

**Ferris State University
Deans' Council
Tuesday, August 28, 2007
8:30 a.m.**

Present: Kevin Alexander, Don Flickinger, Don Green, Ellen Haneline, Michelle Johnston, Matt Klein, Ian Mathison, Tom Oldfield, Bill Potter, Richard Cochran, Dave Nicol, Roberta Teahen

Guests: Dave Eisler, Cheryl Cluchey

Tom reported

12950

9626

Kendall, online, campus
on campus (+ 226)

(548 05', 568 06')

Japan Faculty Opportunities

Japan Center of Michigan Universities: Scholar Program – Robbie referenced the attachment regarding a scholar program to Japan and asked the Deans to share with faculty. Those interested would need to apply for a sabbatical, the timing will work since it would be for the following academic year

Study-Abroad Policies

Matt discussed the proposed Study Abroad Policies, including potential liabilities. Committee members include Robbie, Cheryl, Michelle, Matt.

UCEL Incentives

Don Green discussed the UCEL Incentive figures for 2007. UCEL/FSU-GR finance operations will now be directed to the Business Office at the Big Rapids Campus. He also discussed Grand Rapids and handed out the 2006-7 incentives to the Deans.

Make-Up Testing

Matt discussed centralized make-up testing for students testing. Budget to maintain the testing service was discussed. There is currently an Adult PT who is compensated for 2 days / 4 hours at \$1500 per semester. Spring 07, 40 tests were administered (ground course). FLITE can support makeup testing. Work will begin with FLITE to schedule testing times and direct the responsibility back to faculty to schedule the times.

Review of NMC Visit

Several reported on the follow-up to NMC visit July 27, 2007. The following were discussed

Maritime Academy

1. Merging of 140 credit hours
2. NMC was impressed that FSU admissions and Financial Aid came there on the weekend for the Maritime Academy
3. Increased enrollment to 150

The College of Education and Human Services will up date their contact sheet to provide the NMC so their staff knows who to contact. Transfer guides will also be kept current. Allied Health Sciences will work with the program coordinator

and look at the inconsistencies on the webpage to make things easier to look up for the counselors

NMC would like to have a particular format with NMC transfer. They would like a definition of a Gen Ed requirement. They also pointed out that a Transfer office is needed at Ferris. A decision needs to be made if Ferris is going to use the MACRAO or transfer plans. Also they suggested that transfer guides be uploaded to websites.

Policy revisions/Updates

Michelle Johnston discussed the co-listed undergrad/grad courses and the faculty compensation policy.

Deans were reminded that the post-tenure review notebooks should be returned to faculty

Summer grade reporting issues. Faculty need to be reminded to get grades in on time.

Don Flickinger discussed the academic policy for 300-400 level course requirements for degrees.

-College counselors should be asked to review current B.S degrees to determine if any do not meet the requirement of 40 hours of 300-400 courses.

Regarding grade repeat academic policy, currently, the best grade is used in GPA calculations. A change in this policy to use the most recent grade in GPA calculations was discussed. Don Flickinger will research other institutions' policies.

Announcements

Don Flickinger updated the group on the Xtender software. Xtender will replace docushare

TRENDS Conference will be held October 25 & 26, 2007 at the Amway Grand in Grand Rapids. Gretchen Spedowske will be helping with the Ferris table. Please send brochures and/ or information to Gretchen by October 19, 2007.

Don Flickinger will be working on a draft of the Pandemic Flu response plan policy to be discussed at a future meeting.

Tom Oldfield reported that the colleges should continue to develop strategic planning at the college/department level. Dave Eisler reported that the Unit Action Planning would be a transitional piece from this year to next. Please send thoughts about the UAP process to Tom for next DC meeting.

Robbie Teahen discussed the assessment conference and will be inviting the VP's. Assessment committees will be invited. She will need the names of assessment committee members from the colleges so they can be invited. She also mentioned, that the student evaluation of online instruction for Summer 07 showed students are less satisfied with instruction.

Matt Klein addressed the funding of Arts & Sciences special events.

Michelle Johnston handed out a sheet that shows how their college is using the NSSE data.

Bill Potter reported that Disability Services is now a part of the Educational Counseling center. There were 100 students registered for services. He also reported that 36 faculty participated in the Political Engagement Project this fall. Anyone interested in a free subscription to the New York Times, please send an email to Bill.

Ellen Haneline reported that College of Allied Health faculty has full enrollment. She is working on converting an account clerk position into a secretarial position to help with off-campus needs.

Dave Nicol reported that the College of Business had to turn away some grad students because the program is at capacity. There has been an increase in the international student numbers.

Richard Cochran handed out the FLITE report. 28,455 online journals have been completed. The north service desk will be relocated during semester break.

Don Flickinger reported that the IRC is now in full use. Also handed out was a copy of the classroom renovations and seating caps for the rooms.

Tom Oldfield reported on the American Democracy Project. He also is working with Dan Burcham regarding International recruiting and new location of the office. Enid Carlson-Nagel has joined the Academic Affairs office working with grants and online learning.

Adjourn

The meeting was adjourned at 10:20 am