

**SEC/PROVOST JOINT CONFERENCE
MINUTES**

February 10, 2015
110 Olscamp Hall Conference Room

PRESENT: Peter Blass, David Border, John Folkins, Rachelle Hippler, Mariana Mitova, Joel O’Doriso, Allen Rogel, Rodney Rogers Bill Sawaya, Michael Smith, Arne Spohr, Brian Kochheiser, Kelly Taylor, Sheri Wells-Jensen

APPROVAL OF MINUTES

MOTION (Joel O’Doriso) Approve the minutes from the January 20 SEC/Provost meeting. (Second: Mariana Mitova). Passed unanimously.

MOTION (Joel O’Doriso) Approve the minutes from the SEC January 27 meeting. (Second: Peter Blass). Passed unanimously.

OLD BUSINESS

Proposals 1415-162 and 1415-163: Dr. Burns, the proposer, and John Fischer met with CAA. The modification 163 is to create a specialization. CAA felt the lack of endorsements was not an issue as this was major content that already existed being moved to a specialization. *MOTION (Bill Sawaya) Accept the curriculum modifications outlined in 1415-162 and 1415-163 that will create two specializations—business and marketing, and family consumer science – within the newly named Workforce Education and Development major. (Second: John Folkins). Passed unanimously.*

NEW BUSINESS

Memorial Resolutions:

MOTION (Joel O’Doriso) Accept the Memorial Resolution for William Coggins. (Second: John Folkins). Passed unanimously.

MOTION (Joel O’Doriso) Accept the Memorial Resolution for Charles Kahle. (Second: Peter Blass). Passed unanimously.

Honorary Doctorate Nomination for Thomas Snitch: This nomination is coming from the President. She has the ability to submit up to three nominations per year. Provost Rogers said Thomas Snitch was a worthy individual with a varied and wide breadth of accomplishments. Additionally, Snitch will be a speaker at spring commencement so the timing would be appropriate. *MOTION (John Folkins) Accept the nomination of Thomas Snitch for an honorary doctorate of public service from Bowling Green State University. (Second: Joel O’Doriso). Passed unanimously.* Because the nomination comes from the president, the approval proceeds directly to the Board of Trustees.

CAA and Faculty Role in Curriculum modifications: John Fischer, vice provost for academic affairs, has said at CAA meetings that proposals are already approved. CAA has oversight on behalf of the Faculty Senate and feels it is important to defend their role in the curriculum modification process. Discussion centered on the problem of defining the roles and making it clear to the proposers where the materials go next in the process. Provost Rogers said that according to "The Charter," CAA is to review and comment for consideration by the Senate Executive Committee. CAA does not reject. That is the role of Undergraduate Council. Provost Rogers also noted that a lot of faculty are involved through every step of the review process. The challenges seem to be in communication and in defining "major" versus "minor" changes, as only major changes require the full vote of Faculty Senate. The question, when is a modification a done deal? Faculty Senate has veto/non-approval authority, yet a line does not exist on the modification request form for a representative of Faculty Senate to sign off. ACTION: 1) SEC requests that the Provost consider two changes to the curriculum modification form. The first is to add "and Faculty Senate" next to Undergraduate Council in the two places containing asterisks indicating "reviewed by." The second is to add a box between 6 (secretary, UGC) and 7 (Provost/VPAA) that would read "Chair, Faculty Senate (major changes only)." 2) SEC requests that CAA make two changes in the procedure. The first is to reach out to the secretary of UGC to reiterate that it is the responsibility of the person in that position to forward the modification forms to CAA. The second is for the CAA representative to UGC ask for the reports.

On a related note, Rachelle Hippler asked Provost Rogers if the curriculum modification form was still on the list to be moved to an automated process and if there might be some way to move it up on the list. Provost Rogers indicated that it was still on the list, but hiring, travel, graduate applications and undergraduate applications were higher priorities with many of these currently in the works or being targeted for completion by next fall. As these are moved off, then other items such as the curriculum modification process move up.

Margo Kammeyer request for floor time at a Faculty Senate meeting: SEC declined her request the oversight of time cards does not directly affect many of the faculty and explanation of the new system could be handled at departmental meetings that were are being scheduled. ACTION: Joel ODorisio will email her SEC's decision.

Reschedule Sheri Stoll: On March 5, Sheri Stoll and Provost Rogers will be conducting an open forum on the budget. SEC wanted to still have Ms. Stoll on the March 3 agenda.

On the topic of open forums, Provost Rogers reminded the group of the Feb. 25 public session on RCM. The sessions are scheduled for 8:30 a.m. and 1 p.m. in the ballroom. The same two-hour session is being offered at both times. The first 50 minutes of the session will be background and information. The second half will consist of facilitated questions from the attendees.

College Credit Plus Program: An open forum is scheduled for Feb. 19 in 228 BTSU on this topic. This is an opportunity for faculty to get more information. Provost Rogers

indicated that “not” participating in the College Credit Plus Program was not an option. The conversation needs to be how to do it best for BGSU.

Adjunct speaker with report from Faculty Senate ad hoc committee: Joel O’Doriso indicated that we should see a report for the ad hoc committee by the next SEC meeting, which is scheduled for Feb. 24. Given the fullness of the March 3 Faculty Senate meeting, he needs to move the outside person to April.

ISSUES AND CONCERNS

The question was raised about what President Mazey means when she uses the term “units” when she says all units when referring to RCM. This will be part of the RCM process developed by BGSU to define at what level. Provost Rogers indicated that to some degree it is all units, academic and support.

UPDATES FROM THE PROVOST

1. The administration has launched a search for a Vice President of Strategic Enrollment Planning. This is the position currently held by Joe Frizado, who plans to retire. Frizado has agreed to stay around in the interim and help with the transition.
2. Enrollment is all looking positive but efforts need to center on “yield.” President’s Day is typically a lot of juniors and a good opportunity to work on getting them to commit to BGSU.
3. The Trustees Innovation Fund has yielded some good proposals that target new student populations. These proposals are working their way through UGC and CAA.
4. BGP has completed their work. Four courses are all that are waiting approval. The total class count is 122, a reduction from the 310 courses that were on the books. Donna Nelson Beene should be congratulated for her efforts and hard work. Provost Rogers would like to see a moratorium for next few years on adding any new courses to let this process settle. Rachelle Hippler expressed angst on behalf of the Firelands faculty who were affected by the decisions and how they are going to deliver these courses on the Firelands Campus and how these relate to associate degree programs. Provost Rogers said work should be done with UGC to identify the courses where there are problems.

ADJOURNMENT

MOTION (John Folkins) The meeting shall adjourn. (Second: Joel O’Doriso). Passed unanimously.

Respectfully submitted, Kelly Taylor, secretary, 2/24/15