**Provost’s Council**  
**Meeting Notes – June 30, 2015**

<table>
<thead>
<tr>
<th>ATTENDEES</th>
<th>Evelyn Andrews, Graham Benton, Susan Bigler, Mike Holden, Mike Kazek, Gary Moser, Donna Nincic, Sue Opp, Michele Van Hoeck, Craig Yamamoto</th>
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<tbody>
<tr>
<td>ABSENT</td>
<td>Jim Burns, Ryan Dudley, Marc McGee, Sam Pecota</td>
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<td>GUESTS</td>
<td>Veronica Boe, Mike Tressel</td>
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### AGENDA ITEM

#### 1. Preview Day changes

**DISCUSSION**
- Marc McGee distributed a proposal to split Preview Day into two sessions; morning session for ET and ME, afternoon session for MT and MPM
- If we split the sessions, parking must be reserved for faculty and presenters arriving in the afternoon. Especially considering that faculty will be volunteering their time on a Saturday.
- Staggered lunchtimes were suggested.
- Sue Opp will forward this proposal to Student Affairs and A&F (Parking) for their input.

#### CONCLUSIONS

#### 2. BIC Scholarships

**DISCUSSION**
- Notice about BIC Scholarships was sent to Provost’s Council for distribution to eligible students.

#### CONCLUSIONS

#### 3. Strategic Planning update

**DISCUSSION**
- Strategic Planning is proceeding. SEPC is providing enrollment projections to the Physical Master Plan Committee.

#### CONCLUSIONS

#### 4. Academic Affairs structure/function

**DISCUSSION**
- Provost Opp wants to get a handle on all Academic Affairs functions. Provost’s Council identified the steps involved in admitting a freshman (see flowchart below).
- Do we communicate well with students throughout the admissions and registration process?

#### CONCLUSIONS

**TO DO:**
- Earlier email and logins for applicants (portal access)
- Discuss moving EPT/ELM to SEAS.
- Advising plans that include summer are needed.
3. For the good of the order

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<td>• Sam Pecota will be MT Chair until July 31. MT Chair election is being set up. Graham Benton would like to have a Dean &amp; Chairs meeting in August.</td>
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<td>• Provost Opp will be off campus July 6-9, back in the office on July 10, and then out July 13-24. Graham Benton is the signer during her absence.</td>
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<td>• Mike Kazek announced that the Mari-Times magazine (introduced at last year’s Faculty Retreat) will be issued electronically at the end of August. Please send news items &amp; contributions by July 31 to Mike or Bobby King.</td>
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### CONCLUSIONS

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<tr>
<th>ACTION ITEMS</th>
<th>PERSON RESPONSIBLE</th>
<th>DEADLINE</th>
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<tr>
<td>Provost Opp will discuss the proposed Preview Day changes with Student Affairs and A&amp;F.</td>
<td>Sue Opp</td>
<td>July 1</td>
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**Flowchart: Prospective student to Orientation**