

**Ferris State University  
Deans' Council Meeting  
Tuesday, March 29, 2005**

**MINUTES**

Present: Michael Harris, Michelle Johnston, Bill Potter, Matt Klein, Kevin Alexander, Jacque Hooper, Roxanne Cullen, Ian Mathison, Robbie Teahan, Chuck Matrosic, Richard Cochran, Dave Nicol

Special Guests: John Urbanick, Kristen Salomonson

Absent: Tom Oldfield

Handouts: Agenda  
Deans' Council Discussion on PC Replacement Strategy  
Academic Affairs Division Plan for 2005-06  
FLITE Log

**1. Hardware Replacement (Roxanne Cullen and John Urbanick)**

John Urbanick reviewed the material included in the packet distributed to the deans. He noted that the Committee reviewed computer standards, and developed a four-year computer replacement strategy. John thanked those who participated on this committee. The project timeline was also reviewed with the deans. The funding for the proposed replacement program has yet to be determined. It was noted that plans for computers for new faculty next fall will need to be developed. Discussion was held on computers that meet minimum requirements and whether those computers need to be replaced. Discussion was also held on who is responsible for switches and routers – does responsibility belong with the colleges or is it IT's responsibility? John Urbanick noted that this item is included in their unit plan. Dr. Harris indicated Academic Affairs supports computer replacement based on the minimum standards. He also thanked the committee members for their work on this project.

**2. Hours Required for Graduation (Matt Klein and Kristen Salomonson)**

Matt Klein talked about the Hours Required for Graduation study he worked on with Kristen Salomonson. They arbitrarily determined 145 credits as the maximum credits toward graduation for this study. Kristen reported on their findings which basically included that across all colleges freshmen do graduate with fewer credits than readmits, internal transfer or transfer students. She then met with individual deans to review their specific colleges and programs. She then outlined the process as they worked with the colleges on the data. Of the A&S graduates reviewed who had more than 145 credits toward graduation, 30% had transfer work or were transfer students (these are true transfer students – not fast track or nor did they transfer back credits from a community college from a summer term.) Transfer students have a higher graduation rate. Of A&S FTIACS that had over 145 hours, 30% continued on to graduation. 43% of A&S transfer students had over 145 credit hours. The programs that had most directed electives had the most students with credits over 145 credit hours. The College of Arts and Sciences has actively begun eliminating the directed elective requirements in general education – this will make it more transfer friendly. Item 2 is to reduce credit hour requirements for a

bachelor degree. They want to move back to 120 credit hours so students can complete a degree in a reasonable amount of time. Kristen said they are looking at internal transfers of students and how often they change their major. Has it been within the same college or was it from one college to another college at Ferris. Dr. Harris will ask Kristen to join us for the next Deans' Council to further discuss this data. The deans can present their concerns at this time.

### **3. Division of Academic Affairs Plan for 2005–06**

Dr. Harris distributed the Academic Affairs Division Plan and noted that each dean will be given approximately five minutes to talk about two successes in their college. After the break, the deans will again be given approximately five minutes to talk about two major efforts their college will focus on next year. Each college's item will be included on the PowerPoint presentation. Deans were asked to forward their two items in each category to Roxanne ASAP.

### **4. Carry Forward**

Dr. Harris asked the deans to look at the current status of carry forward in their colleges. He emphasized that Academic Affairs will not take back college carry forward.

### **5. Announcements**

Kevin Alexander noted that the new building for the Michigan College of Optometry was not included in this year's capital outlay, but the renovation of the IRC building is included.

Plans are underway for a DDH workshop this summer. After discussion, it was agreed to hold the workshop on July 21-22.

Roberta Teahen updated the deans on articulation with Livingston and Macomb Community College. Criminal Justice and TACOM will be offered at Macomb Community College next year

Jacque Hooper noted that an ad has been placed in the Big Rapids Pioneer regarding an informational session for Phlebotomy Certificate. The plan is to use this certificate as a ladder into the Med Lab Tech program.

Michelle Johnston noted that their college administrators met and reviewed class enrollment and course scheduling/coordination with other colleges.

Richard Cochran distributed and reviewed the March 2005 FLITE log. He also noted a new resource sharing service – Michigan Electronic Library Catalog (MeLCAT).

Ian Mathison reported that the Iraqi student in Pharmacy is receiving support from AVENTIS.

### **6. Sabbatical Committee Research**

Roxanne Cullen reported that the committee has almost completed its charge. Application materials are being revised. The deans expressed the need for college

committees to do their job in reviewing the proposals as well as a need for the department to work with the faculty in proposal development. The committee will be submitting their report to Dr. Harris soon.