

Deans' Council
Tuesday, April 3, 2001

MINUTES

Present: Barbara Chapman, Al Uniacke, DebThalner, Paul Prins, George Waldheim, Nancy Cooley, Kevin Alexander, Ian Mathison, Greg Frazer, Bill Potter, Jim Maas, Sue Hammersmith

Special Guest: Dan Hurley

Handouts: Agenda
Student Satisfaction Mini Survey
Academic Affairs/Student Affairs Committee Meeting Agenda - April 11
Finance Committee Meeting Agenda - April 11

1. Student Satisfaction Mini Survey – Dan Hurley

Dan Hurley noted that as part of a strategy to receive a higher response rate from students regarding their satisfaction with their experiences at Ferris State University, a second phase has been added to this year's survey. The second phase involves inserting an additional four-page survey in the April 4th edition of *The Torch*. Students will be requested to complete the survey, if they have not already done so, and to turn it in to any administrative office by April 20th. The third phase is providing a mini-survey for students to complete, available in deans' offices. He asked each dean to take surveys and make them available in their offices. The mini surveys don't have to be returned, but if there is interesting information submitted, the President would certainly be interested in receiving that from the deans. Next week the mini surveys will focus on Student Affairs, and another time on FSU-GR.

2. Programmatic Marketing

It was announced that funds are still available for programmatic marketing.

3. NCA Visit/Recommendations

Dr. Chapman updated deans on the NCA exit interview and noted that the preliminary recommendation is that Ferris be accredited for ten years. She thanked everyone for their help in preparation for the visit. The evaluation team noted considerable progress made in assessment, budget and the Library since the 1995 visit.

4. Board of Trustees Committee Meetings – April 11

Copies of the most recent agendas for the Academic Affairs/Student Affairs and Finance Committee meetings on April 11 were distributed and reviewed.

5. Summer University

Dr. Chapman reminded deans of the Summer University scheduled for July 30-August 2. Wednesday, August 1 has been designated as "Division Day". Each University Division will coordinate programming that day. She noted that Academic Affairs should give some thought to what training opportunities the Division will provide. Some ideas include: training for department chairs; panel discussion on data task force; electronic communication; training on advising; prior learning assessment; updates from UPC exploration teams (critical thinking; cultural enrichment; continuing learning; leadership); introduction of new staff (Grants Director, Assistant Vice President for Academic Affairs, College of Business dean). Dr. Chapman indicated she will appoint a planning group soon.

6. Academic Plan Draft

The Academic Plan draft has been sent to each of the deans and is also available on the intranet. Open forums are scheduled for:

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| Tuesday, April 17 | 11:00 a.m. - 12:00 p.m. | IRC 002 |
| Wednesday, April 18 | 4:00 p.m. - 5:00 p.m. | IRC 002 |

7. Status Update – UAPs for 2001-2002

Dr. Chapman has received some preliminary information from the President regarding the status of UAPs and will be meeting with him soon. She noted that most new activities will have to be funded through reallocations.

8. Performance Appraisals Plans/Deadlines

Dr. Chapman reminded deans that performance appraisals must be on file in HRD for FSU staff by the end of June, at the very latest. Guidelines have not been sent out by HRD yet, but Dr. Chapman asked deans to tentatively plan a deadline of May 18. She noted that she'll be using the same format this year as she used with the deans last year. More information will be coming soon.

9. Sabbatical Leave Reports

Dr. Chapman urged deans to forward sabbatical leave reports as quickly as possible. By contract, faculty members are to submit their sabbatical leave report no later than the semester following their return to campus. Dr. Chapman noted that she just received a few reports that had been submitted by faculty members last October.