2. Minutes for August 5, 2020 were approved.

3. **Joann Stryker:**

The following current information needs around online programs have been identified:

**Federal IPEDS Reporting** requirements asks us to categorize programs as follows:
- Program can be completed entirely via distance education.
  - Program has a mandatory onsite component.
  - Program has a non-mandatory onsite component.
- Program cannot be completed entirely via distance education.

**NWCCU's Program Inventory** asks us to categorize as follows:
- Program is either 50% or More Distance Education OR Less than 50% Distance Education.

**OCHE’s Program Inventory** asks us to categorize as follows:

- **Online:** Any academic degree or certificate program in which all the required coursework can be completed through online classes. Online classes are any class section where the students and instructor are separated by distance and technology is used to bridge that distance gap through either asynchronous or synchronous methodologies. Students are not required to come to a physical campus location, with exceptions for infrequent orientations or exams.

- **Blended:** Any academic degree or certificate program in which at least 80% (but not all) of the required coursework can be completed through online classes, but there is at least one course or a concentrated, short-term requirement that students must complete that is face-to-face.

**OCHE’s BOR Online Report** asks us to identify all online programs as follows:
- Fully online degree programs (80% or more online)
MSUB New Student Services and MSUB Marketing and Communication categorize as follows for **MSUB marketing materials**:

- Online
- Online Option

MSUB Financial Aid needs to identify 100% online programs for **Cares Act Fund distribution**.

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**4. Trudy Carey**

Trudy reported no students have contacted DSS to report having COVID, or feeling they have been exposed to the virus. At this point in time, DSS has been without incident as it has to do with COVID.

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**5. Stephen Foggatt**

Due to COVID, everything needed to change in the Academic Support Center. Where at one time support meant face to face, it now has become the opposite. The time between March and May of this year was helpful in preparing for the changes that would be necessary. Versatility has been key during these unprecedented times and will be key when COVID is long gone.

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**6. David Kendrick**

**Fellowship/learning communities. Among the eLearning Faculty Fellows:**

- In CLASS, Tien Chih formed a panel consisting of faculty from a variety of disciplines to discuss the successes and challenges faculty faced in the migration from face-to-face classrooms to online environments. It was suggested that we also present a student panel. The session was recorded.

- At City College, Andy Sullivan has created a semester-long weekly series of sessions.  
  [eLearning Workshop Schedule](#)

- At CHPS, Paula McMahon, has completed an extensive survey of faculty to determine needs and faculty development in educational technologies. A few top items are WebEx, WebEx Breakout rooms, and Degree Works. Of course, there will be a follow up to address these results.
MUS Teaching Scholars Announcement:

MUS Teaching Scholars 2020-2021

HyFlex Course Design:

A faculty development session is coming November 30 – December 7. Attached is the format of the course that took place this summer. An announcement is forthcoming.

HyFlex Summer Course.docx

7. Laura Gittings-Carlson

On July 1st Advising, and TRIO/SSS merged. The goal is SSS will be advising students, once additional Staff is hired at MSU-B and for a new program at City College. Presently, Laura is splitting her time at MSU-B in the mornings at SSS and in Advising during the afternoons. She plans to be reaching out to The Deans soon, to find out how SSS/Advising can help them.

The spitting of Career Services an Advising will be very advantageous regarding retention, graduating, and students getting jobs.

8. Open Conversation regarding the future direction of the Provost Council:

● The Council agreed that they are in favor of in-depth topics, with the opportunity to offer feedback.

● In an effort to Socially Distance, as well as accommodate the equal desires of the Provost Council, it was agreed that half of the monthly meetings will be Face to Face in a large setting, and half will be via Webex.

● Though there is currently no updated budget information to share, the Council agreed that Budget Updates, when available, are important to the meeting.

● A brief conversation ensued regarding Dual Enrollment. Numbers for Dual Enrollment are Down, mostly due to logistics. Different School Districts had various start dates for students, and start dates different from MSU-B, making Dual Enrollment challenging.

● The discussion turned to “Census Day” and the recent Census taken of students. Though enrollment is down, overall, the numbers are above predictions. Graduation numbers are up by 3.6 %. Ruffalo Noel Levitz recently suggested, due to COVID, if enrollment numbers are down by 10% or less it can be considered a victory. We are down 6.5-7%. Going forward we look good, but we still have a deficit of between $700k and $800k to fill.
• The next verification of enrollment numbers will be at the end of term.
• Provost Arnold mentioned last enrollment tracking indicates the term starting with 412 student and ending with 72 having dropped. She closed by stating every student we get here, needs to be cared for and cultivated so they complete the term.

Meeting adjourned 2:45 PM

The next meeting’s in-depth topics will be:

  Career Services                Becky Lyons or designee
  Dual Enrollment                Sydney Donaldson
  Retention                      Michael Adkins

The meeting schedule is presently set as follows, until further notice:

  October 7, 2020           Cisel Recital Hall
  November 4, 2020          Webex
  December 2, 2020          Cisel Recital Hall
  January 6, 2021           Webex
  February 3, 2021          Cisel Recital Hall
  March 3, 2021             Webex
  April 7, 2021             Cisel Recital Hall
  May 5, 2021               Webex