Members Present:
Margaret W. Baker, Dean, School of Nursing and Health Professions
Michael Beseda, Vice Provost, Strategic Enrollment Management
Marcelo F. Camperi, Dean, College of Arts and Sciences
Tyrone Cannon, Dean, University Library
David Donahue, Senior Director, Leo T. McCarthy Center for the Common Good
Shannon Gary, Dean of Students, Student Life
Jeff Hamrick, Vice Provost, Institutional Budget and Planning & Analytics
Michael J. Harrington, Associate Vice Provost, Office of Planning and Budget
Donald Heller, Provost and Vice President, Academic Affairs
Shirley McGuire, Senior Vice Provost, Academic Affairs
Shona Milazo, Associate Vice Provost and Dean of Student Academic Services, Student Life
Charles Moses, Interim Dean, School of Management
Deborah Panter, Associate Vice Provost, Educational Effectiveness
Anastasia Vrachnos, Associate Vice Provost, International Initiatives
Mary J. Wardell-Ghirarduzzi, Vice Provost, Diversity and Community Engagement & Chief Diversity Officer

Absent and Excused:
Julie Dowd, Director, University Ministry
Susan Freiwald, Dean, School of Law
Shabnam Koirala-Azad, Dean, School of Education
Julie Orio, Vice Provost, Student Life

Guests:
Tristin Green, Associate Dean, School of Law
David Kirmse, Associate Vice President and Director, Educational Technology Services, Information Technology Services

Provost Don Heller thanked the deans and Cabinet members who attended the Harvey Innovation Hive Groundbreaking event and the Campaign Leadership Launch Dinner on Friday, September 27, 2019.

Associate Vice President and Director of Education Technology Services David Kirmse led the group to Educational Technology Services’ website (https://myusf.usfca.edu/ets) and reminded them of the various training and services this unit provides to the university.

Next Senior Vice Provost for Academic Affairs Shirley McGuire and David Kirmse gave a presentation and overview on Curriculog, an online curriculum management system that automates the process of curriculum approval, helping colleges and departments to approve course and program changes and improve communication about the curriculum process across campus.

Some of the questions/issues/concerns about Curriculog are:
- Is there a grace period when making changes to the catalog before it is published?
• When changes are made, will previous links carry over?
  o  Follow-Up: Deborah Panter will investigate.
• Are we archiving older versions?
• Do we/will we have a system to look at transcripts? If a student looks at our catalog, will they be able to figure out which courses are transferrable?
  o  Follow-Up: Shirley McGuire suggested having a discussion about this at a future PC meeting.
• Budget workflow process for graduate programs is available in Curriculog, but is not currently in use.
• Is Curriculog able to route marketing intelligence?
• The Curriculog project is funded by the Provost’s Capital Budget.

There being no further business to discuss or transact, the Provost’s Council meeting adjourned at 10:45 a.m.

The next Provost’s Council meeting is scheduled on Tuesday, October 15, 2019 at 10:00 a.m. in Malloy Hall 230.

Respectfully submitted,

Tina Tsan
Assistant to the Provost and Vice President of Academic Affairs