

Provost Cabinet Minutes, 09/18/15

1. Faculty Searches:

- There are 25 confirmed searches for faculty positions scheduled this year.
- In order to promote diversity within the candidate pool, it is essential that the ads reach a diverse population. As such, we are looking at places to post job advertisements in addition to the Chronicle of Higher Education and would appreciate recommendations in specific fields.
- As is customary in these financial times, all ads for these positions will contain the disclaimer “pending final budgetary approval.”
- Working with Human Resources to schedule a few trainings that will cover Affirmative action, interview travel procedures, etc. with the many search committees.

2. SUNY Central – Request for Proposals, second round:

Of the initial proposals submitted to SUNY for supplemental funding, the following projects have advanced to next round and Potsdam has been invited to submit a complete proposal.

Please note: this means a complete proposal will be submitted now in the hopes of being selected for these additional funds.

- Enabling Funds Grant will be submitted in the hopes of getting startup funds for new programs (Exercise Science, Graphic Design, and Geographic Information Systems) as well as science lab equipment.
- Applied Learning Grant will be submitted in the hopes of getting funds to support programing offered through the Center for Applied Learning.
- Student Retention Grant will be submitted in the hopes of acquiring Starfish software, which is used for tracking student degree progress.
- Distance Learning Loan Fund application will be submitted in the hopes of getting funds to support necessary changes to infrastructure as well as hire an instructional designer.
- SUNY 2020 proposal submitted in conjunction with SUNY Canton in the hopes of getting \$12M to renovate facilities at both campuses, and establish the CREATE Center, a dual-campus initiative focused on building curricular innovation and partnerships around applied and interdisciplinary learning.

3. New Program Updates:

- Geographic Information Systems degree is in the A&S Curriculum Committee
- Arts Management degree is A&S Curriculum Committee
- Global Health degree is in process
- Degree completion program is under development; this will be a generalized Bachelor of Arts in Liberal Studies
- Higher Education Administration Master’s program is in process
- Teaching English as Second Language degree is under consideration
- Sports Management is under consideration
- Musical Theater minor in process
- General Music minor for non-music majors is in process
- Educational Studies minor is under consideration

- Options for Post Bachelors Certificates are being pursued. Certificate programs, both for credit and non-credit, provide a unique opportunity to take courses we already offer and bundle them in a way that provides potential students with credentialing and career development.
- Campus process for reviewing new programs needs to be refined. Concerns expressed include:
 - Having some chance for campus input early in program design and consideration, such as a brief, one page proposal or concept paper that is posted to the entire campus for comment.
 - Clarifying campus procedures for review and approval of programs that cross school boundaries.
 - Reviewing the business plan expectation and clarifying when it is needed or not.

4. Catalog:

The campus needs to identify a more efficient and logical way to maintain the catalog and streamline the review process. Online options may need to be considered in the near future.

5. Interdisciplinary Department:

Potsdam currently has many interdisciplinary programs including Women's & Gender Studies, US & Global Studies, the Student Initiated Interdisciplinary Major, Honors program, STEAM, etc. We want to consider the possibility of housing all these programs within one department or other unit. Depending on the structure, this unit also could potentially be the starting point for students with an undecided major with advising provided in-house. This will be discussed further at the upcoming Provost Cabinet Retreat.

6. Provost Cabinet Retreat:

The Provost Cabinet is scheduled for a retreat away from campus on Tuesday, 10/13. A space has been reserved elsewhere for no cost.

Agenda items include:

- Exploratory Students/Meta-majors – how to support students with undecided majors from open house through major selection
- Interdisciplinary Programs & Opportunities that cross schools
- Degree completion programs
- Examining current organizational structures for improved efficiency
- Target numbers and planning for new programs

7. Meetings with Faculty:

The Provost has been setting up meetings with faculty in various venues and groups.

- Department Chairs are meeting with the Provost on Wednesday, 10/7 from 3-4:30. The Provost will get their input on campus issues and ask for the best ways to communicate in the future. Is the Council of Chairs best or are there better forms of communication?
- Full Professors met with the Provost during the first week of the semester to share their input on Campus issues. The Provost is planning on continuing some of those conversations.
- Untenured faculty will be invited to meet with the Provost on Thursday, 10/29 after a new faculty seminar session.

- Tenured faculty will have a meeting scheduled later in the semester as well.

8. IRB External Member:

We are working to identify a new committee member to join the IRB who is external to campus (has no current connection to the campus). Historically, this committee member has either medical and/or liturgical service experience.

9. Celebration of Faculty Scholarship:

We would like to explore the possibility of having an annual event to recognize faculty scholarship. The hope is to have established to kick off the 300th year next fall.

10. Request for Liberal Arts designation:

Discussion regarding course requesting Liberal Arts designation was postponed until next week.