



**Minutes – March 20, 2018 10:00-11:30am, Topp Room
Provost Council**

MEMBERS	Graham Benton, Veronica Boe, Steve Browne, Ryan Dudley, Katie Hansen, Marc McGee, Gary Moser, Priscilla Muha, Tom Nordenholz, Julia Odom, Sue Opp, Cynthia Trevisan, Michele Van Hoeck, Matt Tener, Sam Pecota, Mike Kazek
GUESTS	Jessica McGinley
ABSENT	Matt Tener, Tom Nordenholz, Graham Benton, Julia Odom

1. Approve Minutes from February 20, 2018	
	APPROVED
2. Retreat Update (Opp)	
	<ul style="list-style-type: none"> • Handout from retreat • Changes happening in higher ed. – must change w/ the times (stay relevant) • Team building exercises/communication
3. NSSE Presentation to CLC (Opp/Moser)	
	<ul style="list-style-type: none"> • Add feedback from faculty presentation • Put comment/feedback box in student services building for additional info
4. IRA Update (Opp)	
	<ul style="list-style-type: none"> • No longer going through student affairs • Changes to committee structure
	Send proposals to Jessica McGinley via email
5. EAB Implementation Update (Hansen)	
	<ul style="list-style-type: none"> • Name: The Passport • New software system (more collaborative) • Appointment/scheduling feature (works w/ Outlook) • Sends emails and text reminders to students • Card readers • Notes feature for faculty – will need training (permanent record)
	Go live early summer, faculty training in August
6. Double Major Policy (Opp)	
	<ul style="list-style-type: none"> • Switch administrator and initiator (administrator = VP, initiator = Director) • Changes made as previously discussed • Earlier deadline? (ask Julia when she returns) • Add line for Provost's (or designee's) signature of approval on application • Need a separate policy to address minors
	Changes will be made & we'll revisit
7. CSU Report on Faculty Tenure Density (Opp)	
	<ul style="list-style-type: none"> • Need recommendations • Cal Maritime has the highest percentage in CSU system w/ 65.3% • Average among CSU's is 56%
	Read over and make recommendations
8.	

