

Ferris State University

Deans' Council
Tuesday, June 6, 2000
MINUTES

Present: Barbara Chapman, Doug Haneline, Steve Perialas, George Waldheim, Tim Brannan, Jim Maas, Sue Hammersmith, Nancy Cooley, Richard Cochran, Bill Potter, Al Uniacke, Paul Prins, Ian Mathison, Tom Oldfield

Handouts: Agenda
Scheduling Assignments to Attend Ferris Summer University Memo
June 14, 2000 Academic Affairs/Student Affairs Committee Agenda
June 14, 2000 Finance Committee Agenda
Proposed NCA Comprehensive Evaluation Team Memo

Update on Dean Searches

Kevin Alexander has accepted the position of dean for the Michigan College of Optometry and will begin his duties July 5th.

Greg Frazer has accepted the position of dean for the College of Allied Health Sciences and will begin his duties August 14th.

Jim Maas has agreed to continue as acting dean in the College of Business until a permanent dean is found, but no longer than the 2000-2001 academic year.

Tom Oldfield noted that the College of Business dean position has been reposted. The Search Committee has received and reviewed 20 applications. Three individuals have been identified for phone interviews, which will begin next week. A fourth has been interviewed previously and will be invited for a campus interview.

Ferris Summer University

Dr. Chapman distributed a memo to the deans requesting them to identify which of their staff will be attending morning or afternoon sessions of the Ferris Summer University July 31-August 4. Please return the information to Mindy by Friday, June 16.

Planning Summit

Dr. Chapman reminded deans of the Planning Summit this Thursday and the importance of their attending.

Ferris Employee Leadership Development

Dr. Chapman noted that all employees received a brochure recently regarding the Ferris Employee Leadership Development program initiated as a result of quality improvement planning team. All employees are invited to apply.

Kick off Week

This year's Kick-off Week will begin August 21. The President, Vice President for Academic Affairs and the Academic Senate President will give their updates the morning of August 21.

Concurrent sessions focusing on assessment will be held during both the morning and afternoon of Wednesday, August 23

Next Week's Deans' Council

The next Deans' Council meeting will be held on Tuesday, June 13. Al Uniacke will update the Deans' Council on the status and planning on Mott Community College and Walsh College initiatives.

Dr. Chapman noted that she's tentatively planning a Deans' Council retreat in September. Please send any retreat themes/ideas to her over the next several weeks.

Merit Reminder

Merit recommendations are due to Dr. Chapman Wednesday, June 7 by 5 p.m. A reminder to deans that merit for non-general fund employees must come out of the applicable non-general fund account. Dr. Chapman requested that deans prioritize and use the guidelines/criteria for merit that the President sent forward.

Review of June 14 Board Committee Agendas

Dr. Chapman distributed and reviewed the final versions of agendas for both the June 14th Academic Affairs/Student Affairs Committee meeting and the Finance Committee meeting.

NCA Proposed Team

Tom Oldfield distributed a memo and attachment regarding the proposed NCA comprehensive evaluation team. He asked deans to review the team members for any perceived conflict of interest that may influence their objectivity and return any comments by June 13.

Prior Learning Assessment Workshops

Doug Haneline noted that the Prior Learning Assessment (PLA) workshop will be held this Friday, June 9, in the private dining room at the Holiday Inn from 8:30-4 p.m. Ellen Brown, CAEL consultant, will be the facilitator, focusing on the philosophy of PLA. Approximately 20 selected administrators and faculty have been invited to attend. A workshop focusing on the actual processing of information for UCEL, counselors and FSU-GR staff will be held in July. The Committee is in the final stages of developing brochures, etc. which will then be presented to Dr. Chapman for review. The Committee hopes to begin PLA by July 10.

New Business Policy Letter – Payment of Stipends

Dr. Chapman pointed out that the new Business Policy Letter regarding payment of stipends requires VP approval on EAAs. The President makes final decision on payment of stipends.

Curriculum Task Force Report

Tom Oldfield reviewed the Curriculum Task Force Report with the deans. Some suggested changes include:

- make clear that if a department plans to begin a new program by Fall, then preliminary work needs to begin in the spring or summer semester of the preceding year; e.g., begin work in Spring 2000 for Fall 2001 implementation.
- Page 5 add: "college curriculum committee will meet with the initiator if necessary . . ."
- Page 5 reword under **Role of UCC** "Is the proposal consistent with University goals". It was noted that it's really the VPAA's role to make sure the proposal is consistent with University goals. Suggestion: "Is the proposal consistent with academic integrity"
- Define the intent of consultation forms. It was suggested that the form be revised and that the dean should received copies.

Tom noted that the Committee recommends training be provided by CTLFD on the new process.

Deans were asked to send additional comments, suggestions, etc., to Dr. Chapman.

Noel Levitz Recommendations

Doug Haneline reviewed the Recruitment/Retention Work Group Steering Committee responses to recommendations made in the enrollment potential report by Noel Levitz, as well as projected costs. He noted that the Cabinet reviewed the recommendations yesterday. Dr. Chapman asked deans to consider how do we go about requiring FSUS 100 for all freshman. She also noted that Dan Burcham has discussed the possibility of a mandatory attendance policy for all 100/200 level classes. How do we make that happen?