



**Minutes – September 10, 2019 9-11:00am, 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, Dinesh Pinisetty, Rhonda Pate
GUESTS	Jessica McGinley
ABSENT	Marc McGee, Julia Odom, Priscilla Muha

1. Approve Minutes from August 27, 2019	
	<ul style="list-style-type: none"> Minor changes
	APPROVED
2. Emeritus Policy (Benton)	
	<ul style="list-style-type: none"> Edits made
	Graham will make the suggested edits and forward to the Academic Senate for review.
3. California Promise (Benton)	
	<ul style="list-style-type: none"> Draft presented to the group Edits made
	Graham will make the suggested changes and redistribute for confirmation.
4. Enrollment Management Consultant (Opp)	
	<ul style="list-style-type: none"> Hired Jo Volkert to assess where improvements can be made regarding recruitment & enrollment Jessica will be setting up multiple interviews with various people on campus
	Work in progress
5. AVP of Research & Sponsored Programs (Opp)	
	<ul style="list-style-type: none"> A position description was sent out to the Provost Council
	Send suggested edits to the Provost ASAP
6.	
7.	
8.	
9.	

Action Item	Responsible Person(s)	Comments/Status
Emeritus Policy edits & send to the Academic Senate	Graham Benton	Done
Edit the California Promise document	Graham Benton	Done
Setup meetings w/ Jo Volkert	Jessica McGinley	After contract is settled
Send position description suggestions to the Provost	Everyone	