

Minutes
Ferris State University
3 September 2019, 10:00 a.m.

Members in Attendance: Alspach, Aslaskson, Axford, Balanda, Bajor, Beaudry, Berghoef, Bright, Daubert, Drake, Emerick, Fadayomi, Flachs, Foulk, Gray, Hanna, Harvey, Herrington, Isler, Jadhov, Johnson, Joseph, Kuiper, Lamberts, Lotoczky, Moresi, Pisani, Shimko, Smith, Swinkunas, Todd, Waters, Weaver, Wiltshire, Wolfer, Zube

Members absent with cause: Baran, Colley

Members absent: Winowiecki

Ex-Officio and Guests: Archer, Blake, Damari, Eisler, Ek, Franklund C., Goosen, Greene, Haik, Hegenaur, Hoisington, Inabeinett, Johnson J., Johnson L., Johnson, Leonard, Nicol, Peircey, Pilgrim, Reifert, Seiferlein, Schulie

1.	President Alspach called the meeting to order at 10:05 a.m.
2.	Secretary Isler gave a brief overview of the clickers for voting and for determining a quorum. She also thanked the group for the patience with the delay in starting the meeting due to technical issues. The April 30 th meeting minutes were not submitted in time for the packet so they will be deferred to the October 2019 meeting for approval.
3.	<p>Open Forum</p> <p>Amy Greene from Extended and International Operations passed out materials relating to HatchEd which will occur on September 25-26 in the University Center. It can be a variety of formats from poster to presentation or roundtable. HatchEd is Ferris State University's collaborative conference and idea incubator for all faculty and staff. HatchEd is focused on nurturing innovation and empowering innovators in the higher education space.</p>
4.	<p>Officer Reports.</p> <p>President Alspach discussed the table-talk discussions at the retreat and noted that summaries of the discussions will be on the Senate website for review. She said that the senate will work to address ideas which were proposed and thanked all resource people who also came. She recognized Jimmy Joeseph who replaced James Shimko and Peter Balanda who is serving during Mark Thomson's sabbatical leave. She asked attendees to also fill out the electronic survey so that the new format could be evaluated. She is still looking for a parliamentarian and announced the Daisy Daubert will be the Elecons Chair with assistance from Emily Aslakson.</p> <p>Vice-President Mike Berghoef encouraged senators and faculty to look for the upcoming call for senate committee applications. Senator Wolfer asked if we will be informed what the terms are? Berghoef said that he would make sure that information is also sent out. Secretary Isler noted that letters should define terms when appointed. He also noted that he was working on a proposal on Academic Amnesty which had slipped through the cracks in the implementation because of office changes. He is working with Elise Gramza the Registrar and Academic Affairs to move this forward. This is listed as Item 6 on the packet agenda.</p> <p>Secretary Isler noted that the non-tenure track faculty election will be started by the end of the week. Then, there will be an upcoming charter referendum which will go to the Board of Trustees in December if approved. She also thanked Danette for all that she has done for the office. Senator Gray asked if master list will be sent with forms. Isler said yes. Alspach noted some meet in September. But several do not. Alspach also noted in response to question from Gray that not all General Education appointments are yet run through the Senate office.</p>
5a	<p>University Curriculum Committee</p> <p>Chair Rusty Leonard noted that there are 5 information only proposals and be sending experimental courses also through the process. They are still looking from members from the College of Education and Human Services and College of Business. He will be presenting manual changes later in the meeting.</p>

5b	<p>Academic Program Review APR Chair Inabinett noted that she is still seeking members and they have begun to meet since the retreat. This year the group is reviewing two accredited programs and two non-accredited programs. The first set of recommendations will be received at the regular meeting. There will not be a separate meetings. They are tentatively meeting 4-6 on Tuesdays and Thursdays. She said schedules are still be redone so please contact her if on the old list for next year.</p>
5c	<p>Arts and Lectures President Alspach announced the lecture by Veronika Scott on October 10th. She is an environmental design consultant and social activist who has won the CNN Hero of the Award. She asked any current committee members if they had met yet to arrange further details. Senator Gray noted that chair Catherine Arroee has declined to have a meeting until new members are appointed in October..</p>
5f	<p>International Education Plan International Education Piram Prikasam reported on the international education plan which he encouraged all to read. He noted that he was seeking active participants in a deliberative dialogue. The last plan was written in 2008. The plan includes benchmarking programs to internationals standards, infusing international perspectives in student learning; aligning policies, practices and priorities for global ecosystem, ensuring the university is welcoming for students and scholars from around the world and recognizing internationalization is an administrative/leadership endeavor.</p>
6	<p>UCC Manual Updates Motion to support made by Senator Weaver. Seconded by Senator Harvey. Form E/F and Form A have fields regarding required instructor qualifications (Required by Higher Learning Commission). Form E/F require an instructional dollars exception (required by Registrar). Form L provides a proposal log of suggested changes. Also added is an optional manual checksheet. Questions were asked about the instructor qualification form. Senator Fadayomi said that some courses taught my multiple faculty. Leonard said this is only for new courses to fill out. Seiferlein said it is really the course minimum and not really specific to an instructor. Senator Gray suggested wording be changed and asked why Dean required to sign off. Leonard said dean check mark makes Dean is aware in case new faculty are needed. Leonard said stating Minimum qualifications in title is possible. Zube asked if this makes dean possible for being required to hire new faculty. Leonard said it was a communication channel but not necessarily a trap. An example was looked for and sample document. President Alspach asked for postponement to October. Senator Jadhov moved to postpone seconded by Zube. Senator Gray asked if we discuss other changes? Senator Axford asked if documents/forms on website. Leonard said yes that forms are on website. It was asked if the forms are not already used and what should you do. Leonard said forms are in use and can be used. Motion to postpone passed 67% to 33%. Leonard explained that the Form L will allow for comments which do not fit on Form A. Senator gray asked a questions about who could edit that. He questioned whether it should be limited to proposers/ There was a need for editing with tracking. Mechanisms such as a google sheet were ssggested.</p>
7	<p>General Education Proposal Process Senator Zube moved to discuss the Gen Ed approval process. Senator Gray seconded. General Education Chair Victor Peirce said the 3 aims were to 1) clarify the curriculum process, 2)track proposals and consultations with the RAM committee. Need members for all subcommittees (see Victor for details). RAM will send out appropriate consultations. There is a deadline of 15 working days for committees to address proposals. In order to reduce loop of revision, after 2 revisions it must be forwarded from subcommittee to General Education Committee. If the two disagree, proposal sent to Academic Affairs for final decision. Senator Jadhov asked if this limits revision to 4? Victor said yes. Senator Beaudry asked if what happens if not address? Peirce said proposals sent back should have adequate comments. Senator Hanna asked it to be noted that this does not go through department faculty or dean. It appears that faculty are ruling by subcommittee and not by process. It is the program faculty that are the guardians of the program offerings. Peirce said no, but this is a separate process but assumption is that course proposal also goes through UCC. Also not all Gen Education subcommittee chairs are not Arts and Sciences. President Alspach called for a vote to support. Senator Weaver noted the motion on the floor was actually to discuss. Senator Gray moved to support and Senator Weaver seconded. Motion passed 84% to 13% with 3% abstaining.</p>

8	<p>Athletic Recognition Athletic Advisory Chair Cathy Archer recognized Spring 2019 sports for Mens Tennis, Mens Golf, Mens Track and Field and Womens Track and Field. GLIAC awards and national recognition were included. Photos were taken of members and coaches able to be present.</p>
9	<p>Student Government Report Student Government Representative Zach Deaubel came to say that they continue to organize and seek new members. They will be participating in the alleyway cleanup. They are also creating a new governing document.</p>
10	<p>Strategic Planning Committee Jennifer Johnson not that strategic plan documents were sent in the packet. She referred to the website for strategies on how to make the plan work. They have 14 key strategic targets which will be live with data and the plan is going to the Board of Trustees for a vote on October 4th. Comments can be made at the September 5th and 10th SPARC committee meetings. Senator Zube addressed a question about providing adequate resources for implementing plan (recognizing that Johnson personally cannot answer it). She noted the concern and said she hopes that adequate resources will be included.</p>
11	<p>HLC Co-chairs Ek and Haik gave a summary of process. They observed they are 1 year away from the submission. They are sending out newsletters with themes- including: assessment; the Ferris-Kendall relations; graduate programs; scholarship; equity and diversity. A video will be presented in the October meeting.</p>
12	<p>Announcements President Eisler announced that there was still not a state budget but that they were possibility of operating on a continuing budget. This is a more significant issue for public schools. He noted the beginning of the year went smoothly and he appreciates everyones efforts.</p> <p>Provost Paul Blake encouraged all to work on the Innovation fair cosponsored by the Senate and Academic Affairs.</p> <p>The full HLC report has been moved to the October 2, 2019 meeting.</p>
13	<p>The Semate adjourned at 11:47 a.m.</p>