OUS Provosts’ Council Meeting
December 2, 2004
Minutes

The OUS Provosts’ Council met by teleconference on December 2, 2004 from 10:00-11:30 a.m.

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

1. Announcement
Lorraine Davis announced that the 2004 Articulation & Transfer Conference is on December 10 and was wondering who would be participating. Council members indicated that they and/or someone from their campus would attend.

2. Performance Targets
   • Susan Weeks reported on the revised performance measurement framework that was shared with Representative Susan Morgan. We will start moving toward that framework unless we hear otherwise from Senators Schrader and Gordly. In preparation of the January Board report on performance targets, Ruth Keele is in the process of developing a graphic that will be a depiction of how we align our performance measurement activities between the DAS links to benchmarks, our current list of 13 OUS indicators, and the movement toward this new framework.

   • Susan indicated that she sent out the performance targets report that the institutions have completed (UO and SOU are still in process). This report will be going to the Board in January. Susan requested that the provosts review their own institution’s data, make any final changes necessary, and return it to her as soon as possible. Susan will send the draft to the provosts by December 9; deadline for comments is December 14.

   • Susan also shared a template that she developed to respond to a request from the Legislative Fiscal Office (LFO) on data related to programs and courses added and eliminated from 1999-00 through 2003-04, and the number of section offerings. A question was raised about including enrollment data along with sections, and Susan agreed that it would be helpful to include it. Another question was raised concerning the purpose of this data, and Susan said it was to look at the impact of budget cuts on our ability to mount our programs and courses. Susan said LFO was looking for numbers rather than programs and courses but it would be good to keep the names available in case we need them later.

   Update: OUS had an Excel file which contained a detailed accounting of program additions and eliminations/suspensions for each biennium since 1991. In reviewing it, Susan asked in a separate e-mail that provosts review the data for the tabs “03 Add” and “03 Elim” and make any other additions on the tabs “Campus Add” and “Campus Elim” as appropriate. Also, LFO was willing to modify their request regarding courses and sections, and has asked instead for a count of “course section
offerings” for organized courses (i.e., excluding individualized study courses), for the period from 1999-00 through 2003-04. OUS Institutional Research staff can produce that piece for all campuses from the SCARF files, and LFO was willing to extend the deadline until mid-January. The provosts do not need to do anything with this part of the request.

- Susan reported that Kirby Dyess, Chair of the Board’s Academic Excellence/Economic Development (AEED) Working Group, would like information from campuses concerning programs, initiatives, and other activities in the areas that would apply to the new “China” opportunity area. Susan would appreciate whatever information the provosts can get to her by December 9, in anticipation of its distribution at the December 13 AEED meeting.

3. Faculty Diversity Initiative Funds

Lorraine asked the Council to review the Faculty Diversity Initiative (FDI) funds, which are distributed annually to the institutions from the Chancellor’s Office to assist in campus-level efforts to further diversify the faculty and support graduate student pipeline initiatives. The same amount is being proposed as last year: regional institutions would receive $34,850 each and larger institutions $69,700 each, for a total of $348,500. Lorraine shared the FDI objectives that were approved by the Board in June 1995, and asked for suggestions on how to proceed with the process. It was decided that the institutions would use the funds to meet the Board’s three objectives and, at the end of the year, the provosts would provide a report to the Chancellor’s Office on which objective they used the money for. Lorraine will inform the Chancellor of this decision.

4. Update on Excellence in Delivery and Productivity

*Oregon Transfer Module (OTM)*

Lorraine asked the provosts to report on the status of the Oregon Transfer Module (formerly known as the General Education Transfer Module) on their campuses. It was noted that Peter Gilkey is taking the OTM as approved by the EDP Summit to the Interinstitutional Faculty Senate meeting on December 4 for review and approval.

- EOU – John Miller reported that it will go forward to the Faculty Senate for review/approval in their January meeting.
- OIT – Dave reported that it has gone to the Curriculum Planning Commission for review/approval. It still needs to go forward to the Faculty Senate for review/approval and feels the earliest will be mid-January.
- OSU – Sabah reported that it was being reviewed by a subgroup of the Faculty Senate and anticipates that it will move forward to the January Senate meeting.
- PSU – Michael reported that it is being reviewed by the Educational Policy Committee and will go forward to the Faculty Senate in early January.
- SOU – Earl reported that it is in the same process as OIT’s – probably be mid-January.
- UO – Lorraine reported that it was approved by the Undergraduate Council earlier and notice of motion went to the Faculty Senate to be voted upon in their January meeting.
- WOU – Jem reported that it came up in the Faculty Senate last week and was discussed. He anticipates it will go forward for approval at their January meeting.
**Student Retention Information**

Jem referred to two documents he sent earlier to the provosts to review in order to help in providing background information for funding proposals on new retention initiatives: (1) a grid that is a collection of the most common intentional, intrusive, proactive, and comprehensive approaches designed to enhance student retention, persistence, or success; and (2) a “glossary of terms” that describes each initiative. To date, Jem has received responses from two campuses – he would like the others as soon as possible.

**Accelerated High School Courses**

Earl reported that things are moving a little slower than anticipated. It was first put on the table that the universities ought to be offering more college credits in the high schools. He will have more to report after his meeting with the subgroup (K-12, OUS, and community college). Update: Earl met with the group and now has a better understanding of how OUS fits into the strategy for this initiative, which he will share at the January meeting.

It was noted that, with the exception of the Student Data Transfer initiative, none of the other proposals received funding in the Governor’s Budget. This may change the direction we were going. Some of the initiatives do not require additional funding; however, others do and we should carry them to the next level and better develop proposals for funding that will go forward in the next biennium.

5. **Statewide Degree Audit Proposal**

Lorraine indicated that the Chancellor would like the provosts to review the materials sent from the Oregon Business Department Chairs and University Deans on a proposed Statewide Degree Audit Proposal. It was decided that even though the proposal has potential and is desirable, it is more complicated than it appears in terms of implementation and funding.

6. **Admission Policy for 2006-07**

A draft report of the admission policy for 2006-07 was presented by the Interinstitutional Committee on Admissions and Recruitment (ICAR) for the provosts to review. The Council will take it up officially in their January meeting so it can go forward to the Board for approval at their February 2005 meeting. It was noted that the report is not complete in terms of their proposed changes in all instances. For example, on ICAR’s recommendation #1 to “eliminate the requirement that students admitted with a second language admission deficiency fulfill this requirement prior to university graduation” – the current ruling is that if you admit someone with an exception to the admission requirement, before they graduate they have to meet the admission requirement. ICAR’s position is that either someone gets admitted with a waiver or not, and to require it before someone graduates is creating some problems. This is not to back away from the requirement of a second language for admission, except by exception, but not to have someone meet admission requirements prior to graduation. All potential changes need to be submitted by the last week of December.

7. **Recruitment Issues**

Lorraine reported that ICAR wanted provosts to think about what the campuses will be doing in the future on statewide recruitment and high school visitation that was previously coordinated out of the Chancellor’s Office. In turn, Lorraine asked ICAR to submit a written report on what has been done in the past, what is being done this year (2004-05), and what questions and/or issues they have about what should happen next year (2005-06). The next
ICAR meeting is in January and they will address these issues and have a document for the provosts to consider and discuss at their February meeting.

8. NCES/IPEDS Reporting
Lorraine reported that a meeting of the interinstitutional committee on IPEDS Student Union Record Collection met and wanted the provosts to be aware of the privacy (homeland security, FERPA, etc.), data integrity concerns and workload concerns, and how this is happening from a national level involving the reporting. Question was asked on what the acronyms stood for: NCES – National Center for Educational Statistics; IPEDS – Integrated Postsecondary Education Data Systems.

9. Update on Vice Chancellor Search
Lorraine reported on the Vice Chancellor for the Finance and Administration search. There are three finalists and the interviews will take place in mid-December. Ron Bolstad from Southern is chairing the committee and is asking the provosts to have an one-hour interview session with each of the finalists. The interviews will take place in Eugene and also be available via video and telephone conferencing. He would also like a list of questions from the provosts on what they would like to ask the candidates so there is some consistency in the interview process. Lorraine will develop the first set of questions and have the provosts review them before forwarding them on to Ron.

10. Other Updates
- **PSU program** – in response to a request Michael sent to Lorraine regarding an off-site delivery of a bachelor’s degree in General Science in Shanghai, Helen will be sending his assistant the form called “Proposal for Delivery of an Existing Program to a New Location” to fill out. Once this is prepared, it will come forward to the Provosts’ Council for review.
- **GARP position** – Lorraine reported that she talked with the Chancellor about the possibility of having an interim person in the GARP position to take charge of some of the coordination, as well as some other pending matters. If any of the provosts have someone in mind who has had a former position on various campuses, or any ideas of how to pursue this, let Lorraine know.
- **OHSU budget** – Sam Connell announced that in the Governor’s Budget, OHSU’s funding has been cut from $86 million down to $50 million for the biennium (about a 40% cut). Lesley Hallick and staff are currently looking at what impact it will have on the programs, but wanted the campuses that have nursing programs to be aware that there may be budget cuts involved within their programs. They will provide the provosts with more information as time goes on.

11. Next Meeting
The next meeting of the Provosts’ Council will be on January 6, 2005 from 9:00 a.m. to noon in Room 511, Urban Center at Portland State University. A portion of the meeting will go toward a discussion on tuition and plateaus.

Submitted by Helen Stampe