Meeting convened at 11:00 am, October 22 2003 in Lloyd Dawe's conference room. Present: Richard Lee, Lloyd Dawe, Sylvia Burgess, Gary Buckley, Judy Neale. Absent: Sally Soelle

**Lectureships:** Provost Lee will send a memo out shortly soliciting proposals for use of lectureship funds. Receipt deadline for proposals will be December 1, 2003.

**Faculty Evaluations:** Provost Lee has all of the input from the Chairs and Deans regarding the faculty evaluation process. He will be working through this information in the near future.

**New Hires:** The Provost will share the initial information on new hires with the President.

**WOSC Relationship:** The Provost will be heading to WOSC on October to explore opportunities between our two institutions. In particular, there is an interest in ensuring a smooth transition between an AS degree from WOSC and our BS degrees.

**Update on Brewczynski Chair:** A print ad will appear in the Chronicle of Higher Education this Friday (October 24). The ad will appear three times.

**Update on CETES:** Construction on the remodeling of the existing Physical Sciences Building will begin in the Spring of '04 with completion sometime in December of '05. An interim advisory board will be formed to start dealing with the logistical issues of operation of CETES.

**Faculty Senate Meeting:** A discussion was held regarding potential topics that might be of interest to Faculty Senate. Contracts were identified as one topic. There will be no contracts this year and in future years there will be a letter of appointment instead. The Faculty Handbook serves as the contract. Post-tenure review was also discussed.

**Cooperative Agreements with Technology Centers:** The Provost is arranging a meeting with 3-4 Technology Centers to visit about cooperative agreements. He indicates two issues will likely arise. First, the Technology Centers have concerns about us charging Cameron tuition for courses offered on their site. Second, the question of how credits will equate between the institutions is of interest.

**Summer School Budget:** Summer school budgets will be out shortly.

**Summer School Format:** The Provost is interested in pursuing a flexible 3/6/9/12 week format for the upcoming summer. He currently has the Registrar's Office working on details of such a format.

**Institute on World Cultures and Languages**

The Provost is still looking into this concept.
Academic Festival: Spring of 2004 is the time to put out the call for ideas for a Festival theme for the '05-'06 academic year. The Provost will do so.

Revising of the Faculty Handbook: Any revisions we make to the Faculty Handbook will have to be in alignment with the Policy Manual of the OU Regents. The Provost asked the Deans to pay attention to that manual as they look over the Faculty Handbook.

Chairs and Administrators' Training: The Provost has presented a concept to the President for consideration which would provide some training for those in the Chair and Administrative roles.

Retention Task Force: Recommendations have been made about the membership of the retention task force. The President is considering these recommendations.

Appointment of a Faculty Member to McNair Scholars Directorship: This position is still not filled. It involves academic coordination of activities for McNair scholars as well as recruiting of McNair scholars.

Distance Education: The Provost has met with Karen Hardin to discuss Distance Education.

Research Day at UCO: Cameron has 87 registrants at UCO for Research Day on November 14. There are 15 oral presentations as well as 40 poster presentations.

Miscellaneous: Discussion was held regarding whether Cameron would have a No Child Left Behind proposal ready to go or not. Dawe had been working with a couple of faculty who were getting close to having one put together.

Meeting adjourned: 1:03 pm

GSB