

**Provost's Advisory Council  
Summary of March 26, 2015 Meeting**

Can Erbil (Chair)	Laura O'Dwyer	Siobhan Kelly
Min Song	Catherine Mooney	Hagop Toghramadjian
Anthony Annunziato	Theresa O'Keefe	Dean Rockwell
Devin Pendas	Daniel Chambers	David Quigley
Marie Boltz	Gregory Kalscheur, S.J.	Patricia DeLeeuw
Danny Willis	Thomas Wall	Joseph Carroll
Betty Blythe	Katherine O'Dair	Jessica Pesce
Lillie Albert	John Rakestraw	

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1. The summary of the February 26, 2015 meeting was approved. It will be sent to the President's Office. All summaries are posted on the Provost's Office website; members are encouraged to share them with colleagues.
2. Update on the New Student Progress Reporting System  
Guests: Linda McCarthy, Technology Director, Student & Academic Application Services; Chris Carpenter, Director, Academic Systems, Service Delivery & Web, ITS

Linda McCarthy and Chris Carpenter spoke about a new, electronic tool for student progress reporting. It will replace with a simple web form the mid-term progress report postcards and emails that faculty have previously received each year. The tool also increases efficiency and enhances security. ITS worked closely with Learning to Learn, AHANA, Learning Resources for Student Athletes, and the Connors Family Learning Center to develop it. When faculty log in at an email request, they see which students need a report. They can click on a box for "no updates" and move on quickly, or they can click on the student's name and input an approximate grade, test scores, class participation, absences, missing assignments, tutoring recommendations, etc.

Administrative offices began using the system in early January, and Pat DeLeeuw sent an introductory email about the system to faculty in February. The first student progress emails to faculty went out March 9. Progress reporting period end crd p0( p)-1.F(o f2(e)4(m)-2( t)-2(o f)3(a)-6(c)4(T works with other universities, told ITS that these rates were strong, especially for a school's first launch.

One Council member said it would be helpful to include "N/A" under absences, since many faculty teach large lecture classes and do not always take attendance. Another member asked how students are referred to this system; ITS explained that the initiators are Learning to Learn, AHANA, and LRSA. Pat added that this tool was intended to replace the paper postcards about students and to faculty who were already receiving them, but we could incorporate students with learning disabilities and others. Another Council member asked about FERPA regulations. ITS reported that the system is within FERPA guidelines.



traditional, discipline-based classes? Greg said that there will be a mix of both. The aim is for the group to sustain the faculty entrepreneurship over time. They can also help provide the incentive structure for faculty to develop new courses.

Another Council member asked about having an undergraduate on the committee. Greg Kalscheur said undergrads are being consulted in the Core renewal because the UCRC wants student input.

A Council member asked how the UCDC and UCRC will work together, since the UCDC appointments go until 2017. Greg Kalscheur said the UCDC would mesh into the UCRC instead of having two separate groups. Pat DeLeeuw said the relationship between this committee and departments will be important, as Core courses are currently owned by departments, but the new ones will be owned by the UCRC. David Quigley agreed and noted that cross-departmental collaboration should be a main goal of the new group.

#### 4. Affordable Course Materials

Guests: Margaret Cohen, Head Librarian, Educational Resource Center  
Clare O'Connor, Associate Professor, Biology

Pat DeLeeuw introduced the topic of the high cost of printing, textbooks, and course materials. She noted that Disability Services is concerned with the accessibility of textbooks, and the Montserrat Coalition focuses on the cost of textbooks for high financial need students.

Margaret Cohen chairs a committee which includes librarians, faculty from Economics, CSOM, Biology, and other offices. Their charge is to look at the escalating cost of books and to develop incentives for faculty to revise their curricula. Margaret said that college textbook prices rose 82% between 2003 and 2013, which was triple the rate of inflation. A national

survey showed that the average cost of a textbook in 2013 was \$110. (Tw0.023823M)gM)4(g)(1033.74-7(u)34(u)41 0

