

DEANS' COUNCIL

MINUTES

July 21, 2009

Present: Fritz Erickson, Don Flickinger, Don Green, Ellen Haneline, Michelle Johnston, Matt Klein, Leah Monger, Van Edgerton, Ron McKean, Greg Wellman and Robbie Teahen.

Revenue Expenditure Picture Summer Online Offerings

Robbie Teahen distributed a draft report summarizing Online Revenue and Expense for Summer 2009. She will contact Cheryl Cluchey to find out if this includes all summer online courses, or if this just reflects the courses offered to date. Also, she will find out if this includes 12-month faculty. This data does not take into account any overhead costs of operation – it just reflects the direct expenses.

Robbie also reviewed the handout, “College Online Strategic Alignment Plans” with everyone present. This will be reviewed at the Chairs Council this morning. The online committees hope this will be helpful in planning growth in online courses. They hope to learn if colleges plan to offer any additional programs either partially or wholly online.

Budget Review Process

Fritz Erickson would like schedule meetings with each dean and their budget person, and any other person they need, to discuss their college budget. Kim Wilber will also be at these meetings. The deans would like to have the most current rollup reports with carryforward dollars for each college. Mo will schedule these meetings with each of the colleges.

Status of classes having an online presence for Fall 2009

Don Flickinger reported that we have approximately 85% of courses available online. In planning for a potential flu situation during a semester, they want to insure that all faculty have access to and are able to communicate with their students via FerrisConnect. The goal is to insure we have access available for all faculty so they can carry on instruction without having to be in the classroom should the need arise due to a pandemic event. It was suggested that we may need to conduct an inservice for all faculty the first week of classes. It was also suggested that this be coordinated at the off campus sites. Don will invite someone from the Faculty Center to attend the next Deans' Council to discuss this. Don will follow up to see the exact number of faculty (both full and part time) who have had this training.

SSB Office Hours for Fall 2009

Don Flickinger reminded the deans that faculty are to post their office hours on the SSB (Self Serve Banner system) starting this fall. Kathy Fisher will run a report that will show who has not entered their office hours. They plan to have an “How To” for faculty during the New Faculty Orientation Week, and they can provide this for faculty for fall semester also.

Public Health Emergency Plan

Don Flickinger has the college plans in the event of a pandemic event. The plan is under continuous development.

Committee Task Force

Don Flickinger reported the SPARC group is reviewing the committees campus-wide. They hope to streamline and possibly reduce the number of committees.

Conflict Resolution Committee

Don reviewed how this was implemented. He has a student researching by college how students are able to handle complaints. The committee is trying to locate any gaps in policy that could make it difficult to know who to contact and what the next steps are in the process. Don said that generally, the Dean's decision is the final one. If a student does come to our office, Don reviews the complaint along with the supporting documentation from the college. But the dean's decision is final. Don Green also asked that the College of Professional and Technological Studies be notified of decisions that could impact on their students'.

Administrative Compensation

The deans discussed how administrators are compensated if they teach a class for the University. They reviewed the practices that have been followed in the past. A committee was formed to review this to establish a policy. The committee is made up of Michelle Johnston, Bill Potter and Don Flickinger.

Energy Task Force

Don Flickinger gave an overview of how this group is looking for efficiencies in daily operations of the universities. Their main focus will be directed towards energy savings. It was asked if the committee is looking at the possibility of funding from federal dollars. There are a number of initiatives at this level the University could tap into. Jerry Scoby is the chair of this committee, and he would be interested in learning about any of these grants or funding initiatives.

Negotiations Update

Fritz talked to the Deans' Council about the upcoming contract negotiations with the faculty. He stated there is a strong commitment by the university to have an open process. He talked about the role the deans have in this process. Don Flickinger and Dave Nicol are on the negotiating team.

Announcements

- Fritz said we are gearing up to begin the search for the Executive Secretary to the Provost. Fritz asked the deans to send to him their specific thoughts on what skills and qualifications this individual should have. They need to get this information to him by Thursday of this week.
- Ron McKean reported that Tom Oldfield is in South Carolina visiting FLUOR Construction Company. The College of Engineering Technology is working on the restructuring of the college. The Automotive and Heavy Equipment programs recently received a donation of a Toyota truck from HINO Corporation. Ron also stated three of their areas, Automotive, Electrical and Mechanical are preparing for self study review with ABET (Accreditation Board for Engineering and Technology).
- Matt Klein reported they are converting the locks in the Arts & Sciences Commons complex to a slide card similar to what students use in the dormitory. He will follow up with the Deans' Council to let them know how well this system works.
- Michelle Johnston reported that based on the reports from Enrollment Services, their college shows an increase in enrollment for Fall 2009.
- Leah Monger reported they have transitioned to the Lotus Notes Time off calendar in FLITE. As part of the welcome back activities for Fall Semester, they plan to have an indoor golf tournament in FLITE. This is scheduled for Friday, August 28, 2009. They hope to get new students introduced to the library and the facilities available for their use.
- Don Green said he received a call from Michigan Works recently. They want to know if Ferris is developing any alternative energy degree programs. Don also reported the Digital Animation and Game Design students worked on the production of the "Mark Kistler's Imagination Station," starting this Fall on Public Television. The link to Mark Kistler's site is: <http://www.draw3d.com/TV.html>
- Van Edgerton said the College of Business is planning some activities for the 125th Anniversary. This topic will be on the agenda at the next Deans' Council.
- Don Flickinger reported we will have Art Chickering as a General Education guest speaker for the Kick Off Activities. He is well recognized nationally in education. More information will be forthcoming.
- The Military Leave Policy is now posted to the website.
- The University and the FFA have started to work on the review of the market adjustments for this year.

Meeting adjourned at 10:35 a.m.