

DEANS' COUNCIL

MINUTES

August 12, 2008

Present: Dan Burcham, Richard Cochran, Van Edgerton, Don Flickinger, Don Green, Ellen Haneline, Michelle Johnston, Matt Klein, Tom Oldfield, Nancy Peterson-Klein, and Roberta Teahen.

Guests: Gloria Lukusa, David Pilgrim, John Urbanick, and Robert vanderOsten.

FerrisConnect

Robbie Teahen explained that WebCT will not be utilized in the Fall and that the campus would be going to FerrisConnect. The question was asked if we were prepared for this transition. Gloria Lukusa indicated that the transition was reviewed and that the following will be implemented:

- Refresher courses will be put in place for faculty.
- One-on-one assistance will be offered for faculty.
- Website will contain pertinent information.
- Drop-in assistance will be provided for faculty.
- Clinics will be held.
- Telephone assistance will be provided for both students and faculty.
- TAC will be available throughout with exclusive support after September 5 for both students and faculty.
- Brochures are developed for student information.
- Tutorials will be provided for both students and faculty.
- Tips and Tricks for faculty will be available.
- Roadshow developed for faculty.

It was suggested that a FerrisConnect presentation be presented to the Deans' Council.

John Urbanick distributed a flier on the most popular questions that are asked about FerrisConnect. Don Flickinger questioned who would make sure that the technology in the classrooms is ready to go. John indicated that they have a classroom readiness program and you can access the status of the readiness on-line as well as the computer replacement project.

John also noted that he received an e-mail from the Deans regarding telephones in the classrooms which indicated that a simple phone could be used for the classrooms. After much discussion, the Deans still wanted to wait until their faculty returned to receive faculty input. The Deans did not feel that a simple phone was what the faculty wanted as students will call into the classroom. They would prefer an emergency phone with two buttons. John indicated that the project will slow down so that the Deans can discuss the project with their faculty.

Robbie indicated that a FerrisConnect celebration will take place on September 10th from 5:30-7:00 p.m. on the fourth floor of FLITE.

College Diversity Work Plan

David Pilgrim announced that bookmarks are available with the University mission statement, vision statement, and core values. He indicated that a plan is in place for marketing this as well and that there will be new banners. David noted that each Dean's Office will be provided with materials. He also announced that in March, 2008, the Diversity Plan was approved and that each division should produce a Diversity Action Plan in collaboration with the divisional Diversity Workgroup. He asked that when search committees are formed, a person from the Diversity Workgroup be included. These individuals can be both a resource and will be able to monitor the proceedings. David encouraged the colleges to develop a couple of ideas to promote diversity. He also indicated that when individuals are invited to campus that they are allowed to stay in Grand Rapids and when visiting campus maybe a dinner at someone's home would be more welcoming.

David Pilgrim indicated that the colleges would be asked to prepare semi-annual reports, one in July and one in January.

Strategic Planning

Robert von der Osten announced that the Strategic Plan will be rolled out on Founders' Day along with the timeline. He indicated that there will be one mission statement for the whole University and that the other areas will have a statement of purpose. Discussion followed on accreditation issues in which the colleges/programs are required to have their own mission statement. Robert indicated that he was aware of this and that this can be worked through but that the college purpose of statement must align with the University mission.

Robert also spoke on the UAP process. He indicated that the University needs to be more up-front with the funds available, as well as the criteria for funding. The new UAP process is not a wish list but will allow for long-term planning at the department level. Robert also indicated that most decisions will be made at the college level and that prompt responses are wanted to these requests. The colleges will forward their plans to the Vice Presidents who will in turn take them to the President's Council. Clear templates will be used for this process. Robert also indicated that the colleges will be asked to find additional funding for initiatives and that a transition process is in place. He also noted that timelines may vary by area. If anyone has further comments, they can be sent to Robert von der Osten by Tuesday of next week.

Adjunct Faculty Pay

Don Flickinger announced that he and Dr. Burcham met with President Eisler regarding compensation and benefits for adjunct faculty. He indicated that the base increase does not affect the faculty who are above the minimum pay already. He asked that the Deans keep

Academic Affairs informed about the anomalies. Dean Klein suggested that a template be developed; he and Dean Johnston volunteered to work on this.

Good News

Tom Oldfield announced that he met with Bob Ewigleben regarding the Ed.D. degree. He also indicated that the College of Technology is looking at working with manufacturing companies in Grand Rapids. Tom indicated that MODAC is developing an articulation agreement that would grant credit for apprenticeship experience in construction programs and that we are considering participating in that articulation agreement.

Matt Klein reported that they are still hiring people for Fall Semester.

Michelle Johnston noted that Criminal Justice conducted their defensive driving course. She also indicated that CJ has always been ranked in the top ten schools in U.S. News and World Reports ranking. She has arranged to meet with people at the number one school in New York.

Nancy Peterson-Klein indicated that the Michigan College of Optometry will be working on the Telemedicine Project which is a \$400,000 grant for three years with St. Mary's Hospital in Grand Rapids.

Ellen Haneline indicated that they are still looking for faculty members and has concerns about the review process. She also indicated that the Allied Health classrooms are not completed yet but should be by September 2 which may be a problem as the faculty need to get the rooms set up before September 2.

Van Edgerton reported that the search for the new college counselors is progressing well.

Don Flickinger indicated that Fred Heck has agreed to serve as the General Education Coordinator for the next two years. Don will be working on:

1. Extensive student absences on mid-terms and final grade sets with Jo Gerst.
2. Number of proficiency credits that count towards degree.
3. Programmatic marketing document

Richard Cochran noted that a sixth member of the on-line catalog system was added. Richard spoke of the proposed move of the Office of Multicultural Student Services to FLITE and indicated that there was much concern with the move even though arrangements were being made for more 24-hour accommodations.

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Robbie Teahen indicated that:

1. She will forward a list of all people at the University attending the Lily Conference in Traverse City. The Deans were asked to review the list and let her know if any changes need to be made. She announced that Academic Affairs will host a dinner on September 19th for FSU participants.
2. The Academic Affairs newsletter will be going to print today.
3. Assessment mentors are needed by early September. This person can be a HLC person who will work with faculty one-on-one.
4. TracDat is off and running. The Deans will give permission to their employees who will be able to review this. She also indicated that the accelerated learning workshops are being held right now.
5. The Faculty Center faculty development day will address the emergency issues with Marty Bledsoe.

Dan Burcham indicated that the Board Retreat went well and that the MSU proposal for Pharmacy is being worked on as well as pharmacy salaries.

Respectfully submitted,

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