

Ferris State University
Deans' Council
Tuesday, February 5, 2002

MINUTES

Present: Barbara Chapman, Kevin Alexander, Laurie Chesley, Richard Cochran, Bruce Forintos, Greg Frazer, Sue Hammersmith, Richard Hawkins, Rodney Larson, Chuck Matrosic, Tom Oldfield, Bill Potter

Absent: Don Green, Al Uniacke

Handouts: Agenda
Ferris State University Recruitment CD distributed to Deans' Council
Form A: Proposal Summary And Routing Form
Concise vita for Terri Buckner, CTLFD candidate
Resolution - Change the name for the College of Allied Health Sciences

1. Academic Equipment Requests

The Academic Affairs equipment list was sent to the deans last Friday. Tom Oldfield would like the deans to review update the list. This equipment list should include all equipment requests, including Voc Ed. Tom said the deans will have another opportunity to update this equipment request list in March.

2. Follow-up - UAP Planning Discussions

The College of Technology Unit Planning presentation is rescheduled for this afternoon at 3:00 p.m. Dr. Chapman reviewed the Unit Action Planning presentations with the Deans' Council. She said the President plans to give his recommendations to the campus community at the Pizza with the President lunch planned for the beginning of March. As a result of the Unit Action Plans, the President is forming a committee on enrollment growth in programs and its impact on Arts and Sciences. Dan Burcham and Dr. Chapman will chair this committee. They plan to invite Sue Hammersmith, Bill Potter and Craig Westman to participate in this committee. They are to report back to the President by the end of February on the committee's findings.

3. Budget Update

Dr. Chapman talked with the Deans about the Governor's press conference last Friday and higher education funding for next year. Dr. Chapman said that we are still planning for a shortfall for next year's budget. Each vice president will be asked to identify base dollars to reduce the budget a total of 2% over the next two years that is equivalent to \$600K per year. We also need to identify another \$600K in one-time dollars for each of the next two years. Dr. Chapman said that she will try to do this centrally, but asked the deans to be conservative in their spending and to try to save money for next year.

4. Discussions - University support of student laptops - when laptop purchase is required

Some programs in the College of Technology are requiring students to purchase laptop computers with specific software. There was discussion about the need for standardization of requirements for student laptops and who is responsible for providing technical support for the laptops.

5. Curriculum Proposal Routing Forms

Dr. Chapman reminded the deans that there is a new Form A, the Proposal Summary and Routing Form. It is imperative that the new form be used on all curriculum proposals.

6. Reminder - Feedback to Tom Oldfield on Draft Academic Policies

Dr. Chapman reminded the deans to respond to Tom Oldfield on the draft Academic Policies that were sent to them January 18, 2002. He would like their response within the next week.

7. Search Updates

Director of Center for Teaching, Learning, and Faculty Development: Laurie Chesley said that Terri Buckner will be on campus February 7 and 8, 2002. She gave a copy of her concise vita along with the schedule for open forums. Dr. Chapman encouraged the deans to attend these open forums.

Director of Grants: Dr. Chapman reported they have received a total of nine applications for this position. Al Uniacke and Dr. Chapman will be conducting telephone interviews during the next two weeks. They would like to have candidates on campus for interviews prior to spring break.

Dean, College of Education and Human Services: Sue Hammersmith said they are waiting for Affirmative Action to review the files, so they can begin interviewing.

8. Other

- Dr. Chapman said that Don Green would like to host a Deans' Council in Grand Rapids. She asked the deans to identify programs and people they would like to see and meet while at the ATC.
- The next Board of Trustees committee meetings are scheduled for March 27, 2002 in Grand Rapids. Any materials for these meetings are due to the Vice President by March 12, 2002. Dr. Chapman reviewed the pending curriculum items that will be presented at these meetings. Also, as a reminder there are two more Academic Officers meetings this year. They are scheduled for April 15, 2002 (Material due into Academic Affairs February 25, 2002); and June 13 & 14, 2002 (material due into Academic Affairs April 25, 2002.)

- Dr. Chapman gave the deans a copy of the draft resolution from the College of Allied Health Sciences to change their name to the College of Health Professions.
- The open sessions for the Summer Task Force Report are scheduled for February 13th and 14th, 2002. The Deans' Council will discuss this draft report after these open sessions.
- The deadline for purchasing the Friends of Ferris tickets is tomorrow.
- Dr. Chapman advised the deans that a limited number of Summer/Fall Schedule books would be printed. It will also be available electronically. This book will announce that phone registration will no longer be available in August, 2002. All registration will be done via the web.
- Richard Cochran reported on the change in fees for MERIT for libraries at the public universities in Michigan. With the new calculation, our charge for next year is \$80,000 less than the current year.
- Sue Hammersmith reminded everyone of the Ferris State University theater production this weekend, "Bedroom Farce." She said this is a theater in the round production.
- Tom Oldfield said the Post Tenure Review Task Force meets next week to review recommendations for the post tenure review process.
- The Data Task Force group is working with Administration and Finance people on a web-based database information system.