

**Minutes – September 11, 2018 9-10:30am, Topp Room
Provost Council**

MEMBERS	Sue Opp, Graham Benton, Don Maier, Kevin Mandernack, Francelina Neto, Michele Van Hoeck, Julia Odom, Priscilla Muha, Marc McGee, Katie Hansen, Mike Kazek, Gary Moser, Veronica Boe, Matt Tener, Tom Nordenholz, Sam Pecota, Rhonda Pate
GUESTS	Jessica McGinley, Kristen Tener
ABSENT	Julia Odom

1. Students of Concern (K. Tener)	
	<ul style="list-style-type: none"> Implementing an Incident Reporting Form online to report students of concern Sign-in to CSUM website, left hand side, towards the bottom Can be used to report good behavior as well as bad behavior AIM - to be more proactive, rather than reactive Already have a BIT team that meets in emergency/urgent cases regarding students of concern Starting a “CARE team” that meets regularly to discuss issues/concerns CARE team will consist of: department chairs, RHO’s, University Advisors, others TBD
	Any questions or concerns – contact Kristen Tener x. 1786
2. Planning Facilities Projects (Opp)	
	<ul style="list-style-type: none"> Discussed differences between projects vs. repairs There is an online portal to request repairs/maintenance Sign-in to CSUM website, left hand side, very last link Recommendation to follow-up with an email to Lisa Fowler, cc Chris Cohea
	Send all confirmations to Jessica McGinley to keep a database of requests Begin thinking of projects to submit for work in 2019-20
3. Boards, Councils & Committees Policy (Opp)	
	<ul style="list-style-type: none"> Edits to University Policy <ul style="list-style-type: none"> Michele Van Hoeck = IRA Committee convener Invite Jessica McGinley to IRA Committee meetings for Admin support
	Jessica McGinley will email policy to the Provost Council for additional edits
4. Sponsored Programs Update (Boe)	
	<ul style="list-style-type: none"> Forms are being updated to include the Deans in the approval process
	Timing is critical – when approving, please sign and move along quickly
5. Revised ROTC Language (Opp)	
	<ul style="list-style-type: none"> Stan Hebert, VPSA = point of contact regarding ROTC Stan is creating a list of all ROTC students # of ROTC students is increasing Provost met with Cal representative for ROTC and asked for flexibility, Cal Maritime must be flexible as well Since ROTC students need more flexibility in their schedules, they should receive priority registration
	Needs further discussion with Strategic Sealift Officer Program (SSOP)
6. WASC Update (Benton)	
	<ul style="list-style-type: none"> 1 week away from submitting self-study report to WASC Any feedback is appreciated
	Draft available online