2008 Provost's Council 18 August
by California Baptist University

Members Present
Jonathan Parker, Bruce Stokes, DawnEllen Jacobs, Susan Studer, Anthony Donaldson, Art Cleveland, Connie Milton, Dan Wilson, Judd Bonner for Gary Bonner, Andy Herrity, Elaine Ahumada, Erica (McLaughlin) Walker, Tracy Ward

Discussion and Action Items

▪ Bruce Stokes opened with devotion and prayer.

▪ Minutes for the 16 June 2008 Provost’s Council meeting were reviewed and approved by consensus. Discussion items included the following.
  
  o Ad Hoc Course Evaluation Committee will schedule a meeting.
  
  o Jonathan Parker will confer with Susan Studer about an appropriate time to talk with Faculty Senate or the full faculty about teaching criteria.
  
  o Susan Studer reminded Deans to get names of their Senate representatives to her and Dr. Parker as soon as possible.

▪ Jonathan Parker reviewed Executive Council minutes for 12 June 2008.
  
  o Discussed Internet filtering
  
  o Received a proposal for a Wellness Center
  
  o Discussed office for Grants Administrator
  
  o Approved Classroom Behavior Policy for Student Handbook to be forwarded to the Trustees

▪ Jonathan Parker reviewed Executive Council minutes for 10 July 2008.
  
  o Approved split in December commencement
  
  o Received Green Report Card
  
  o Declined proposal to become a Mona Vie Franchise

▪ DawnEllen Jacobs reported on plans for the Fall Faculty Retreat and distributed programs for Council review.

• Jonathan Parker discussed every other week DCP courses.
  
  o Space issues mandate creative use of classroom space. Fall 2009 increase means no space. Hybrid classes will free up six to nine section of class rooms for traditional students to begin evening sections of classes.
  
  o Faculty will utilize hybrid model to meet seat time.
  
  o Andy Herrity pointed out that 50% of DCP business students do not own laptops and many are non-conversant with technology. Also, there is a need to coordinate software and computers for DCP in a way similar to the traditional programs. These issues will need to be addressed by individual Deans within their programs.
  
  o Volunteers to pilot Spring 09 courses were solicited. Bruce Stokes and Jeff Cate were identified as possible innovators. DawnEllen Jacobs will talk with the Department of Modern Languages and Literature about freshman composition courses and will coordinate efforts overall.
  
  o Elaine Ahumada reported that the PST 100 course is being well received and will pilot a hybrid version in E2.
  
  o Deans discussed implementing the hybrid model in traditional programs as well. One possibility would be for Tuesday/Thursday class to meet one day a week in class and meet in a virtual space the other day of the week.

• Tracy Ward discussed FY 2009-2010 computer budgeting.
  
  o IT no will longer lease computers but will purchase them. If the lease on a computer expired this year, the lease has been bought out.
  
  o Ms. Ward presented Deans with a spreadsheet to prioritize needs and project purchase time frames.
  
  o Deans need to ask for money in next year’s budget to cover purchases.
  
  o Schools and departments now own their computers, so they may upgrade, re-assign to student workers, student centers, or elsewhere as they deem appropriate.
  
  o Specialized software will still need licensing. Licensing issues will need to be worked out between the academic unit and IT.
  
  o IT will still be responsible for installation.
  
  o Deans should meet with Dale Lee to discuss specific school and department needs.

• Dr. Parker solicited summer updates from Deans.
o Marketing is meeting with Connie Milton to make arrangements for the opening of new School of Nursing facilities.

o Judd Bonner reported that 375 students attended rehearsal camp this week

o Elaine Ahumada reported progress on development of prospects of a site in Temecula.

o Susan Studer asked that Deans encourage faculty to send ideas for agenda items for this year through their Faculty Senate representative.

o School of Christian Ministries is working towards the 400 anniversary of Baptists celebration.

o Engineering is scheduled to move into their new facilities. Seventy new students are enrolled in the program. Three new faculty have been added.

o The School of Business added new faculty to meet enrollment needs. Andy Herrity reported that the summer Oxford program went well.

o Erica (McLaughlin) Walker reported that the library has new furniture, and new bookcases will be arriving next week for 8500 books. She is exploring fundraising for expansion.

o James 121 is the new ARC location. An Open House is being planned.

o Art Cleveland reported that new ultrasound equipment for sciences and nursing has arrived. A seismograph and other equipment is coming in September. Faculty scholarship productivity has increased, and the percentage of terminally degreed faculty is up from 62% to 64%.

o The School of Behavioral Sciences will celebrate the 25th anniversary of the Marriage and Family Therapy program this year. During this time, graduates will be contacted as part of fund-raising efforts. Plans are underway to expand the research center and to go national with the Counseling Ministry program for national certification. A special collection for research is being developed.

- Pursuant to the revision to the Student Handbook to require students to get faculty permission before recording any part of a class, Anthony Donaldson should instruct Engineering students to get faculty permission to use recording pens. He may do a blanket permission for Engineering faculty’s classes.

The meeting was adjourned at 11:10 a.m. The next Provost’s Council meeting is scheduled for 15 September 2008. Regular meeting schedule will resume in September.