

**Ferris State University
Deans' Council Meeting
Tuesday, August 17, 2004**

MINUTES

Present: Michael Harris, Ian Mathison, Tom Oldfield, Michelle Johnston, Matt Klein, Bill Potter, Richard Cochran, Jacque Hooper, Dave Nicol, Don Green, Kevin Alexander

Absent: Robbie Teahen, Chuck Matrosic

Handouts: Agenda
E-mail from Ed Dorman re: 1st Payroll for Faculty Fall of 2005 dated 8/9/04
VP Burcham's Presentation on Enrollment

Announcements

Dave Nicol noted that the College of Business and its students will be working with the Big Rapids Chamber of Commerce in a semester-long project reviewing local business trends.

Matt Klein reported on a recent meeting with architects to review designs for a new Jim Crow Museum. Plans are progressing and are tied with a planned fundraising campaign. A traveling Jim Crow exhibit will be available throughout the year. The first off-campus display is scheduled for October at the African American holocaust museum in Milwaukee. More information is available on the website.

Ian Mathison reported on preliminary discussions with the Department of Defense to train Iraqi pharmacists.

1. Administrative Teaching

Dr. Harris noted that several deans have talked to him regarding administrative teaching and whether administrators should be paid for it. Discussion included:

- administrators are faculty with administrative roles and should teach in a participatory manner.
- administrators should be paid as a cost of doing business.
- if some administrators are required to teach while other administrators are not required, then there's an inequity.
- administrative staff are not at a level of compensation as deans and should be compensated.
- fine line on whether teaching is part of the job responsibilities and uncompensated.
- there are other ways to enhance the academic experience: research, advancement, lecturer, etc. Administrative teaching needs to be assessed by area and expertise and should not be required of everyone.

Dr. Harris would like to review the discussion items and talk individually with deans before presenting his thoughts at the August 30th Deans' Council meeting. Deans were asked to contact him if they would like to add more

2. First Pay for Faculty for FY06 (Oldfield)

Tom Oldfield distributed an e-mail from Ed Dorman regarding first payroll for faculty – Fall of 2005. Deans were asked to review and give their thoughts to Tom Oldfield. After some discussion, it was suggested that Ed Dorman be asked to come and clarify the issues. Ed Dorman was contacted and came to answer questions. He talked about the need to make a change at some point because of calendar creep, “payless payday” and the issue of paying faculty before they’re here to teach. After additional discussion, it was suggested that payday be changed to another day besides Friday or changing paydays to twice per month. Both are items that Ed Dorman indicated may be feasible as Banner is implemented. Dialogue on this issue will continue next year.

3. Deans, Assoc/Asst Deans, Dept. Heads/Chairs Meeting Agenda

Deans were reminded of today’s meeting with Deans, Assoc/Asst Deans, Dept Heads/Chairs Meeting at 2 p.m. Dr. Harris asked each of the deans to introduce themselves and say a few words about their college. Others present will also be asked to introduce themselves. Michael will give a PowerPoint presentation on value-based leadership.

4. University-wide Committee Meeting Change

Tom Oldfield noted that Adnan Dakkuri has requested that the schedule for University-wide committee meetings be changed to the second Tuesday of the month at 11 a.m. in order to allow more time to prepare and send materials prior to Senate meetings. After discussion, the deans agreed to the following schedule:

- 1st Tuesday – Academic Senate or Committee Meetings
- 2nd Tuesday – All-University Meetings
- 3rd Tuesday – Department Meetings
- 4th Tuesday – College-wide Meetings

5. Fall Best CTE Practices Professional Development

Tom Oldfield reminded deans of the information recently sent by Gretchen Spedowske on the Fall Best Practices Professional Development and asked them to encourage their faculty and department heads to attend those specific pathways tied to their programs.

6. Board Retreat Update

Dr. Harris gave an update on the Board of Trustees retreat held August 12 and 13, 2004. The Board reviewed the latest campus master plan, a copy of which was circulated to the deans. Dr. Harris gave a presentation on value-based leadership, reported on his meetings with the colleges and deans, and talked about challenges and strengths for Academic Affairs. There was also an update on the Board Policies Codification project, which led to a discussion of what the Board oversees, etc.

Dr. Harris distributed a copy of Dan Burcham's presentation to the Board on enrollment, and reviewed the document with the deans. He would like to have future discussion on the information, including college program gains and decreases, and retention and graduation rates. He asked deans to study the information and be prepared to discuss and speculate at a future Deans' Council meeting. Dan Burcham and UAM staff will be asked to join the deans later in the semester to discuss these issues.

7. Welcome Back Faculty

Dr. Harris noted that he will be sending a welcome message via e-mail to Academic Affairs Division faculty and staff at the end of the week. The deans will receive a copy before it is sent.

8. Other

Richard Cochran reminded deans to send their comments to him about the presentation by Scott Thede and John Urbanick entitled: Organizational Assessment of Computer Support.

Michelle Johnston will be chairing the Arts & Sciences dean search committee. The committee will be meeting soon with Dr. Harris.

Dr. Harris noted that Tom Oldfield will chair the search for an Assistant VPAA. A committee is in the process of being formed.