

September 14, 2010 DEANS' COUNCIL Meeting Minutes

Attendance: Mike Cron, Steve Durst, Fritz Erickson, Don Flickinger, Don Green, Ellen Haneline, Reinhold Hill, Michelle Johnston, Ron McKean, Leah Monger, Dave Nicol, Bill Potter, Robbie Teahen, Kim Wilber

Guest: Gretchen Spedowske

Policy/Procedure on Responding to Allegation of Research Violations (emailed handout)

Gretchen Spedowske discussed policy/procedure for responding to allegations of research violations. Discussion centered on the Federal requirement for strict guidelines, using a universally-adopted, institutional policy and identification of who would serve as a "research integrity officer." A policy would ultimately need to be approved at the senate since it would be at the institutional level. Colleges should not develop their own policy but adhere to the institutional policy. A decision as to which senate subcommittee will review it will need to be made.

Action: Fritz will ask for feedback from the Academic Senate president.

Honorary Doctorates – Fritz Erickson

Fritz Erickson announced the deadline to submit names for honorary doctorates. The objective is to recognize those in the community and professions who have made major contributions. Submissions should not include any present or former employee of FSU. The nominee may or may not be an FSU Alum.

Action: Submit name(s), along with a paragraph summary indicating the individual's background and reason for the nomination to Robin by September 29.

Curriculum Proposals – Don Flickinger

Don Flickinger stressed how important it is for deans and departments to review all of their curriculum proposals and course revision forms for accuracy. It is the responsibility of the college to review obsolete and inaccurate materials prior to forwarding them on. Submitting current and accurate information will prevent materials from being returned to the colleges for corrections and will help create a smoother and faster review of the curriculum at the UCC. Review all materials carefully for accuracy before signing them.

Justification for the Replacement of a Position in the School of Criminal Justice (emailed handout)

Michelle Johnston distributed a revised handout and discussed the position and the need to have it replaced. After review and discussion, Provost Erickson asked for a recommendation vote regarding supporting the position replacement. The vote was unanimous in favor of replacing this position. Dean Johnson thanked the deans' council for their review and support and requested that the criteria be reviewed for process and said that more information should be included.

Academic Degrees – Robbie Teahen

Robbie Teahen initiated a discussion on the need to have official transcripts for administration and faculty on file in anticipation of HLC review. She has been working on obtaining the data from the HR office and asked the deans to help secure missing official transcripts. An individual's terminal degree is the most meaningful transcript to retain on file.

Action: Robbie will email a list to the deans for their review.

Over

Transfer Policy and Procedures Draft

Robbie distributed a draft document. Discussion centered on the most appropriate ways to be more responsive to the needs of transfer students. Further discussion included concern that policy should be separated from procedure, whether there should be college-level policies in addition to institutional policy and the need to take advantage of opportunities with community colleges. Discussion began on national best practices. Fritz reiterated that the current premise is to organize and standardize procedures in order to develop a mechanism to create a smoother process for students.

Action: Transfer policy and procedures will be the primary topic on a future meeting.

Discussion began on MyDegree (handout). Robbie discussed how MyDegree could be useful as an informal approach to helping a student with their basic transfer needs

Deans' Council Charter Update (emailed handout)

Fritz reviewed the current charter and operational plans. This document will be updated on the Web prior to the HLC visit.

Action: Review document and send input to Robin by October 15.

Academic Meeting Schedule:

- 1st Tuesdays – Academic Senate or Committee Meetings
- 2nd Tuesdays – All-University Meetings
- 3rd Tuesdays – Department Meetings
- 4th Tuesdays – College-wide Meetings

In addition, Thursdays at 11:00 a.m. should be reserved for faculty development and the Faculty Center for Teaching & Learning development activities. The 5th Tuesdays/Thursdays meeting dates are open.

Don Flickinger gave a negotiations update.

Budget Sessions

Fritz discussed open budget sessions. It was decided that Fritz and Kim will do a presentation from 11:00 a.m.-noon on a Tuesday or Thursday.

Discussion began on non-credit classes and training online. There will be broader discussion on these and Banner issues.

Round Table

The Deans' Council welcomed Steve Durst as interim dean for Pharmacy; his appointment will be effective October 1, 2010.

Steve announced that Pharmacy accreditation site visit is currently underway.

Mike Cron shared that the new Optometry building construction is going very smoothly.

Michelle Johnston announced that the CJ students were recently involved in a community service event involving a race and their team won.

Reinhold Hill said that CAS has started the process to investigate a 'pay-to-print' system for Arts & Sciences and the group gave suggestions on possible vendors and processes.

Reinhold initiated a discussion on adjunct faculty who teach in multiple FSU colleges. Discussion centered the need to effectively monitor and manage the hours taught by adjunct faculty.

Bill Potter announced that the Political Engagement Project has sponsored a panel discussion to be presented on September 16th regarding immigration and border issues currently facing the United States. Additionally, guest speaker West Cosgrove, an expert on immigration, will discuss immigration issues on Thursday, September 30. The Political Engagement Project has also sponsored a Constitution Week Trivia Contest for Ferris students.

Leah Monger shared that there is a "Mystery of FLITE" quiz currently under way.

Ron McKean announced:

- The Surveying Engineering program recently received consigned equipment valued at \$1M.
- The Miller Electric Company's traveling classroom/semi-truck is on campus this week for tours.
- CET's welcome back student picnic begins at 6:30 pm on Thursday, September 16, 2010
- CET has been invited to attend a meeting involving the Cadillac Innovation Center which has expressed interest in Ferris and exists to incubate new businesses.
- CET has begun investigating the need for student laptops in the classrooms. Please send input to Ron about any experiences that your college has had in this area.

Ellen Haneline shared information about the first ISD Health Academy in which fifty high school students were involved. She is also excited about the possibilities of future successes.

She also shared that the faculty have been working on establishing a minor in Health Informatics.

Don Green:

- Announced that revenue has been transferred out to the colleges.
- Requested an hour at a future DC meeting to discuss strategic plans for other campuses offerings.

Robbie Teahen:

- Discussed the need for a policy regarding administrators teaching. Fritz noted that dialog will be continued on this topic.
- Announced a reception that has been scheduled in Grand Rapids, in association with the Trends Conference, on Wednesday, October 6th from 6:00-8:00 p.m. There will be a brief presentation at 6:30p.m.

Dave Nicol:

- Shared the success of the recent President Invitational golf outing, which is a fund-raising event for the PGM program.
- Announced that the Music Industry Management program was involved in FSU's first football game this season.
- Noted that the College of Business student picnic is scheduled on Thursday, September 16 at 5:30 p.m.

Don Flickinger stated that the FSU General Education Task Force desires to meet with the colleges.

Action: Contact Don with a date/time and he will contact the General Education Task Force members and will ask the colleges to schedule a meeting.

Next meeting scheduled: Tuesday, September 28.

Respectfully submitted by Robin Hoisington