

OUS Provosts' Council Meeting

October 7, 2004

Minutes

The OUS Provosts' Council met on October 7, 2004 from 10:00 a.m. to 12:25 p.m. in the Calapooia Room of the Werner University Center at Western Oregon University.

Attendees: Lorraine Davis, Chair, UO; John Miller, EOU; John Moseley, UO; Earl Potter, SOU; Sabah Randhawa, OSU; Jem Spectar, WOU; Dave Woodall, OIT; Terry Rhodes, PSU (for Michael Reardon); Sam Connell, OHSU (for Lesley Hallick); Dan Edge, IFS; George Pernsteiner, Susan Weeks, and Helen Stampe, OUS.

1. Announcements

- George Pernsteiner gave updates on the Secretary of State audit, Board's Working Groups, State budget projections, and OUS system expectations regarding legislative process for this session.
- Lorraine Davis indicated that we need to move forward with the GARP search as soon as possible and will get an appointment with the Chancellor to discuss the title and search process.

2. Performance Measurement

- Susan Weeks distributed two draft reports that will be submitted to DAS: *performance measure data summary* and *performance measure target-setting methodology and rationale*. The data summary report is an update of what was received earlier. This report was due on September 30 but DAS has extended the deadline to mid-October. Discussion was held on the assumptions underlying target setting, both for the DAS measures, which are reported only at the System level, and for the targets the provosts have completed for the November report on institution performance targets. Some of the institutional targets will need to roll up to the System total reported in the DAS report. Susan indicated that we need to set targets that assume full funding of what has been submitted in our agency request, including the policy packages, and if those are not funded, we will have to submit a revised set of targets based on the funding available. Question was asked whether the targets should assume full funding of the RAM model. They will assume funding of the Essential Budget Level (EBL), enrollment growth, faculty compensation, and all of the other policy packages. Some performance measures of concern were persistence, research and development funding, and endowment gifts. It was noted that on the DAS report, the category for philanthropy will be re-worded to reflect "Net Foundation Assets." It was also stated that while each foundation's policies differ slightly, roughly 4% of these net assets from endowments are available each year.
- Susan discussed the report on performance measurement to be presented to the Board the following day. She handed out several documents, one of which was a matrix that aligns the 13 OUS indicators, including the student/faculty ratio; the DAS set of 25; the varied indicators coming from policy packages; and the *Measuring Up 2004* measures used. This allows the Board to see an array of performance measures tied to

each of the three Board's working groups. Further discussion was held on the *2004 Performance Report* card that was passed around.

- Susan requested from the provosts a one- to one-and-a-half page narrative needed for the November presidents' report to the Board on other institutional goals or additional reflections on the established targeted indicators. Susan will e-mail the reports from November 2003 to provosts as examples. Because of the Board docket deadline, Susan would like this by October 15. Lastly, there will be a brief docket summary that will go in front of the individual reports from each campus. Susan will ask provosts to review a draft to make sure it reflects critical messages.

NOTE: Subsequent to the Provosts' Council meeting, the scheduling for the institutional performance targets and other goals report was postponed to the January Board meeting. The purpose of the delay is to give presidents the opportunity to reflect Board Retreat discussions in their reports. The Board Retreat is planned for sometime in November or December.

3. Excellence in Delivery and Productivity Working Group

The EDP Work Plan, dated October 5, 2004, was handed out for review. Lorraine indicated that the topics had a point person from the Provosts' Council as well as a point person from community college or others that have been involved in the process. It was determined that each of the provosts with an assigned role on topics should contact their community college counterpart to update, inform, get information, and facilitate next steps in keeping with the work plan. Another mechanism for communication with the community college folks is to attend the subset meetings and campus meetings about the general education transfer module. It was noted that these policy package topics are really going to happen in the next month, even though the implementation of some are going to extend into a longer period of time. It is important that the provosts that have the topics should work with their community college co-leader and/or Connie Green and get a meeting set up to discuss issues in order to prepare a one-page document to present at the follow-up meeting with Gretchen Schuette and others on October 28.

Discussion was held regarding future meetings:

- ***October 15 – Excellence in Delivery and Productivity Working Group*** at Chemeketa Community College. Attendance: provosts and/or representatives. Updates on the work plan will be presented and discussed, in addition to next steps.
- ***October 21 – CIA and Provosts' Council Joint Planning Group with Connie Green and Dave McDonald*** at Chemeketa Community College. Updates on specifics and identify issues. Reassign or co-assign some of the co-leaders from community colleges to have broader representation. Discussion of work plan and input necessary from the Joint Provosts' Council and CIA meeting on November 4.
- ***October 28 – Follow-up meeting of Provosts' Council with Gretchen Schuette, George Pernsteiner, Connie Green, and Dave McDonald*** at Chemeketa Community College. Each provosts (in consultation with community college co-leader) should bring a one-page description of status of work and direction on the assigned topics. Preparation for Board meeting reports, etc.

- **November 4 – Joint Provosts’ Council and CIA with Connie Green and Dave McDonald** at Portland Community College-Rock Creek Campus. Update and input on each topic of the work plan. The Provosts’ Council will meet right after for their regular meeting.
- **November 5 – State Board of Higher Education** at CAPITAL Center in Beaverton. Report on program approval process; prepare a one-page description.
- **November 10 – Excellence in Delivery and Productivity Working Group** at Chemeketa Community College. Attendance: provosts and/or representatives.
- **November 18 or 19 – IFS, JBAC, CIA, and Provosts’ Council Summit** on General Education Transfer Module meetings and recommendation. Location to be determined.
- **December 10 – Articulation and Transfer Conference** at Lane Community College. Attendance: provosts and/or representatives.

4. Academic Calendar

Lorraine indicated that a decision needs to be made on whether the campuses should start fall term in 2009-2010 on another day other than what was originally scheduled: September 28, Yom Kippur. Upon discussion, it was decided that each campus should review the date with their class schedule and adjust the start date according to whatever works best for the campus. The Provosts’ Council will inform the Chancellor and presidents of any changes.

5. Next Meeting

The next meeting of the Provosts’ Council will be held on November 4, 2004 at Portland Community College–Rock Creek Campus in conjunction with the joint meeting of the Council of Instructional Administrators (CIA) beginning at 8:00 a.m.; the regular meeting will start at 10:30 a.m.

Submitted by Helen Stampe