


**Minutes – November 19, 2019 9-11:00am, Topp Room
Provost Council**

MEMBERS	Sue Opp, Graham Benton, Don Maier, Kevin Mandernack, Francelina Neto, Michele Van Hoeck, Julia Odom, Priscilla Muha, Marc McGee, Katie Hansen, Mike Kazek, Gary Moser, Veronica Boe, Matt Tener, Dinesh Pinisetty, Rhonda Pate
GUESTS	Jessica McGinley
ABSENT	Kevin Mandernack

1. Approve Minutes from October 22, 2019	
	APPROVED
2. Draft 2020/21 Academic Calendar (Opp)	
	<ul style="list-style-type: none"> • Draft handout provided • We would like to have a set schedule for final exams (Monday through Thursday) <ul style="list-style-type: none"> - Gives the Faculty the weekend to grade • Shortens orientation • New Faculty and Staff orientations are now separate • 85% of Cadets prefer to have a full week off for Thanksgiving • Coast Guard exams are scheduled for January 4th through January 7th
3. CSI Update (Benton)	
	<ul style="list-style-type: none"> • Working on coordinating all of the campus handbooks, manuals and guides • Have identified the “owners” – meeting scheduled
	Work in progress
4. Faculty Learning Communities (Van Hoeck)	
	<ul style="list-style-type: none"> • Nipoli and Michele working together to improve communication • Group of Faculty meeting once a month – focused on specific topics <ul style="list-style-type: none"> - 8 Faculty members (representing each school) - Working on learning how to use the equipment in the Makerspace and recommendations for the space - Looking at holding an “Open House” for the Makerspace - Held a mental health session yesterday and 24 Faculty members attended - Nipoli is looking for other ideas and areas of interest
5. Student Preferred Pronouns (Odom)	
	<ul style="list-style-type: none"> • Handout provided • Looking at updating PeopleSoft to incorporate student preferred pronouns
6. Enrollment	
	<p>-106 F19 vs. F18</p> <p>22 ↑ 4 year graduation rate (Freshmen)</p> <p>5 ↑ 4 year graduation rate (Transfer Students)</p> <p>2 Fewer Admits</p> <p>DQ's</p> <p>15 ↓ Discipline Suspensions</p> <p>↔ WD's</p> <p>LOA's</p> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-top: 10px;">STOP OUTS (?)</div> <div style="margin-left: 200px; text-align: center;">  </div> <ul style="list-style-type: none"> • Over 60% of Freshmen have non-passing grades in their first year

Action Item	Responsible Person(s)	Comments/Status
Minor Policy next meeting	Graham Benton	