The OUS Provosts’ Council met on September 8, 2005 from 9:00 to 12:30 p.m. in Room 246, Cascades Hall at OSU-Cascades Campus in Bend.

Attendees: Dave Woodall, Chair, OIT; Lorraine Davis, UO; Roy Koch, PSU; Earl Potter, SOU; Sabah Randhawa, OSU; Jem Spectar, WOU; Sam Connell (for Lesley Hallick), OHSU; Sarah Witte (for John Miller), EOU; Maureen Sevigny, IFS; George Pernsteiner, Susan Weeks, Ruth Keele, and Helen Stampe, OUS.

1. Operational Planning Meeting

The provosts spent an hour on operational planning. We discussed how we have operated during our first year (2004-05) and how we can improve our operation to best satisfy our charge from the State Board of Higher Education. The chair distributed a list of topics covered during the past year; key issues included program evaluations, admission requirements, and the academic calendar. Additional issues discussed included interfaces with other councils, JBAC, community colleges, and K-12 education. Following extensive discussion, it was agreed that all academic program evaluations should be handled by the Provosts’ Council, as our group represents the chief academic officers of each OUS institution.

We discussed the (presently unimplemented) Graduate Program Council’s (GPC) role to increase inter-institutional cooperation and the support of OUS graduate education from industry. There was consensus that the Provosts’ Council has been quite effective in the former, as indicated by the number and quality of inter-institutional programs currently available. Because of the primary function of the GPC, it was noted that a more appropriate title would be the Economic Development Council. Recommendations from that council related to academic programs should come to the Provosts’ Council for action.

Two members of the Provosts’ Council, Lorraine Davis and Jem Spectar, were asked to review the current Provosts’ Council charge and bring back modifications for further discussion. There was consensus that the Provosts’ Council should report directly to the Chancellor, not the State Board of Higher Education. Any recommended changes will be reviewed by OUS legal counsel and the Chancellor prior to forwarding to the Board for action. Helen Stampe will forward to the provosts the organization and operations documents related to both the OUS Provosts’ Council and OUS Graduate Program Council.

The Council members agreed to schedule at each meeting time for informal campus reports, which will include informal discussions on initiatives, new directions and opportunities for collaboration between the campuses and other academic enterprises. We also agreed that we would set up occasional joint meetings with the Administrative Council to discuss common issues.
Meeting Time Change: For the convenience of the presidents and provosts, who often travel together to the monthly meetings, we will hold our meetings from 12 noon to 3:00 p.m., beginning with the October meeting. The first hour will be devoted to the Chancellor’s report and other OUS staff reports, and the next two hours will focus on the usual Council business.

Website: It was agreed that the Provosts’ Council website would include three sections – Council Members, Meeting Materials, and Meeting Calendar.

2. Approval of July Minutes and September Agenda
   The minutes of the July 14, 2005 meeting were approved as submitted, along with the September 8, 2005 agenda.

3. Chancellor’s Report
   Chancellor George Pernsteiner led discussions on several topics:

   Educational Effects of Hurricane Katrina: George asked provosts about faculty/student inquiries to their campuses and whether we need to change policy or procedure to accommodate the requests. Discussion followed. It was determined that, at this time, there is not a need for a policy change and the nature of the System guidelines issued last week are sufficient. Each campus will handle faculty/student cases on a one-to-one basis.

   ATLAS: Curt Pederson and his staff have refined the original estimate with consultation at each campus – the total cost is estimated to be about $860,000 for the biennium. There are both one time and continuing costs, but the largest expenditure will be the initial cost for faculty time to determine the cross-walks among courses at the different campuses. Two campuses (PSU and UO) are already up and running; others have yet to begin. Following discussion, the Council agreed that there was high value in having ATLAS in place on all campuses. Each campus will assess the status of their own implementation. George will have Curt Pederson send the policy package to the provosts for review. He would like to make the allocations at the October Board meeting and would like confirmation from campuses before then.

   Oregon ONE: There was a discussion of the Oregon ONE website, which requires continuing costs of about $30,000 at OSU and staff time at WOU. The Chancellor indicated that the community colleges have expressed no interest. It was the consensus of the Council that it is not used widely and should not be funded.

   Text books: Students at OSU have expressed concern about the cost of text books, which may rival tuition. Sabah Randhawa indicated that the OSU Faculty Senate will discuss this topic and have the students to present their concerns. Discussion followed. Maureen Sevigny indicated that she would notify IFS that this is an issue under discussion. Sabah will circulate any future proposals for OSU to the Council for review.

   Joint Boards: During the coming year, the Board of Education will address high school exit requirements. These should be aligned with OUS school admissions requirements and community college admission requirements. A goal to have these changes approved by the Board of Education by September 2006 has been proposed. The Joint Boards Alignment Subcommittee will address this issue. Discussion followed. It was agreed that Earl Potter will attend the subcommittee meetings representing the Council. The Board’s EDP Working
Group will also take up the issue of the advanced placement courses and examinations and the awarding of advanced placement credit.

4. Academic Program Proposals

**PSU – Ph.D. in Technology Management**
- Roy Koch reported this proposal was first reviewed in July 1999 by the Academic Council and recommended for an external review. The external review was delayed due to internal resource issues. Roy indicated that all the issues have been resolved and summarized the substantive changes to the 1999 proposal. The budget submitted for the proposal was not on the standard, multi-year format used by the Council. Roy clarified the budget request and indicated that the cost of the program would be allocated from existing funds. It was also noted that the proposal should address the impact on non-OUS programs and the availability of minors in the program. Roy indicated that he would address these issues during the external review.
- It was the consensus of the Council that the program go forward for the external review.

**UO – Program Notifications**
- Lorraine Davis requested approval for a name change of the Appropriate Dispute Resolution Program to Appropriate Dispute Resolution Center. The request was approved as submitted.
- Lorraine reported on the termination of the Master’s of Software Engineering (MSE) degree and Software Engineering major (SE, OMSE). The request was approved as submitted.

5. Board Long-Range Planning
Susan Weeks distributed background information for the Board’s Long-Range Planning work session. During September and October, the Board will initiate this activity, looking 20 years into the future and examining various funding scenarios. The Board’s retreat in November will provide an opportunity to continue the discussion of long-term strategy.

6. Performance Measurement Issues
Ruth Keele reported on annual campus performance and target-setting reports. These will be presented at the October Board meeting. She also shared a draft report of the *One Year Later: The Status of the Class of 2003 Bachelor’s Degree Recipients*. The provosts provided some feedback for revision to the executive summary. Ruth asked for campus contact for review and revision of institution peer groups. The provosts will respond directly to her.

7. Information Items
- **JBAC:** Earl Potter led a brief discussion on the Oregon Transfer Module. Due to limited time, this topic will be scheduled for continued discussion at the October meeting.
- **Staff Fee Privileges Policy:** Due to limited time, this topic will be rescheduled for the October meeting.
November Meeting: There will be a joint meeting with the Provosts’ Council and Council of Instructional Administrators (CIA) on November 3, 2005 at Portland Community College-Cascade Campus. Dave is working with Baldwin van der Bijl, chair of the CIA, to develop an agenda. There will be further information at the regular October meeting of the Council.

8. **Next Meeting**
The next meeting of the Provosts’ Council will be held on October 6, 2005 in the College Union at Oregon Institute of Technology from 12 noon to 3:00 p.m.

*Prepared by H. Stampe / Reviewed by D. Woodall, Chair*