

**Minutes
 Ferris State University
 Academic Senate Meeting
 IRC 120
 September 3, 2013**

Members in Attendance: Abbasabadi, Alspach, Bacon, Baker, Barnes, Berghoef, Boncher, Brandly, Ciaramitaro, Dakkuri, Daubert, Dinardo, Fox, Briffin, Groves, Hanna, Harlan, Ing, Isler, Jenerou, Klatt, Marion, Nagel, Nazar, Piercey, Potter, Rumpf, Schmidt, Thapa, Todd, Tower, Wancour,

Members absent with cause: Joyce, Richmond

Members absent: Amey, Cook, Jiao, Yowitz

Ex Officio and Guests: Adeyanju, Blake, Durst, Erickson, Garrison, Heck, Kurtz, Nicol, Yates, Bradley, Flickinger, Vasicek, Prakasam

1.	President Khagendra Thapa opened the meeting at 10:03 a.m.
2.	<p>Approval of Minutes.</p> <p>Senator Ciaramitaro moved to approve the two sets of April 23, 2013 minutes as written. Senator Dakkuri seconded. Motion carried.</p>
3.	<p>Open Forum</p> <p>A. Senator Alspach notified senators of the first lecture in the Sports Communication series by Ira Childress on leadership.</p> <p>B. Senator Todd discussed his difficulties in having to reset an active directory login using the student process because he had taken a Ferris class in the past. He said that this overrode his faculty reset of passwords.</p>
4.	<p>Officer Reports</p> <p>A. President Thapa reported on the activities upcoming in the meeting including the creation of two new advisory task forces and issues related to General Education. He reminded Senators of the need for professional behavior</p> <p>B. Vice-President Marion encouraged everyone to apply for committees and reminded Senators that it is a requirement of membership that they sit one. Senator Hanna asked about the result of the question from the retreat about non-college appointments to committees. Secretary Isler said this would be handled in her report. Senator Hanna withdrew the question</p> <p>C. Secretary Isler reported on the history of non-college appointments to Senate committees. This was put in as part of the bylaws not to allow such appointments in the 2001 charter revision. In the December 6, 2005 meeting a proposal was put forward which also did not allow these appointments. In the fall 2006 committee selection process this rule was followed. The Senate Executive Committee suspended the rule passed in December 2005 in fall 2007. During the charter revision process ratified in March 2011, all processes in the bylaws were removed from the charter and the Senate was informed that if they wanted them, they would need to reintroduce them.</p> <p>D. Secretary Isler noted that John Urbanik, Chief Technology Officer had contacted the Senate and sent his regrets and Provost Erickson would be speaking in his place. Provost Erickson said that the FBI cyber forensics team was on campus that day to investigate. There was unauthorized access to information but as of yet no proof that any information was removed from the system. In response to the credit monitoring question from the retreat, he said it was his understanding that all faculty/staff could receive credit monitoring and a letter should be going out soon. Brenda Vasicek (Emeriti Association president) asked if this included emeriti and Provost Erickson said he believed so, but would check. Senator Todd asked whether or not the university was aware of the length of the attack, the purpose of the attack and if this was on a server available to the public. Provost Erickson did not have the answers to these questions but would check into it. Senator Bacon asked if credit monitoring covered adjunct faculty. Provost Erickson said yes. Senator Harlan asked if Ferris had the most updated data security software and Erickson responded that Ferris takes data security very seriously. Dean Nicol noted that another attack a few years ago was used as a system as a surrogate attack to allow attacks on other servers and this may have been one of those.</p>
5.	Committee Reports

	<p>A. Senator Alspach asked senators to review the meeting report in the packet which details meetings of the UCC last spring after the final Senate meeting. They will be meeting on Mondays at noon and if anyone wishes to attend the meeting, they are more than welcome but need to notify Paula in advance so she can arrange lunch.</p> <p>B. President Thapa said that the General Education Task Force did not have a voting motion and had been removed from 7D under new business. Chair Fred Heck was here to give a report. Professor Heck said that the job description in the packed showed the result of the Senate retreat discussion which appeared to place the coordinator position as more administrative and include authority, policy and procedure. They plan to do much of the assessment through TracDat. Senator Schmidt asked if changes could be made in job description wording. Professor Heck said he could take those changes via email outside the meeting. Senator Hanna asked if the final report include all of the relevant policies and procedures (even if not changed) and would make reference to the past efforts of the Senate to review General Education. Professor Heck said those documents are referenced via links, along with past efforts to revise General Education. Senator Alspach asked if they were to continue to assess outcomes in Blackboard. Professor Heck said yes. Professor Heck polled the Senate to see if they still wished to allow a single class to count for 3 separate outcomes and the general majority said yes.</p> <p>C. Student Government President Erin Williams was in class and unable to be present at the meeting for a report.</p>
7.	<p>Certificate Guidelines</p> <p>The motion from the April senate meeting was removed from the table. UCC chair Alspach shared some data from the Fact Book about certificates granted- primarily in the College of Business and Engineering Technology. This proposal put the requirements equivalent in percentages to those of a bachelors degree. Senator Boncher commended that it appeared that a majority of classes should be from the institution granting the certificate. Senator Schmidt that if this was a Banner issue, the programmers should be hired to handle this appropriate. He also noted this came up based on a specific situation of a shared institutional program. Senator Dakkuri asked about the range of credits for a certificate? Alspach responded that it is typically 6 but may change. Vice-President Marion asked if this was done for financial gain? Alspach pointed out that many go on to earn other degrees. Senator Klatt spoke in favor of the proposal as simplifying transfers. Senator Schmidt said that in the bachelors, often the credits not earned are the general education- not program requirements. Senator Tower asked if it was possible for both of the 6 credits to be elsewhere now? Alspach said yes. Senator Drake asked if this could be one and Alspach said the lack of language allows it. Senator Boncher said this is more of a big issue and perhaps a committee should be formed to examine the issue of percentage of degree classes taken at Ferris. Four voted in favor of the proposal, twenty-one against and 1 abstention.</p>
8.	<p>Charter Revisions.</p> <p>Secretary moved to make changes to the charter in Articles III and IV. Seconded by Senator Berghoef. Twenty-five voted in favor. 1 abstained. Motion passed.</p>
9.	<p>Distinguished Teacher Search Criteria</p> <p>Secretary Isler moved to modify the distinguished teacher award committee procedures to allow online instruction to be included in the 75% teaching requirement. Senator Dakkuri seconded the motion. Senator Nagel objected to the lack of a written motion included within the packet or on the screen at the motion which made discussion difficult and moved to table the motion. Senator Bacon seconded the motion to table. Senator Hanna said that the report given by the task force in August did not reflect the beliefs of all of the members of the committee. Vice-President Marion pointed out that a delay of this issue impacted this years selection process. Senator Schmidt called the question. There were twelve votes in favor of tabling, and 15 against so the motion to table failed. Senator Nagel asked about the difficulties of evaluating both online and face-to-face classes. Senator Dinardo, a committee member said it was challenging but possible, and this was not an award based solely on teaching if you read past announcements. Senator Hanna said that if many things other than teaching are included it turns it into a different award and he looked at it from the teaching point-of-view. Senator Nagel supported that. Senator Dakkuri said he would support a separate award for online teaching. Senator Wancour pointed out that a separate award for online teaching was two processes and questioned the ability to support two processed. Senator Griffin spoke in favor of a more inclusive process. Senator Groves spoke in agreement to the fact that the processes of teaching are different. Senator Schmidt noted that in some cases the tools and materials may have previously been created by another instructor. Senator DiNardo said even in evaluating two face to face instructors it is never an apple to apple comparison among disciplines. Senator Berghoef said just because it was harder, did not mean the</p>

	committee should not try. Senator Boncher asked if we could afford two awards? Provost Erickson said he would respect the decision of the senate. Senator Nagel pointed out there has been two winners of this award in the single year. Twenty voted in favor of the proposal and eleven against. Motion passed.
10.	<p>Program Advisory Committee Task Force.</p> <p>The motion was read by Secretary Isler. She moved to establish the creation of a task force on program advisory committees. Seconded by Senator Hanna. Senator Nagel asked for the purpose of the committees. President Thapa said it was to define the role and responsibilities of the committees. Senator Groves asked if the purpose was to create uniformity and why that was needed? President Thapa said advisory committees could use some forms for models. Senator Nagel pointed out not all programs are uniform. Senator Todd asked why this was needed. Senator Dakkuri pointed out that some guidance for those asked to form advisory board and general policy might be helpful. Senator Schmidt said this was more of a college level issue. Senator Todd felt this issue was already addressed by Academic Program Review. Senator Nagel agreed. Senator Piercey asked what the cost was of such a policy? Senator Hanna responded to Senator Piercey's question that it kept curriculums relevant and gave outside advice. Senator Tower pointed out the task force had no predetermined outcome. Senator Nagel said looking at different advisory committees as models might be helpful. Senator Baker said this committee would do no harm. Senator Potter asked to have Matt Wagenheim, Academic Program Review chair, involved in this process. Senator Marion said rubric models would also be helpful. There were 17 yes votes, 11 no votes and 5 abstentions. Motion passed.</p>
11.	<p>Task Force Evaluating Senate Committee Effectiveness.</p> <p>Secretary Isler made the motion. Senator Berghoef seconded it. Senator Nagel expressed concern about the wording of the motion, as it implied a predetermined outcome. The first sentence was modified by the maker of the motion from "This task force will examine the effectiveness of Senate committees and whether or not they need to be merged or modified or continue as they are" to "This task force will examine the effectiveness of Senate committees and suggest improvements and note strength." Senator Brandly asked if this was a repeat of the task force a few years ago. Vice-President Marion said no, as that committee focused on a rubric but not the content of the committee. Senator Wancour described the difficulties in disbanding the Academic Strategic Planning Committee. Senator Berghoef noted difficulties of location for committees like Health Promotions. Senator Schmidt said the committees should be rated on quality not quantity. Senator Nazar asked if committees have an expiration date set when created? Senator Groves asked if they could do it. Twenty voted in favor of the motion and seven against. Motion passed.</p>
9.	<p>Announcements</p> <p>A. President Eisler was not present to give a report.</p> <p>B. Provost Erickson discussed the enrollment numbers. Big Rapids numbers are stable but the FTIAC population is taking fewer credit hours which is a reduction in overall numbers. They are increasing the number of transfer students and international students and have recruited a more diverse population. SPARC has discussed declining summer enrollment and reasons (change in Pell grants and student debt loads) and need to come up with alternative models. He opened the floor to questions. Senator Bacon asked why were there so many transfer students? Provost Erickson said it was the nature of our programs and our transferability through MACRO. Senator Nagel gave comments on the scheduling of rooms based on class sizes in Arts and Sciences and how that did not work well with the teaching needs of individual classes.</p>
12.	President Thapa closed the meeting at 12:05 p.m.

Respectfully submitted,
Melinda Isler
Secretary