

# October 26, 2010 Deans' Council/Academic Leadership Council Meeting Minutes

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## **Review of FFA/MEA Tentative Agreement** (Handout: FSU/FFA Tentative Agreement)

Guests Warren Hills, Miles Postema and Steve Stratton gave an overview of the FFA/MEA Agreement. The summer “pro-rata” calculation will no longer be used; calculation will no longer be enrollment dependent. The colleges will need to determine the faculty’s load. Contact Don Flickinger for further questions or clarifications.

## **Summer 2011 Dates - FSU/FFA Tentative Agreement** (Handout: Summer Dates)

Don Flickinger distributed and discussed Summer 2011 dates as presented in the tentative FFA/FSU agreement.

## **Administrative Employees Organizing Campaign** (Handout: October 26, 2010 memorandum)

Steve Stratton briefly discussed the American Federation of Teachers (AFT – Michigan), the organization that has been contacting non-union administrative FSU employees to discuss their potential interest in forming a union.

There was also discussion related to position classifications that had recently been transferred from administrative support classification into positions in the Clerical/Technical Association.

## **Adjunct Faculty Union**

The adjunct faculty members are represented in a union even though there has not been a contract written.

## **Academic Structure Discussion**

Fritz Erickson discussed our academic structure and the need for broad, open discussions to review the academic structure and organization. We need to ask ourselves the question “Is our current organization what we need now and in the future?” Now is the perfect time to review our entire academic structure, ask questions and make collaborative decisions regarding what our structure needs to be.

Objective:

We need to collectively develop an open and transparent dialog and decision-making process:

- We do not want to force a process, but we do need to identify a process to ask the above question.
- We need to create a mechanism for open dialog, and we need to help facilitate this dialog.
- We need to listen to all ideas.
- There is no pre-conceived outcome; there is no way to say the current structure is wrong, but we do need to take this opportunity for a thorough review and collective university decision.

We need to assure that appropriate communication is always a top priority.

- When decisions are made, we need to follow through and fully explain and communicate the reasons for the decisions.

**OVER**

Goals:

1) Develop a process this semester; 2) implement the process next semester; 3) put the process in place by the end of the academic year.

At the conclusion of the academic structure discussion, the consensus of the council members was that this is an appropriate time to begin open discussions on the University's academic structure and organization.

Additional priority areas for Academic Affairs in the upcoming year will be:

Online courses -

- Review processes for online courses
- Create a mission/vision/plan

Grants -

- Review grant operations and support
- Identify where our strengths exist
- Make decisions as to the most appropriate way to assist those who desire to get involved in grant requests.

Look towards changing college "silo" perceptions, and organization of a mechanism to support academic innovation

- Academic Incubator:
  - Explore new and innovative curriculum ideas
  - Support the needs of faculty (i.e., fund travel) who are interested in pursuing new and innovative curricula

Discussion points received from council members:

- Should we identify objectives in the review?
- We should review FSU processes since process-related impediments slow down or discourage change.
- We should review other FSU divisions' policies, processes and support, since they have a large impact on the way we need to conduct daily business, as well as help dictate the way our division is currently organized.

Fritz expressed his appreciation for the good work done by the University and noted how we are deeply engaged in working on areas of student success including retention, increasing graduation. He also commented on the remarkable job placement rates of our graduates.

Fritz asked the council members to encourage their colleges and departments to have open and transparent dialog.

### **Student Attendance (Handouts)**

Kristin Salomonson briefly discussed the topic of academic withdrawal from the University and distributed the following documents: Academic Withdrawal from the University DRAFT; Appeal for

Change of Grade/Status Due to Total Withdrawal or Cancellation; unofficial withdrawal letters (prior to and after 60% - see both sides of the documents).

**Action:** Contact Kristin with feedback by November 10, 2010.

**Student Attendance in Online**

Robbie Teahen provided an overview of the Baker College Office of Inspector General audit regarding Baker's attendance reporting. A link to this document and a synopsis of the high points was distributed to the Deans' and Academic Leadership Councils. This topic will be addressed at future meetings.

**On-line Version of the Grade Change Form/Procedure**

Don Flickinger gave a brief overview of a new on-line version of grade change processes (handout). This paperless version of the grade change form will streamline the processes for all involved. Don distributed the instructions for both submitting and approving grade changes.

**Faculty Welcome Back Week 2011**

This topic was tabled to the next DC meeting due to time constraints.

Respectfully submitted by Robin Hoisington