

**JOHN CARROLL UNIVERSITY  
PROVOST'S COUNCIL**

John Day, Kathleen Dean, Lauren Bowen, Jeanne Colleran, Sherri Crahen, Barbara D'Ambrosia,  
Dwight Hahn, Jim Krukones, Mark McCarthy, Sheila McGinn, Paul V. Murphy, Karen Schuele,  
Brian Williams, David Wong, Sheri Young.

May 10, 2013  
Minutes

Present: John Day, Lauren Bowen, Jeanne Colleran, Sherri Crahen, Barbara D'Ambrosia, Kathleen Dean, Dwight Hahn, Jim Krukones, Sheila McGinn, Paul Murphy, Karen Schuele, Brian Williams, David Wong, Sherri. Young.

J. Day convened the meeting at 3:15 pm.

Minutes of the May 1, 2013, meeting were distributed for approval. The minutes will be revised to indicate that a transient petition proposal worked on by the Policy Group would be forwarded to CAP.

J. Day noted that he wanted to use this final meeting of the semester to debrief and propose agenda items for next year. The goal of the Provost's Council has been to facilitate communication and coordination between the divisions that focus on the academic interests of students.

J. Day observed that the topic of vocation discernment was a good example of a multi-divisional issue that benefited from the group's discussion. He further noted that one of the goals of the Provost's Council was to communicate ways to work on issues more systematically. It was mentioned that the Provost's Council has provided a way to collaborate and work together, and this is an important piece that should not be lost. K. Dean noted that the Provost's Council is an example of effective communication.

Discussion ensued on the various ways the information discussed in the Provost's Council meetings is communicated to the faculty. Venues included CAP, Faculty Council, faculty meetings, and the Deans' and Chairs' meetings. It was suggested that, if there is an issue faculty needs to know about, then it is Faculty Council's responsibility to place the issue on the faculty meeting agenda. It was noted that all three faculty representatives are continuing on the Provost's Council. The new Faculty Council representative will be Vice-Chair Anne Kugler. S. McGinn suggested that it would be helpful if the minutes were made available to the faculty.

J. Day asked the committee members from other divisions for their thoughts. S. Crahen noted that the Provost's Council has been tremendously useful in helping to understand all of the implications regarding issues, e.g., student withdrawals. The meeting at which guests spoke about student withdrawals and financial aid issues was especially informative and helpful.

B. Williams noted that topics were presented and discussed in a holistic way. That approach enabled him to see where a problem existed, and then to go back to his staff to discuss the issue. It was possible to make a connection between where we are with respect to an issue and what should we do about it.

D. Wong noted that, since the financial dimension of things is impacted one way or another, it was helpful for him to learn more about issues and programs, so that he could then help resolve any related budget questions.

J. Day turned the discussion to possible topics for next year's meetings.

D. Wong thought it would be helpful to discuss the capital campaign next year.

The issue of campus communication as it relates to the HLC accreditation also was suggested as a topic for next year's discussion. K. Dean suggested that the Provost's Council may be one of the groups the HLC Committee visits in the fall.

S. Crahen suggested the topic of the facilities planning process, especially the work done by outside groups and how we determine what projects we take on.

Banner-related issues came up as another topic. B. Williams briefly discussed the Banner system and explained the need to develop and enact policies first, which would then drive the work on any Banner forms. He encouraged people to speak up and let him know if something is broken in the Banner system. B. William also noted that we are at a crossroads with the introduction of the new Core and cohort advising. Should we revamp the current product, or would a different product support us better than Banner?

Asked whether this group would be involved in the search for the chief diversity officer, J. Day noted that there is a search committee and it would be up to them to schedule a meeting. Since this person would take up a cross-divisional function, it might be a good idea to meet with the search committee.

J. Day noted that it seemed to work operationally to have one meeting a month on a Wednesday and another meeting on a Friday afternoon. Since this works well and absent a better idea, meetings will be scheduled this way for Fall 2013.

Barb Lovequist will line up the meetings for next year.

Respectfully submitted,  
Barbara Lovequist