.04.22**