

**Ferris State University
Deans' Council
Tuesday, December 2, 2003
8:30-10:00 a.m.**

MINUTES

Present: Tom Oldfield, Laurie Chesley, Dave Nicol, Ian Mathison, Richard Cochran, Chuck Matrosic, Don Green, Michelle Johnston, Bill Potter, Matt Klein, Robbie Teahen, Jacque Hooper, Kevin Alexander

Special Guests: President Dave Eisler
Ron Sekulski, Executive Director, Dow Center

Handouts: Agenda

1. Special Presentation to President Eisler

Senior Dean Mathison presented President Eisler a picture of the President and the deans on his inauguration day.

President Eisler noted that a memo regarding summer session will be going out today. He thanked the deans for their input.

The President also briefly updated deans on the Academic Affairs Division consultants visit next week. George Mehaffey, Chief Academic Office of AASCU and Marlene Strathe, Provost of Oklahoma State University, will be meeting with various Academic Affairs Division staff and deans to develop an analysis of the Division and recommendations for improvement. The President indicated that such a review will be done in other Divisions whenever a major administrative vacancy occurs. The resultant analysis and recommendations can then be shared with the person selected for the vacancy.

The President encouraged deans to attend Commencement.

He also gave a brief update on the budget and the pending announcement on the State budget later this week.

2. Dow Center Presentation – Ron Sekulski, Executive Director

Ron Sekulski, Executive Director of the Dow Center, presented an overview of the Dow Center and asked deans to consider how the colleges and the Dow Center can collaborate.

3. FY05 Budget

Tom Oldfield once again reiterated that any budget reductions will be considered as one-time this fiscal year, but it is more than likely there will be an equivalent base reduction next year. He will try to cover as much of this year's budget reductions centrally, but cannot guarantee.

Matt Klein noted that in talking with the Registrar's Office, it appears that there will be additional students for the upcoming Winter Semester. A contingency plan needs to be prepared that includes plans for workload issues and the possible use of new tuition dollars to cover the costs of additional course sections. The deans noted that the revenue side of the budget picture needs to be taken into consideration as budget scenarios are reviewed. There was also discussion regarding full-time teaching off campus and the expense involved.

4. General Education

Tom Oldfield noted that deans should have received a copy of his general education task force recommendations. He will be putting together three committees and asked deans to forward suggested members to Mindy by December 9. Tom will be meeting with Susan Morris, Bill Papo and Laurie Chesley on December 10 to finalize the committees' membership.

5. Summer Session

Tom Oldfield noted that the President will be sending out a campus-wide memo regarding summer session. There will be three four-week sessions; an 8-week session; and a 12-week session. The President will provide some incentives to colleges based on student credit hour (SCH) production. Tom indicated that he will be scheduling a meeting with various deans to coordinate scheduling.

6. Other

Tom Oldfield indicated that Craig Westman, in discussion with the counselors, has developed a process where all transcripts will go to Admission first, where the data will be added to SIS 140 screen. The transcripts will then be forwarded to the colleges. It was noted that a separate process may need to be developed for Pharmacy and Optometry.