

Office of the Provost Goals for 2016-17

Goal 1: Cultivate learning and discovery in students.

Support faculty work toward curricular innovation.

- Actively participated in Curriculum Committee and faculty retreat work
- Worked with Curriculum Committee leadership, Senate, Curriculum logistics group, First Term Seminar, Writing Across the Curriculum, and Three Crowns Directors
- Developed models for staffing a variety of potential general education curricular options
- Supported First Year Seminar pilot project; providing staffing for 2017-18 curricular pilots
- Kept the Cabinet and Board of Trustees abreast of progress regarding curricular innovation

Lead initiatives that enhance diversity, build cultural competencies, and develop global perspectives.

- Facilitated progress on the [International Student Task Force report](#) recommendations
- Supported Title IX coordinator, including support for education/prevention initiatives (community education)
- Supported progress on Gustavus Acts diversity initiatives and the PCDEI Blueprint development and implementation
- Evaluated and modified the faculty hiring/search process, including incorporation of implicit bias training
- Enhanced support for KCEL Faculty Associate for DEI

Support college-wide efforts to make evidence-based decisions that enhance the Gustavus experience of our students.

- Implemented course planning and staffing processes that engaged departments in using evidence/identifying priorities
- Engaged interdisciplinary programs in course planning and staffing processes
- Facilitated an assessment workshop and the gathering of evidence regarding institutional student learning outcomes
- Worked with the program prioritization subcommittee of the Faculty Senate to develop the draft criterion tool

Actively participate in campus-wide efforts involving academic, vocational, and career advising.

- Currently examining/revising responsibilities in the [Center for Academic Resources and Enhancement](#) (CARE - formerly known as Academic Support Center)
- In process of evaluating pre-professional advising
- Developed and conducted workshops for vocational advising (CIC/NetVue grant funded)
- Participated in implementation of new advising software
- Supported conference travel to learn more about vocational advising
- Involved in Gustavus Acts implementation plan development around academic, vocational, and career advising (Strategy 2.2)

Identify new ways to support and showcase student initiative and academic inquiry.

- Developed of database for faculty and student research, scholarship, and creativity; smooth information gathering
- Created [Provost Office blog](#) to showcase the academic program and research, scholarship, creativity, and dialogue

- Involved in Gustavus Acts implementation plan development around student initiative and academic inquiry (Strategy 2.1.1)
- Continually support of revision of general education curriculum that develops student initiative in academic discovery
- Lead work to create an Honors Day and [Celebration of Creative Inquiry](#) that meets our goals of celebrating student academic accomplishments

Goal 2: Support faculty in a culture of excellence and innovation.

Advocate for progress on faculty compensation and benefits.

- Created a prioritized, evidence-driven staffing model
- Worked with Finance division to increase transparency about compensation budget
- Reevaluated compensation for program directors
- Supported work in [Human Resources](#) to improve benefits packages
- Supported [Compensation Committee](#) efforts to clarify charge and review pay equity relative to peer institutions

Advance faculty research, scholarship, and creativity.

- Involved in Gustavus Acts implementation plan development around research, scholarship, creativity, and dialogue (Strategy 2.1.2)
- Continual support of grants office work; revisions to grant policies and support of new initiatives
- Involved in discussions about Professional Development Accounts (PDAs)
- Initiated Celebration of Learning and Development poster event
- Funded faculty conference travel and projects

Identify and address challenges in academic facilities, technology, and resources.

- Provided leadership on planning for Nobel Hall renovation and addition
- Engagement with Technology Services in developing a software inventory
- Hired retention and technology specialist in CARE
- Facilitated a smooth Anderson Hall transition and move-in process
- Provided leadership on academic repurposing of Mattson Hall space
- Engaged with new capital request process
- Initiated process of distributing Provost Office end-of-year funds to departments/programs

Strengthen the mechanisms by which we use evidence to make decisions regarding planning, budgeting, staffing, and resource allocation.

- Implemented course planning and staffing processes that engaged departments in using evidence/identifying priorities
- Increased communication between Provost and Finance Office
- Revised staffing request forms, timing, and procedure
- Created Provost Office funding request and follow-up prompts process
- Supported departments in the new zero-based budgeting model of resource allocation based upon need

Actively participate in the President's process to develop the structure of and to staff the Office of the Provost.

- Provided leadership on the working group to collect faculty feedback and develop a position description
- Restructured the Provost office team responsibilities to respond to needs and priorities across the Academic Program

Goal 3: Foster an inclusive community in which all employees thrive and contribute to the direction of the College.

Helping to lead the institution in creating and maintaining an inclusive and equitable campus.

- Actively participated in hiring and support of Title IX coordinator
- Refined search/hiring procedures, process, and timing with an emphasis on inclusion
- Involved in Gustavus Acts implementation plan development around curricular and co-curricular learning (Goal 2)
- Participated in PCDEI Blueprint implementation plan discussions and progress
- Enhanced support for KCEL Faculty Associate for DEI

Model effective communication across the college.

- Created [Provost Office blog](#) to showcase the academic program and other marketing strategies
- Made intentional effort to coordinate academic materials/webpages with Admission, GTS, and Marketing
- Facilitated frequent, productive, open sharing of information across divisions and with the faculty
- Created opportunities for more frequent small group interactions between Provost Office leaders and faculty

Develop means by which faculty can provide input on prioritizing initiatives and resources related to the academic program.

- Created course planning and staffing processes that engaged departments/programs in identifying priorities
- Involved in Gustavus Acts implementation plan development around resource planning and allocation (Goal 3)

Promote and enhance faculty leadership opportunities and experiences.

- Worked on defining/revising the process of administrative appointments
- Worked on revising administrative position descriptions

Create meaningful ways to signify the value of non-tenure track faculty to our community.

- Created opportunity for requests of two- to three-year appointments for non-tenure track faculty
- Reviewed and appointed first class of continuing faculty and established review processes
- Created the Provost Award for Excellence in Teaching of a Non-tenure-track faculty member
- Created opportunities for more frequent small group interactions between Provost Office leaders and non-tenure-track faculty