Minutes
Ferris State University
September 4, 2018- 10:00 a.m.

Members in Attendance: Aslakson, Alspach, Axford, Bacon, Bajor, Baran, Berghoef, Bright, Calkins, Dawson, Daubert, Desmond, Drake, Emerick, Epps. Fadayomi, Foulk, Gray, Hanna, Herrington, Inabinett, Isler, Johnson, Lotoczky, Moore, Rumpf, Shimko, Smith, Swinkunas, Thomson, Todd, Weaver, Waters, Wolfer, Wyss, Zube, Zyla,
 Members absent with cause:
Members absent:
Ex-Officio and Guests: Bentley, Buse, Campbell, Damari, Eisler, Franklund, Garrison, Gibbs, Greene, Haik, Hall, Hawkins, Johnson M., Leonard, Martin, McKean, Mudel, Nicol, Piercey, Pilgrim, Postema, Zimmerman

1.	President Alspach called the meeting to order at 10:05 a.m.
2.	**Approval of Minutes.** Senator Zyla moved to approve the minutes. Senator Baran seconded. Senator Bajor was recognized to state his disagreement with the minutes as inaccurate. A line had a senator referring to the digital forensics program as "a program too overburdened for APR" when in fact this program had completed APRE, received ABET accreditation and was unfairly maligned. This lead to questions as to why APR demanded such stringent reporting from programs which had multiple outside accreditation. The CIIT program which had petitioned for a delay in review had been denied despite multiple staff illnesses. He asked to have that line stricken from the minutes. Senator Moore asked why these programs could not be done through the accrediated process. Parlimentarian Epps noted that if the statement occurred, it could not be stricken. It could be annotated. Secretary Isler said she would work to create an annotated minutes reflecting the comments made at this meeting. Senator Moore had some additional errors which were submitted to Secretary Isler. President Alspach encouraged senators with corrections to send them to Secretary Isler in advance of the meeting. The motion passed by a voice vote.
3.	**Open Forum** Senator Epps passed out handouts from SPARC (Strategic Planning and Resources Council) about their planning process and a list of data resources. She encouraged senators to attend a forum on the process from 11:00-12:30 p.m. Senator Fadayomi asked that an invitation be sent out.
4.	**Officer Reports/ President Report** President Alspach presented the plaque to outgoing President Charles Bacon (it was not ready at the April meeting from the previous year). She thanked him for his service and continuing dedication to the Academic Senate and its role at Ferris State University. She said that a survey about the new retreat format would be coming out and she encouraged all who attended the retreat to respond. She noted that there were also changes to the model of how the monthly meetings would operate. Vice-President Bacon stated that committee preference forms would be coming out soon and encouraged all Senators to apply. Senators are required to serve on a committee. Secretary Isler reported that the Senate is happy to welcome the new Administrative Assistant Joyce Mudel who was starting full time that day. She noted that because the Senate laptop which has not yet been retrieved from IT for her, contained the clicker software device so for this meeting voice votes would be taken. Clickers will be used at the next meeting. She also said she was looking for volunteers for the Rules Committee which makes changes to the Charter. If anyone has issues, or wishes to serve on this committee please contact her directly.
5.	**Senate Committee Reports**

	Gary Todd noted that he Academic Program Review reports would be coming in to meet with the committee beginning on September 17th and the committee was working on modifying the structure and timeline of the group. Senator Fadayomi reported that the Data Driven Task Force was meeting and working.
6a.	**University Curriculum Manual- Process Changes.** Senator Calkins moved to approve the process changes. Senator Thomson seconded. UCC Chair Rusty Leonard presented on suggested changes to both forms and the process for the curriculum proposal process. A subgroup called RAM (Registrar, Academic Affairs and MyDegree, and UCC chair) would assist in funneling proposals and sending out appropriate consultation forms earlier in the process. This will lead to efficiencies in getting proposals through faster. It will also help with new checksheet creation. Senator Moore asked what happens when things are not approved? Where does it go? Leonard said this will help to fix those issues before it comes up to the UCC. Senator Thomson asked if it were possible for a proposal to go through RAM without having departmental approval? And go to Form B consultations first? Leonard said yes but usually these proposals would have been discussed as a program. Senator Foulk noted that the Form G was using old wording for the Diversity section- it should include race, ethnicity and gender. General Education Chair Victor Piercey said that form would be corrected. Senator Todd suggested instead of saying tracdat, use the term assessment tracking as names do change. Gray asked if there was a limit as to how long a proposal could stay at RAM before moving on to departments? Rusty said usually a week. Gray pointed out that could take longer if involved consultation forms from committees that do not meet that often. Some forms such as the Form C will no longer be mandatory. Motion approved by a voice vote. Chair Leonard encouraged Senators and faculty to sign up for the workshop on the new process which will be held in FLITE on September 12th.
7a	**Announcements / Campus and Committee Reports.** President Alspach noted the Conversation with the Senate concerning university budgets had been moved to December 2018. The emeriti memorial had been moved to the October meeting. President Eisler reported briefly that Ferris State University had returned to the Wall Street Journal rankings. He continues to work with Lansing on the Marshall plan and believes Governor Snyder intends to appoint more trustees before the end of his term. Because of legislation the Board now receives quarterly reports on Title IX complaints. He encouraged all to attend and participate in Homecoming on September 28th. Provost Blake was not present. Chief IT officer Jake Martin spoke about the student migration process from gmail to Outlook. It has been delayed and will be occurring over the semester break. Any questions about this process should go to TAC. This migration will greatly reduce problems with student emails going into spam folders. Students will keep the same email address. Buse asked if this would also include a migration of emeriti email? Martin said yes. Student Government President Bobby Gill introduced himself and talked about how Student Government would be focusing on philanthropy and social justice issues. Greg Zimmerman spoke of the passing of faculty Margaret Wan after a 2 year battle with pancreatic cancer. She loved to travel and lived life to the fullest. A moment of silence was observed.
8.	The meeting was adjourned at 11:25 a.m.