

## **DEANS' COUNCIL**

### **MINUTES**

**November 11, 2008**

**Present:** Dan Burcham, Don Flickinger, Don Green, Michelle Johnston, Ian Mathison, Leah Monger, David Nicol, Tom Oldfield, Nancy Peterson-Klein, Bill Potter, and Robbie Teahen.

#### **Faculty Awards 2009**

Robbie Teahen distributed a list of faculty awards from last year. Discussion followed on the number of awards, and Robbie noted that the awards were not all given last year. She explained that each award has published criteria but that some awards are currently being revised. The Deans agreed that the Distinguished Faculty Award amount should be increased and suggested that these awards be published in the Academic Affairs newsletter.

#### **HLC**

Robbie Teahen indicated that she needs to provide three possible dates for the HLC visit. The Deans were asked to review the dates which are: April 18-20, 2011, March 28-30, 2011, and October 11-13, 2010. It was suggested that the October date be one week later. (Later Note: Additional complications were identified with the later date, so the October 11-13 dates were submitted, with the April dates offered as the first choice.)

#### **TrackDat**

Robbie indicated that the next TracDat training will be November 18 and asked that the Deans reconfirm the updated version of programs.

#### **City Watch**

Don Flickinger indicated that the City Watch system will need to be tested in the classroom periodically. The classroom will be interrupted when the testing is conducted. The Deans suggested that the system be tested at 11:30 a.m. on the first Tuesday or Thursday of the month. Tom Oldfield questioned if there was any discussion with instructors, and Don Flickinger noted that this has not been discussed.

#### **Phase 5 Classroom Renovations**

Don Flickinger indicated that Phase 5 Classroom Renovations were approved by the Board and that the prioritization will come from the Vice President for Academic Affairs office. This will enable the early stages to be done during the school year.

### **New Faculty Orientation Week**

Robbie Teahen indicated that work is progressing on the New Faculty Orientation Week which will enable everyone to know what the topics will be prior to the completion of Spring semester. Todd Stanislav reviewed the New Faculty Orientation Week Report and Summary with the Deans and asked if they would like further information. It was suggested that an attendance breakdown be a part of the report. Todd noted the following areas for improvement:

1. Activities need to be tailored for those with little teaching experience and those who have more teaching experience.
2. Beneficial if the faculty would bring something to work on for a hands-on approach such as developing syllabi.
3. Previous discussions with the department heads would be helpful.
4. FerrisConnect working correctly.

It was suggested that a follow-up survey of new tenure-track faculty attending the New Faculty Orientation Week be conducted after Thanksgiving to determine what improvements they thought should be made.

Discussion followed concerning using mentors for the new faculty as many colleges have implemented this again. A CD has also been produced on the presentations for New Faculty Orientation Week.

### **FFA Relationship Meetings**

Dan Burcham informed the Deans that relationship meetings are being continued in various colleges.

### **Sabbatical Leave**

Discussion on Sabbatical Leave process improvements were discussed with a suggestion being that the Sabbatical Leave reports be distributed to the entire campus.

### **Good News**

Dan Burcham indicated that Good News items are crucial, since they are shared at the President's Council and act as a way of communicating to the council and the rest of campus.

Dean Johnston reported that the TV show "Focus on Ferris" will be aired in Grand Rapids also.

Dean Mathison reported that MSU is moving their medical school to Grand Rapids, and Ferris has been asked to be on the 7<sup>th</sup> floor of the facility which would be a great benefit to Ferris.

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Dean Johnston announced that she is on the National Committee for Rural Schools and Community Trust to develop policies.

Dean Oldfield reported that a Solar Ovonics from Greenville will be on campus to recruit students.

The Maritime Academy has approached Ferris to offer classes that NMC can no longer offer.

The Welding Program is full, and they are submitting a proposal to offer summer courses to accommodate more students. The Welding Program also completed the site visit that promises to lead to accreditation.

### **Announcements**

Don Flickinger indicated that he has received the preliminary APR report from the Academic Senate.

Don Flickinger questioned if the Deans had concerns with publishing a pictured class roster. They were in agreement with this as long as it doesn't violate privacy laws.

Robbie Teahan indicated that the first HLC newsletter has been distributed.

The article, "Professors collect big bucks for online classes" was distributed.

The Academic Affairs Newsletter is on-line and should be coming mailed in the next couple of days.

Dean Nicol announced that there will be a Wine Tasting event at DeVos on November 21-23 with Ferris students serving. The students' travel and food will be covered, and \$14,000 will be deposited into a fund for student events.

Dean Potter reported that a TIP Coordinator has been hired and that the Dickinsons have donated a library for Helen Ferris hall.

Respectfully submitted,

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