1. **Announcements**

Linda Brady introduced American Council on Education (ACE) Fellows who would be participating in the meeting: Robin Holmes and Tom Siller. Robin is the vice president for student affairs at the University of Oregon and Tom Siller is associate dean for students and academic affairs in the College of Engineering at Colorado State University. It was announced that Susan Weeks will be the OUS representative for the Provosts’ Council starting with the March meeting. She will be attending both the regular and provosts’ only meetings.

2. **Task Group on Learning Outcomes and Assessment**

Susan Weeks handed out a list of proposed campus representatives for the Interinstitutional Task Group on Learning Outcomes and Assessment, which included IFS and OUS representatives. She indicated that this will be an advisory task group to the Council that focuses on developing an approach for defining learning outcomes; determining assessment methodologies; identifying strategies for faculty involvement, collaboration, and information sharing; and linking this work with accreditation. The initial work of the group will be to provide a draft framework and action plan, scheduled for presentation to the Provosts’ Council at its April meeting; in turn, they will be presenting the annual performance report to the Board in May and will include in that presentation the framework and plan developed by the Task Group. Elisabeth Zinser, OUS, will be the coordinator for this group. Discussion followed. Update: Susan Weeks e-mailed a revised Task Group membership list and charge on February 14.
3. Campus’ Annual Reports
Ruth Keele passed out two handouts for review: 2008 Campus Performance Reporting Guidelines and Performance-Based Funding: Retention, Completion, and Time to Degree Guidelines (updated January 2008). Discussion was held on the process and timeline as follows: by March 11 – completed campus performance reports returned to the Chancellor’s Office; by April 15 – Chancellor’s Office reviews campus templates, consults with campuses as needed, formats for presentation, and distributes to campuses; by April 18 – Chancellor’s Office submits full performance report, including campus reports, for the May Board docket; and on May 2 – OUS System and Campus Performance Report presented to the State Board of Higher Education, with presidents’ presentations on campus performance. Ruth indicated that they will be contacting each campus to discuss any issues or questions related to this year’s performance report.

4. Voluntary System of Accountability
Susan Weeks led a discussion on what individual campuses are doing – or plan on doing – regarding the Voluntary System of Accountability (VSA). The campuses are interested in it, but not sure where to start as they need to look at the broader Outcomes/Assessment conversation where there is a framework that would allow flexibility for institutions. A question was raised if there should be a policy package for the Legislature to review in 2009. Further discussion will take place in the Provosts Only portion of the meeting.

5. Sustainability Initiatives
Susan Bragdon reported on the progress she is making on the Sustainability Initiatives issue, which includes developing a pilot summer program in partnership with external organizations and updating/expanding “asset maps” to cover education, research, and outreach on sustainability at each of the campuses. She provided several handouts for the Council to review: a) OUS and Sustainability Initiatives; b) Oregon as a Center for Sustainability Learning, Oregon Business Plan 2007; c) Electronic Voting Results–New Initiative Proposals; and d) Oregon Asset Map matrix. Susan indicated that the Asset Map matrix is a very rough draft and welcomes any suggestions or changes to it. There was also discussion on forming a planning committee to develop an action plan with representatives from the Provosts, Research, and Administrative Councils and possibly bringing a plan to the Board in June. Discussion followed.

6. New Program Proposals
SOU – M.A. in Spanish Language Teaching
Action: It was approved to move the Spanish Language Teaching program forward for external review. Interim Provost Battistella will work with Chair Randhawa to identify the external reviewers for the program. Notification to the Office of Degree Authorization will be completed after the external review process is completed.

UO – Undergraduate Major in Educational Foundations
Action: It was decided to hold the Educational Foundations program so Provost Brady can review questions raised from other campuses with her staff. It was noted that the undergraduate major for the program is a Bachelor of Science degree. Provost Brady will send out a revised proposal once the issues have been addressed and request that it go back on the Provosts’ Council agenda for review.
7. **New Program Location Proposal**  
   **UO – Educational Leadership Metro Doctoral**  
   **Action:** There were additional questions related to the proposal and further review needs to be done. Provost Brady indicated that she will take the proposal back to her staff and have the questions addressed. Once this has been done, she will send out a revised proposal and request that it go back on the Provosts’ Council agenda for review.

8. **Next Meeting**  
   The next meeting of the Provosts' Council will be held on March 6, 2008 in Room 307, Cramer Hall at Portland State University from noon to 3:00 p.m.