

**Ferris State University
Deans' Council
July 22, 2003**

MINUTES

Present: Laurie Chesley, Dave Nicol, Ian Mathison, Weilin Chang, Richard Cochran, Bill Potter, Matt Klein, Robbie Teahen, Kevin Alexander, Jacque Hooper, Rosalyn Templeton

Special Guest: Jennifer Hegenauer

Handouts: Agenda
Non-Returning Student Survey (Fall 2002)
Winter 2003 Semester Student Demographics
Articulation Procedures – On and Off Campus (2/18/03)

1. Budget Update

Tom Oldfield noted that deans should have received their budget allocations as an Adaytum spreadsheet last week.

2. Non-Returning Student Survey and Summary – Robbie Teahen

Copies of the Winter 2003 Semester Student Demographics and the Fall 2002 Non-Returning Student Survey were distributed and reviewed by Jennifer Hegenauer. Suggestions from the deans included breaking the information by program; identifying mixed delivery courses; include questions on what is working for the students; and, comparison to national data. Discussion was also held on including off-campus courses as part of the SAI process and faculty members holding office hours or providing other alternatives.

3. FFA/Double Overloads

Tom Oldfield informed deans that the FFA will not approve double overloads.

4. Consortia Update/TAC – Richard Cochran

Richard Cochran noted that the Technology Assistance Center (TAC) is now operating. Because of transition issues, there will be some overlap in the use of TAC and consortia help desks.

5. General Education Task Force Update – Laurie Chesley

Laurie Chesley updated deans on the General Education Task Force recommendations that will be discussed at the August 19 Senate Retreat.

6. Recruitment Activities

UCEL's radio and newspaper recruitment campaign will begin the first of August primarily in the Traverse City, Flint, Niles/Dowagiac and Muskegon areas. UCEL's

website continues to be updated with links to the catalog and colleges. New this fall will be an orientation session for off-campus students. In addition, community college advisor luncheons will begin this fall. This recruitment cycle will be repeated again for winter.

7. Other

Tom distributed copies of the *Articulation Procedures – On and Off Campus (2-18-03)* and reminded deans to use it. Procedures for coordinating articulation events are being drafted and will be distributed when completed.

Richard Cochran noted that SCT/Banner demonstrations will be held next week in BUS 111 – check the campus-wide notice regarding it. He also noted that the Enterprise Resource Planning Task Group white paper will be available soon.

Jacque Hooper reported that the next meeting of the Alliance for Health Boards will be held on campus August 18. The College continues to work with UCEL to offer the Respiratory Care program in northern Michigan.

Bill Potter announced that the Academic Support Center will be holding a generic orientation to college for local high school graduates next week.

Matt Klein reported on a collaborative effort between Arts & Sciences and University College where faculty can make arrangements for student make-up tests through the Academic Support Center. He noted that most of the class scheduling needs for student orientation were met, and the College is now assessing the needs for late registration.

Tom Oldfield reported that the search for the Vice President for Academic Affairs will begin soon.