

DEANS' COUNCIL MEETING MINUTES - Tuesday, June 8, 2010

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

Budget Forecast Discussion

Fritz Erickson opened a discussion on the budget, future budget forecasts and reductions. Discussion began on ways that the division could be more productive by reviewing processes and redundancies.

Discussion notes:

- We need to keep in mind the requirements of accreditation and facility maintenance – these issues will always remain a constant in budgetary matters.
- Self-supporting areas should pay for themselves (the Provost's Office would be open to creating a "bridge" for a year with the understanding that the area would be self-funding within the year).
- We need to review the Corporate and Professional Development Center (CPD). Ron McKean discussed the CPD and said it should be maintained as-is to retain grants that are maintaining momentum.
- We need to review divisional administrative structures, instruction and administration costs.
- Enrollment is key.
- We need to be responsive to nontraditional students and review on-line course offerings .
- We need to remain cognizant of the fact that enrollment and college growth have costs associated with them.

During a round-table discussion, the deans discussed some of their current plans to help offset some deficits.

Important note to remember: All position vacancies are captured at the Provost's office for review.

Action: Send suggestions/ideas/input to Fritz Erickson regarding offsetting deficits and how to meet the obligations of budget reductions.

Reminder: The topic of budget reductions will be continued at the June 22, 2010 Deans' Council.

Equipment List

On Don Flickinger's behalf, Kim Wilber discussed the Equipment list. Distributions were based on requests and credits produced (lab/lectures/combined). Equipment items funded through the Perkins grant are not included on this list.

Fiscal Year 2011 Budget Allocations

Kim said that the fiscal year 2011 budget allocations will be distributed soon.

Action: Return completed forms to her by June 18.

Academic Incentive Fund

Kim said that the Academic Incentive Fund amount is \$193K in base – this is remaining in the Provost's Office and will be discussed at a future Deans' Council.

New Faculty Orientation Week Schedule (Monday, August 16 - Friday, August 20, 2010)

Robbie Teahen gave a brief overview of the new faculty orientation schedule.

Letters will go out from the Colleges. Direct the faculty to the FSU FCTL Website at http://www.ferris.edu/fctl/New_Faculty/NFOW2010.htm

Action: FCTL will send out a current version of the schedule.

Faculty Professional Week Schedule (Monday, August 23 - Friday, August 27, 2010)

On Todd Stanislav's behalf, Bill Potter discussed the Faculty Professional Week schedule. It was agreed that the President and Provost will meet with the colleges on the mornings of Monday and Wednesday, August 23 and 25 (this is a change from past schedules where 8am-5pm on Mondays were held for college meetings).

Procedural Reminder When Hiring New Employees

Fritz Erickson reminded the deans that paperwork for new hires must be approved by the Provost's Office prior to offering jobs and/or sending letters of job offers.

International Center DVD

Fritz Erickson said that the Provost's Office will pay for the International Center Recruiting DVD.

Planning Goals for Next Academic Year

Fritz Erickson discussed his five major Academic Affairs plans for the upcoming academic year:

1. *Reviewing academic organization:* Academic Affairs has a unique opportunity to consider our academic organization as it is today and how we believe it should be for the future. This year we will develop an open, transparent process that seeks broad engagement and input into defining the next iteration of our academic structure and organization. With no preconceived outcome other than a willingness to consider all options, we will look to develop an academic structure that will guide us for the foreseeable future.
2. *Plan to enhance student success:* There is no more important goal than helping each and every student succeed at Ferris. A large part of that success is a great education and a great experience that leads to graduation and the beginning of successful and rewarding career. Through maintaining high academic standards, our focus needs to be on helping students successfully move from one year to the next, retaining students, providing students with the engaged experiences and keeping students on track toward graduation and beyond.
3. *An Academic Incubator:* Our service to students depends on our ability to continue to offer high quality academic programming that is relevant, cutting edge and reflects the future needs of students and our state. To add to our many great academic programs, we need a mechanism to support and encourage new academic program development. Creating an academic incubator will allow us to have process where faculty can explore new programming and be provided the support and resources to think broadly, take academic risks, and create those programs that will contribute to our continued mission.

4. *Online*: Student demand and interest in online course and program offerings continue to grow. This year we need to conclude the work of the various online communities and create a clear and direct mechanism for supporting online and supporting the growth of online offerings that best fit our academic mission and our commitment to students.
5. Grants Office: Ferris State University is in a wonderful position to see growth in the area of external funding. However, to maximize the opportunities and interests of so many faculty members, we need to develop a seamless support structure that not only encourages grant and external funding development but provides high quality support that makes grant acquisition possible.

National Survey of Student Engagement (NSSE) – (Handout)

Robbie Teahen discussed the NSEE survey information and focused on the peer institutions. Review the information and the institutions on the handout. Make a note of those you want deleted, and add in those to which you want to be compared.

Action: Return completed form to Robbie by Friday, June 11.

Grand Rapids Convention Bureau

Robin Hoisington mentioned that Nancy Ruppert of the Grand Rapids Convention Bureau left information with her regarding the Convention Bureau and would be happy to work with anyone with interest in hosting their regional and national conventions at the Grand Rapids facilities.

Roundtable

Michelle Johnston was happy to report that the Michigan Commission on Law Enforcement Standards (MCOLES) Training Administration Unit gave a successful evaluation report to the School of Criminal Justice's Law Enforcement Academy in May because all 42 students passed the certification test and responded positively to the exit interview.

Michelle also discussed a pilot program for student teachers involving on-line.

Mike Cron discussed a recent event sponsored by MCO where an alumnus, who was a guest speaker, challenged the attendees to help him raise funds for the new Optometry building. Mike was happy to report that \$10,000 for the building was raised during in this event. Mike also helped raise funds by being dunked more than once in their dunk tank.

Bill Potter was pleased to say that academic advising training has been a success. He also said that University College has been piloting on-line advising for a Math class, and he will bring back information on it.

Ellen Haneline related a story about great recruiting opportunities that exist in California.

Respectfully submitted by Robin Hoisington