A meeting of the Provost’s Council was held in HUB 119. Provost Dorff called the meeting to order at 2:30 p.m.

**PRESENT**

Robert H. Dorff, Provost  
Gail F. Mears, Associate Provost  
Pat Cantor, EDSC  
Chris Chabot, E & D  
Tracy Claybaugh, Vice President for Finance and Administration  
Sean Collins, HHE  
Jonathan Dapra, I & E  
Laura Dykstra, J & S  
Ross Humer, I & E  
Denise Hutchins, I & E  
John Krueckeberg, TLT Representative  
Mary Ann McGarry, TESD  
Nick Sevigney, A & T  
Zhizhang Shen, E & D  
Sheryl Shirley, TESD  
Christin Wixson, Lamson Library

A sub-committee of the Provost’s Council consisting of Julie Bernier, Pat Cantor, Laura Dykstra, Eric Hoffman, Ross Humer, Denise Hutchins, Nick Sevigney and Sheryl Shirley have been working to further develop the discipline groups. The sub-committee decided to refer to these discipline groups as Academic Units. They developed three models of Academic Units that are similar in size and administrative complexity as starting points for discussion. The sub-committee did not address credit-release time.

The meeting was devoted to consideration of the three models. The models were principally built around a faculty model; it is difficult to model geographic proximity.

A question was raised about what type of efficiencies we hope to gain through these Academic Units, i.e. dollar savings or time savings? Provost Dorff explained that by moving administrative functions to the program level, we’ll be closer to the programs with respect to making decisions about workloads, release time, etc. More full-time faculty need to be engaged with the largest number of students in classes. Release time comes equally from Chairs and from other reasons. Workloads will not be comparable across all Academic Units; however, the goal of considering workloads is to be able to compare and see if workloads are comparable within Academic Units. It was noted that efficiencies may result from making the administrative work more manageable.
Due to the complexity of administration and accreditation requirements for Nursing and Physical Therapy, it may not make sense to group these programs with others.

Provost Dorff stated that he met with President Birx today. President Birx supports the Provost’s Council proposing two or three options and then having Provost Dorff make the decision. Provost Dorff noted that Model A is closest to emulating those clusters that have found ways to work together collectively, namely TESD and E&D. These two clusters want to remain intact and President Birx and Provost Dorff agree that there is no reason to disrupt them. These clusters are making progress and exploring how they can achieve efficiencies, consider workloads, work with their budgets, collaborate on projects with others and facilitate work plan reviews. Provost Dorff commented on the relationship between clusters and programs. Students will continue to major in programs but will intersect with clusters along the way. Some programs will have to change more or less than other programs, but all programs will have to change to some degree to support clusters. Some component of cluster-related work needs to be included in work plans.

Academic Units will not be assigned to a cluster, but this underlying administrative structure will support clusters.

There is a sense of urgency, as President Birx has given a deadline of February 1. Provost Dorff will further consider all three models. However, he is leaning toward fine-tuning Model A as the best approach. He will speak with President Birx about this.

The meeting adjourned at 4:18 p.m.