

**Minutes – February 20, 2018 10:00-11:30am, Topp Room
Provost Council**

MEMBERS	Graham Benton, Veronica Boe, Steve Browne, Ryan Dudley, Katie Hansen, Marc McGee, Gary Moser, Priscilla Muha, Tom Nordenholz, Julia Odom, Sue Opp, Cynthia Trevisan, Michele Van Hoeck, Matt Tener, Sam Pecota, Mike Kazek
GUESTS	Jessica McGinley
ABSENT	Michele Van Hoeck, Ryan Dudley, Tom Nordenholz

1. Approve Minutes from February 6, 2018	
	APPROVED
2. Double Majors Policy (Opp)	
	<ul style="list-style-type: none"> • 36 UNIQUE major units • Approval of double majors is not guaranteed • Add general guidelines to the policy • Use “Campus GPA” – must be a 3.0 • Must have approval from the 1st major’s chair/ 2nd major’s dean
	Make changes and revisit
3. Update on Cruise #'s (Pecota/Kazek)	
	<ul style="list-style-type: none"> • 23 Students on the waitlist – 3 sophomore deck/19 sophomore engineering/1 senior deck • Enrollment signals intent to go on cruise/not guaranteed • 4 Students couldn’t register due to disciplinary probation (waitlisted) • Those who registered late were waitlisted (maybe 7) • Students who didn’t pass calculus may choose to not go on cruise (maybe 4) • Need data on 23 waitlisted students – date of registration/disciplinary standings/academic standings/etc. (put in rank order)
	Put a rank list together for waitlisted students
4. Update on Admissions for F18 vs Target #'s (McGee)	
	<ul style="list-style-type: none"> • Handout from Marc McGee • Impacted majors look good • FET/MET – short of FET goal by 10 • BA/GSMA – falling short of goals • From this point registrants will most-likely be transfer students
	Continue outreach
5. Update on WASC Self-Study (Benton)	
	<ul style="list-style-type: none"> • Self-study being drafted • Made presentation to CLC 2 weeks ago • Meeting with people individually for data • Meeting w/ Brig to choose best way to put online for others to view
	Work in progress
6. Smart Planner Demo (Kazek)	
	<ul style="list-style-type: none"> • Technical difficulties – another time
	Reschedule
7. Drop/Add Period for Summer Session (Odom)	
	<ul style="list-style-type: none"> • How will we setup summer add/drop period? • 2nd session – online classes • FA – could add another in 2nd session – would like to know who’s dropping ahead of time

	Should be within the first 8 weeks
8. Open University Policy (Odom)	
	<ul style="list-style-type: none"> • Final draft • Administrator – must be VP • Initiator – must be Director • Authority – Executive Order
	Approved – submit to Cabinet for approval