

**Ferris State University
Deans' Council
MINUTES**

July 8, 2003

Present: Tom Oldfield, Dave Nicol, Ian Mathison, Jacque Hooper, Michelle Johnston, Don Green, Bill Potter, Robbie Teahen, Matt Klein, Weilin Chang, Jim Paramore, Richard Cochran

Handouts: Agenda
Quality Improvement Initiative – Program Promotion Materials
Development Process

1. Budget Update

Tom Oldfield noted that general fund allocations will be forthcoming from the Budget Office – same amount as last year. He reminded the deans that one-time dollars will be less with approximately \$900,000 to distribute of which \$300,00 will be returned for S&E. He noted that the furnishings initiative will be used to furnish three new classrooms in Prakken. If there are dollars left over, Tom will distribute it for furniture needs based on the lists submitted earlier.

He also updated deans on separation agreements, five of which are pending. Two layoff notices have been mailed.

Contrary to rumors, Tom indicated that there will be some UCEL incentive dollars redistributed to the colleges, as well as from FSU-GR.

2. Post Tenure Review

As Tom reviewed this year's Post Tenure Review documents, he noted that some of the colleges recommended 4-year reviews and others recommended 5-year reviews. The new policy including the 5-year review cycle will not be implemented until this coming fall. He asked deans for their suggestions in handling the discrepancy.

3. Board of Trustees Meeting

The agenda for the July 11 Board of Trustees meeting agenda was reviewed.

4. Quality Improvement Team Report on Programmatic Marketing Materials

Copies of the Quality Improvement Team Report on Programmatic Marketing Materials were distributed. Deans were asked to review and send feedback to Laurie Chesley by July 16.

5. Recruitment Activities

Tom Oldfield reported that the Tech Prep Consortia has recommended that Consortia counselors and career tech center instructors meet with FSU counselors and faculty to share information, etc. A session has been scheduled for February 13, 2004. As more information becomes available, Tom will pass it along. Michelle Johnston suggested using the College of Education and Human Services' Career Tech newsletter to assist in marketing the event.

5. Other

In answer to questions about numbers of incoming minority students, Craig Westman has indicated that 10% of the students registered for Fall 03 are minority students. Craig welcomes help in marketing and increasing minority student registrations.

Tom Oldfield reminded the deans of the importance of submitting vacation, sick leave and travel requests for approval PRIOR to the request dates because of liability issues.

Michelle Johnston reported on pending State Department of Education procedures based on the "no child left behind" legislation.

Richard Cochran thanked WC3 reps for meeting and working on issues related to the proposed Technology Assistance Center. He invited deans to stop by FLITE to view Robert Barnum' new mural. Richard noted that FSU recently hosted a ResNet Conference with 267 participants and over 150 institutions represented. Richard also reported that the Enterprise Resource Planning Task Group, charged with reviewing FSU's change from SIS to a relational database, has completed a white paper and made recommendations to President Eisler. The white paper will be distributed to the deans and VPs once the President has had a chance to review it.

Robbie Teahen reported that she recently toured 12 of FSU's 16 charter schools, many of which are in inner city Detroit. Every one of the schools' enrollment is growing with waiting lists. She noted that the new charter high school will provide good recruiting opportunities soon.

Matt Klein reported on the difficulty in meeting the need for general education courses because of the increase in enrollment and the difficulty in finding adjunct faculty to teach additional sections. He noted that caps have been lowered in some courses in order to provide room for later registration. Some students may need to take gen ed courses later rather than the first semester.

Tom Oldfield reported that enrollments look good for fall. Registered students are up approximately 200 students over last year and the number of new students in housing is up about 150 over last year. The numbers are also up in continuing students scheduled for fall.