

Ferris State University
Deans' Council
Tuesday, October 19, 1999

Minutes

Present: Barbara Chapman, Doug Haneline, Al Uniacke, Jack Richards, Jim Maas, Michele Johnston, Richard Cochran, Steve Perialas, Ian Mathison, Bill Potter, Sue Hammersmith, Tom Oldfield.

Special Guest: Paul Landen

Handouts: Agenda
International Affairs Fall 1999 Directory
Guidelines for Local TLTR
TLTR Mission/Charge
TLTR Introductory Conference
TLTR Conference Handout
FSU Technology Linkages flowchart
Academic Program Review Form
Post Tenure Review documents
Arts and Sciences Academic Policies

1. International Affairs Update

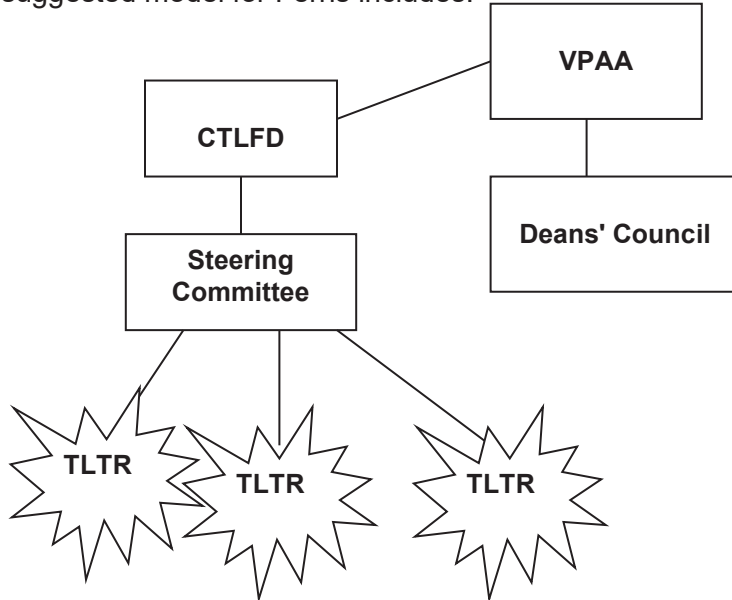
Paul Landen distributed a copy of the International Affairs Fall 1999 Directory and noted several personnel changes. Sally Nicolai is now Coordinator of International Admissions and he's in the process of filling the Office Manager position. Clarissa Kaiser, International Student and Immigration Advisor, can assist in bringing overseas faculty to campus. She works with HRD and Student Employment to make sure FSU is in compliance with Federal immigration. She is currently working on "J" visa status for Ferris, the exchange visitor visa, which will allow FSU to recruit and pay international faculty. Paul indicated he is actively recruiting for students all over the world. A Study Abroad Resource Center has been developed and is located in 317 Bishop. A computer with links to study abroad programs from around the world is available for use. An agreement with Fachhochschule in Stralsund, Germany will be signed in mid-November to provide articulation with primarily technology and business students. Paul asked deans for "bragging" statements about FSU programs for use in recruitment.

Two Study Abroad programs were conducted this past spring. Dan Noren coordinated a student group as they studied French in Martinique. Ted Walker supervised a student group in Italy as they studied art history. Trips to Israel and Puerto Rico are planned for this coming summer.

Paul also noted that he is working with Sue Hammersmith on a plan to join the National Student Exchange which allows FSU to become a member of a consortium of US universities to give students domestic cross cultural experience.

2. TLTR Summary of Conference and next steps – Richard Cochran and Nancy Cooley

Richard Cochran gave a brief summary of the recently held TLTR conference. A suggested model for Ferris includes:



Discussion was held on whether only one TLTR is needed. It was suggested it would make more sense to faculty that the TLTR activities be part of CTLFD.

A plan needs to be developed as the next step. A committee composed of Henryk Marcinkiewicz, Bo Lou, Nancy Cooley, Richard Cochran and Doug Haneline will meet and prepare a proposal to bring back to DC. It was suggested that a few faculty who attended the Conference be included in the meeting.

3. 2001-2003 Planning Process – Coordinated Planning for Technology

Dr. Chapman noted the need to coordinate the planning process with the network coordinating group. How do colleges coordinate plans that have a technology piece with the planning process within the consortia and the network coordinating groups? As the colleges' plans within WC3 are received in Academic Affairs, Tom Oldfield will forward them to WC3 for incorporation into their plans as necessary. BTC has 17 academic plans that include technology and those deans are working with Amy Buse. Priorities within the academic area and the consortia need to be coordinated also or else there will be a #2 academic priority tied with a #10 technology priority. Off-campus plans need to be included as well.

4. Plans for October 21 Discussion of Academic Plan

Dr. Chapman distributed copies of *Considerations for Deans' Council Discussion of Draft of Academic Plan: 2000-2003*. She asked deans to review this draft before the October 21 discussion session in the Huron Room of the Holiday Inn.

5. AA/SA Committee Meeting

Dr. Chapman noted that the next Academic Affairs/Student Affairs Committee meeting would be held on November 3 in Grand Rapids. The committee would like to hear updates from the College of Arts and Sciences and University College. The committee will be reviewing new programs: BS in Psychology, AAS in Accounting and Bachelor of Integrative Studies.

6. Administrative Program Review

Doug Haneline distributed copies of the new administrative program review form. The deans were asked to review and send comments to Doug ASAP. The due date for administrative program review is December 3.

7. Post Tenure Review

Doug Haneline distributed: sample post tenure review memo from Arts and Sciences; Process for Student Assessment of Instruction (SAI); Student Assessment of Instruction - Directions for Administration; SAI response sheet; Post Tenure Review evaluator form; Post Tenure Review portfolio cover sheet; SAI transmittal form. The evaluator pages were reviewed and the deans determined only one form is needed – the Post Tenure Review Reviewer Evaluation Form.

8. Minor Caps

A new format for minor caps will be used this year. Tom Oldfield will forward the information as soon as it's available.

9. Other

Dr. Chapman announced that Isabel Barnes will be retiring effective May 31, 2000.

Sue Hammersmith distributed a compilation of Arts and Sciences academic policies.