

Provost's Council Minutes
Held: April 19, 2012

Attendance: E. Daffron, B. Barnett, D. Echols Tobe, E. Saiff, L. Siecke, C. Romano, L. Weems, G. Tabback, H. Nejad, S. Perry, E. Shannon, P. Rice, J. Morley, S. Rosenberg, D. Reed, M. Cammarata, H. Nejad, J. Jeney, L. Chakrin.

E. Daffron called the meeting to order.

Minutes from the March 22, provosts' council meeting were reviewed and approved.

Policy 300-V – Certificate Programs – approved unanimously.

Policy 300-W – Co-operative Education Program – under procedure – letter c. – add the words cumulative and major after minimum. This recommendation will go to B. Ricca and C. Brennan for their review and input.

The policy was approved unanimously

Policy 300-X – Final Exams approved unanimously.

Policy Y – Entering Classes in Session – J. Jeney was in favor of deleting the policy/procedure since it appears in the Student Handbook. M. Cammarata felt that if a policy was relevant specifically to students it should appear in the Student Handbook – even if it is redundant. J. Jeney agreed with M. Cammarata on the placement of this particular policy.

J. Morley said that faculty do appreciate having a policy for backup.

Discussion of who this policy actually applies to—it was clarified that the policy applies to those from outside the classroom.

S. Perry made a motion to table the policy for a future meeting.

1 member was opposed.

2 members abstained from voting.

The remainder of the council approved the motion to bring the policy back to the next Provosts' Council meeting on May 17.

Policy 300-Z – Minimum and Maximum Course Enrollment –

Discussion on items D, E and G on the procedures; letter E. procedures – a new bullet will be added for “writing-intensive course section at 25 students.”

Letter G – add minimum before capacity of course sections and change senior seminars to 400-level seminars. Policy will be reviewed by the Graduate Council and will be brought back to the next Provosts’ Council meeting in May.

E. Daffron revised “Academic Integrity” reporting violations to read as follows: “Faculty members who wish to report an alleged violation of academic integrity should do so within 30 days of the discovery of the alleged violation, but must do so (wording that was suggested) no later than the last day to submit grades for the term in which the alleged violation occurred. Faculty members may report incidents after that date, but only if they have new evidence.” “that was previously unavailable” was deleted.

E. Daffron will ask the registrar to update these changes in the catalog.

Procedure 607 – Guidelines for Centers and Institutes –

Under Item 1 – “Submission of a fully developed proposal...Forward proposal to ARC via Faculty Assembly for review and comment. J. Morley voiced concern that because of the confusing wording someone could look to bypass Faculty Assembly completely – he asked about adding a clauseARC and Faculty Assembly. There was more discussion about this clause.

Beth suggested that if faculty assembly has more feedback on the procedure they send their suggestions to D. Echols Tobe who chairs the policy review committee.

M. Cammarata reported on alcohol.edu and the data that was collected from this course.

During the Summer – if there is a scheduling conflict - Deans’ Council can still meet from 8:30 am to 11:00 am.