

DEANS' COUNCIL

MINUTES

April 7, 2009

Present: Dan Burcham, Don Flickinger, Ellen Haneline, Paul Blake (for Michelle Johnston), Matt Klein, Leah Monger, David Nicol, Tom Oldfield, Nancy Peterson-Klein, Deb Cox (for Bill Potter).

Enrollment

Enrollment data was distributed by Dr. Burcham for the current week.

PC Replacement

Don Flickinger indicated that he received a call from John Urbanick asking if Academic Affairs will be replacing computers and giving employees a choice of laptops or desktops. Discussion followed on the pros and cons of delaying the purchase of computers for a year. Dr. Burcham asked if the laptops were purchased, would this equipment be more useable or is this a place to obtain some savings. The Deans suggested that the PC replacement program be reviewed as well as the bumping process for computers as some employees can keep their machines until they do not work anymore.

IP Grades

Don Flickinger explained that the language makes it impossible to manage the IP grades in the system. Kristen Salomonson had explained to him that there is a large number of IP grades that have been placed on the system and there is no way for the Banner system to close out the IP grades. Don indicated that some students have graduated and still have an IP grade. He explained that an I grade automatically goes to an F.

Matt Klein and Don Flickinger will review this further.

Summer Class Size

Don Flickinger questioned what the minimum class size is for full pay. Dean Oldfield asked what the class size should be to at least break even. Many Deans indicated that the smaller class sizes are needed for upper level students where the student "needs" the class. It was suggested that the criteria that is being used for exceptions to class size be reviewed as well as how these classes impact enrollment for Fall and Spring. It was suggested that the Deans bring back to the next meeting the criteria that are used to justify the summer classes then a review of the broader issue will take place.

Dean Haneline noted that we need to be sensitive to our market.

Don Flickinger indicated that CPTS staff is spending much of their day answering calls from on-campus students who would like to take on-line courses. They currently have a waiting list of 300 students and were asked to start placing students into the classes as students were going elsewhere.

Deans' Council
Page 2
April 7, 2009

Don Flickinger distributed a draft memo from Robbie concerning Summer Semester on-line teaching contracts. She explained that the Deans will be processing the paperwork and sending it to CPTS even though the FOAP is centrally funded. The Deans questioned why it would not go to the VPAA office since it was funded centrally. Further discussion will take place with CPTS at the next meeting.

Late editorial note from Robbie: The only administrative staff whose current roles include service to online offerings are individuals within CPTS, and this role will continue in the new budget year, with their positions also being funded centrally. Thus, they are doing the Academic Affairs Office's work with the online courses and payments.

Policy Updates

Don Flickinger distributed the Academic Withdrawal Policy and explained that Kristen Salomonson suggested that #4 of this policy be eliminated due to Title IV regulations.

Don Flickinger asked that the Deans review the Satisfactory Academic Progress Policy from the Financial Aid Office. Number III.c. regarding repeating courses was questioned as well as II. GPA requirements for graduate students. Don Flickinger will review this further with Kristen Salomonson and determine how appeals are handled.

Reflections on College Success Stories

Dan Burcham explained that the President was very pleased with the college meetings and both he and the President had learned a lot. Many colleges were assisting the community as well as internationally.

Annual Plans

Dan Burcham indicated that he was taking everything forward on the Annual Plans. He reminded the Deans that many requests are being dealt with internally. The Deans questioned the status of their rollover money and Dr. Burcham indicated that he would not be doing anything with it as many Deans have plans for it.

Dr. Burcham did remind the Deans of the 2% budget savings for general fund. Dean Klein questioned the issue of release time and stipends and this will be placed on the next agenda. The Deans questioned the amount that they need to come up with as the President has mentioned several different percentages.

Relationship Building

The Deans questioned if another date had been set for the relationship building meeting. Dr. Burcham indicated that one had not been set.

Small Class Size

Don Flickinger indicated that he was reviewing the small class sizes for Fall and Spring semesters per the President's request. After much discussion, the Deans suggested that Don Flickinger speak to each Dean to determine if the information is correct prior to submission.

SPARC

All the Deans were encouraged to attend the SPARC meeting on Wednesday.

Announcements

The Deans' meeting as well as the Dale Feinhauer meeting scheduled for tomorrow is cancelled.

Don Flickinger met with the General Education Task Force last Friday and explained what the project would involve. He wanted the task force to understand the project and timeline before an announcement was distributed with committee members listed. The minutes of the task force meetings will be recorded and posted on-line.

Nancy Peterson-Klein indicated that a capstone seminar is being held prior to the Optometry students taking Part III of their Boards and is sponsored by industry. This will assist the students in understanding the importance of industry representatives and joining a national organization in support of their profession. The Optometry groundbreaking ceremony will take place on May 8th at 10:30 a.m.

President Eisler reported that he attended the final two "Share Your Successes" meetings with the colleges. He noted that he had learned a lot from this process and thanked everyone who participated.

President Eisler also indicated that he has taken all the suggestions and compiled and grouped them and will be sharing this document at SPARC. He encouraged the Deans to attend SPARC. He also indicated that there are some interesting documents coming from the US Department of Education and the stimulus funds. He asked how much we wanted to restrain tuition to assist students in these economic times. President Eisler announced that the "Ferris Cares" fund will be established to assist those students with extreme financial circumstances. He encouraged the Deans to transfer funds for this initiative.

Tom Oldfield reported that the osprey is back on the nest. He also indicated that the Human Power Vehicle competition will be held and encouraged students from other colleges to participate.

Deans' Council
Page 4
April 14, 2009

Dave Nicol thanked everyone who participated in the Hospitality Gala. He also noted that the first annual MIM fundraising event was held and that the performers for the evening provided additional support and met with students.

Respectfully submitted,

Linda Telfer
Executive Secretary to the
Vice President for Student Affairs
Acting Vice President for Academic Affairs