

**Academic Senate**  
**Agenda for the Meeting of**  
**April 24<sup>th</sup>, 2018**  
**UCB 202 A**  
**10:00 - 11:00 am Session**

1. Call to Order and Roll Call
2. Approval of Minutes
  - A. April 3<sup>rd</sup>, 2018
3. Open Forum
4. Reports
  - A. Senate President – Charles Bacon
  - B. Senate Vice President – Sandy Alspach
  - C. Senate Secretary – Melinda Isler
5. Senate Committee Reports
  - A. University Curriculum Committee – Rusty Leonard
  - B. Academic Minor Task Force – Michael Berghoef
6. Other Committee Reports
  - A. Student Government – Patrick Maloney
  - B. HLC Steering Committee – Mark Thomson
  - C. Graduate Education Committee – Kristin Conley
7. Old Business
8. New Business
  - A. UCC Proposal – 18-089: Digital Forensics Course Prefix Change – Rusty Leonard
  - B. Student Photo Policy – Keith Calkins
9. Conversations with the Senate
10. Announcements
  - A. FSU President - David Eisler
  - B. Provost – Paul Blake
  - C. Senate President – Charles Bacon
11. Open Forum

**Academic Senate  
Agenda for the Meeting of  
April 24<sup>th</sup>, 2018  
UCB 202 A  
11:00 - 11:50 am Session**

1. Call to Order and Roll Call
2. Open Forum
3. New Business
  - A. Election of Officers for 2018-2019 Academic Year
4. Open Forum
5. Athletic Recognition
6. Adjournment

**From:** [Sylvia H Maixner](#)  
**To:** [Antionette Epps](#); [Emily L Zyla](#); [Susan D Wancour](#); [Gary Moore II](#); [Sandra L Alspach](#); [Michael D Berghoef](#); [John Scott S Gray](#); [Mark A Thomson](#); [Charles R Bacon](#); [Daisy L Daubert](#); [Kristin A Conley](#); [Janice E Weaver](#); [Peter B Balanda](#); [Jennifer J Johnson](#); [Mischelle T Stone](#); [Olukemi O Fadayomi](#); [David M Marion](#); [Lawrence H Bajor](#); [Kathryn A Wolfer](#); [Jean M Inabinett](#); [James W Shimko](#); [Mark A VanLent](#); [Melinda K Isler](#); [Vanessa L Wyss](#); [Liza J Ing](#); [Emily J Aslakson](#); [Amy E Dinardo](#); [Keith G Calkins](#); [Bernadette J Fox Swinkunas](#); [Rose M Baran](#); [Katie L Axford](#); [Chuck G Drake](#); [David R Bright](#); [David J Hanna](#); [James A Rumpf](#); [Christiaan B Desmond](#); [Gareth B Todd](#); [Gary S Maike](#); [David M Nicol](#); [Susan M Roberts](#); [Steve E Reifert](#); [Paula D Olson](#); [Matthew M Adeyanju](#); [Kathy M Hotz](#); [David A Damari](#); [Michelle Balliet](#); [Larry R Schult](#); [Stephen W Durst](#); [Pam K Hughes](#); [Roberta C Teahen](#); [Anqie M Hollister](#); [Kirk E Weller](#); [Michelle L Johnson](#); [Paul Blake](#); [Robin R Hoisington](#); [Bill P Potter](#); [Christi J Swank](#); [Terri S Cook](#); [David L Eisler](#); [David Pilgrim](#); [Carol B Quigley](#); [Carrie R Franklund](#); [Clifton Franklund](#); [Leonard R Johnson](#); [Anne R Hawkins](#); [Arrick L Jackson](#); [Jason M Bentley](#); [Kristi L Haik](#); [Scott Garrison](#); [Paul Zube](#); [Rusty A Leonard](#); [Douglas L Haneline](#); [Jeanine A Ward Roof](#); [Margaret S Waters](#); [Rachel M Foulk](#); [Hira B Herrington](#); [Jerry J Emerick](#); [Cindy S Smith](#); [Brady D Flachs](#); [Josh T Lotoczky](#); [Debbie M Dawson](#)  
**Cc:** [Daniel Taylor](#)  
**Subject:** Academic Senate April 24th Meeting Agenda and Packet  
**Date:** Thursday, April 19, 2018 4:42:18 PM  
**Attachments:** [April24SenatePacket.pdf](#)  
[April 24 2018 Agenda - Academic Senate.docx](#)

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Good afternoon all,

Please find attached the agenda and packet for the April 24th Senate meeting.

See the links below to view the UCC proposals ready for Senate review.

These proposals will be going up for vote for approval in the Senate meeting:

- 18-089: [Digital Forensics Course Prefix Change](#)

These proposals have been approved by the UCC, and are included for information only:

- 18-043: [DNP Curriculum Revision 02](#)
- 18-054: [MEd. Special Education - Modifications](#)
- 18-065: [AUTO 480 Modification](#)
- 18-066: [AUTO 493 Outline](#)
- 18-071: [Forensic Child Psychology](#)
- 18-078: [Modification of a Certificate: DMS](#)
- 18-081: [Create New Course: PHAR 761](#)
- 18-092: [Revision of Degree - Molecular Diagnostics](#)
- 18-095: [Public Relations Minor Curriculum Clean-Up](#)
- 18-097: [Curriculum Clean-Up: ISIN 335](#)
- 18-103: [2018 Fall PTM Curriculum Revisions](#)
- 18-106: [Curriculum Clean-Up: BCTM and CETH](#)
- 18-108: [Course Level Outcome Updates – Physical Sciences](#)
- 18-109: [Curriculum Clean Up – Construction Management](#)
- 18-110: [Pre-Req Update – ENGL 150](#)
- 18-115: [RMIN Major Required Course Re-allocation](#)

Let me know if you have any questions.

- Sylvia

**Minutes  
Ferris State University  
April 3, 2018- 10:00 a.m.**

Members in Attendance: Epps, Fox, Bacon, Desmond, Drake, Daubert, Hanna, Marion, Bright, Zyla, Todd, Moore, Maike, Rumpf, Shimko, Weaver, Inabinett, Gray, Wolfer, Axford, Calkins, Conley, Bajor, Ing, Thomson, VanLent, Isler, Berghoef, Stone, Fadayomi, Zube, Balanda, Baran, Alspach, Wancour, Wyss

Members absent with cause: Aslakson, diNardo, Johnson,

Members absent:

Ex-Officio and Guests: Hollister, Hawkins, Jackson, Damari, Eisler, Haik, L. Johnson, Adeyanju, Blake, Teahen, Leonard, Durst, Reifert, Topcu, Manga, Ek, Yost, Wisby, Maloney, Van Treese, Nystrom, Hodges, Rohn

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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| 1. | President Bacon called the meeting to order at 10:00 a.m.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 2. | <b>Approval of Minutes.</b><br>Senator Zyla moved to approve the minutes. Senator Epps seconded. Senator Calkins noted several corrections which will be made by Secretary Isler. Secretary Isler noted that because of the staffing and room issues with the March meeting, please double check to make sure that attendance was recorded correctly. A sign-in sheet was used for attendance for that meeting. The motion passed 96% to 0% with 4% abstaining.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 3. | <b>Open Forum</b><br>Associate Provost Leonard Johnson noted that the Title IV requirements would be requiring faculty to acknowledge that their students were active participants. Senator Bacon asked if showing up counted as participation. Financial Aid Director Wisby said that they need to record participation in the class and taking exams would count. This data needs to be collected every semester to receive federal funding.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4. | <b>Officer Reports/ President Report</b><br>President Bacon noted that several important items were on the agenda for the day and needed discussion.<br><br>Vice-President Alspach that the Executive Committee would be meeting Monday to discuss appointments to the APR and UCC and Athletic Advisory Committee and encouraged others to apply. The Executive Committee has not yet met with the provost to discuss possible changes to committee structure. Senator Gray asked if they had considered his request to split it into two committees APR chair Todd noted that a poll of current members said that extending it out over a year may not increase the membership and will discuss the possibility of splitting the committee into accredited and non-accredited.<br><br>Secretary Isler noted that an Elections Committee report has been added to the Committee reports and encouraged senators to vote in the faculty wide Charter referendum which will be coming out that week. |
| 5. | <b>Senate Committee Reports</b><br>UCC Chair Rusty Leonard reported that 2 more proposals will be coming up for a Senate vote today.<br><br>Academic Standards and Policy Chair Jim Nystrom's motion was delayed until later in the meeting.<br><br>Mike Berghoef, Academic Minors Task Force chair gave a report on committee activities. They have been working on tracking down all relevant policies and what other institutions are doing. President Bacon asked if they would be able to make recommendations in April. Senator Berghoef said it may be necessary to ask for an extension on their findings because of the timing of the committee and the complexity of finding materials.<br><br>Daisy Daubert, Senate Elections Chair gave a report. All of the seats are now filled. Senator Josh Lotoczky will be the new senator from the Michigan College of Optometry and Gerald Emerick will be the new senator from College of Business.                                            |
| 6. | <b>Other Committee Reports.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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|     | <p>Student Government president Patrick Maloney noted they were working through elections and getting things ready for the Big Event.</p> <p>Senator Thomson deferred his report until the later Senate agenda item.</p> <p>Senator Stone presented on the Graduate Committee recommendations. The recommendations were the following: 1. Central Office, 2. Graduate Office/School/College Policies and Procedures, 3. Marketing, 4. Online Environment and 5. Growth and Development. Senator Balanda asked about financial assistance and Senator Stone said the possibility of teaching assistantships had been discussed. Senator Hanna asked if this report was for informational purposes only or would recommendations change. Senator Stone said the final recommendations had been sent to Provost Blake. Provost Blake said after meeting with deans on feasibility issues, some items may be returning to the Senate. Senator Gray asked about growth plans. Stone noted that modeling could be done in ways using layering certificates such as the MBA program.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 7a. | <p><b>New Program- Forensic Psychology Minor and Concentration.</b></p> <p>Senator Wancour moved to approve the Forensic Psychology Minor and Concentration. Senator Conley seconded. Senator Bajor asked the purpose of the minor. Program Coordinator Van Treese noted that it would be attractive to criminal justice majors as studies have shown that 50% of jail inmates have mental issues. Senator Todd asked why the Form B from Criminal Justice was left blank. Social Sciences chair Topcu noted that it followed the process. Dean Jackson noted that this program was not going to be recommended as necessary for criminal justice majors. Senator Weaver noted that this was also a minor would also be extensively used by the current psychology majors. President Bacon noted that the proposal listed Forensic Biology as a possible class but not forensic chemistry. The motion passed 71% to 23% with 6% abstaining.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 7b  | <p><b>Program Cleanup- Masters in Business Administration.</b></p> <p>Senator Epps moved to support the curriculum revision of the Masters in Business Administration Senator Bajor asked coordinator Alex Manga to explain the reasons why the change was needed. Manga noted our 48 credit hour program was significantly higher than other programs and the new approach was a lean approach. This approach allowed for layered certificates and reduced the credit hours. The program has moved forward in the rankings to 73 and they hope to continue it. It allows for self-paced programs that allow individuals not to spend 12-15 weeks in a single course. Senator Gray asked how ethics courses were handled? Manga said they are integrated across curriculum. Senator Bacon asked if non-credit courses mean faculty do not receive load? Manga said yes, but student must complete as part of degree. Senator Wolfer expressed concerns with the number of options which may lead to undersubscribed classes. Manga said they hope to pare them down. Ms. Yost also noted these are courses and options related to other business majors at Ferris which are just applied to some students.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 7c. | <p><b>Academic Amnesty Policy</b></p> <p>Senator Berghoef moved to support this policy. Senator Balanda seconded. This policy was reviewed and returned from the Academic Standards and Policy Committee. The audit form was not sent with the packet and will be sent following the meeting. Senator Hanna asked about exceptions to university policy and how you can count more credits than a normal transfer student. Senator Balanda noted that this policy does not supercede any policy of the university. Also that these are not transfer of credits but the credits actually earned at Ferris. Senator Epps noted the policy also states that for grades to count it must be a C or better. Senator Moore asked if this replaces any current policy. Academic Standards Chair Nystrom said no, this policy had never been implemented and it does deal not with financial aid or other policies. Senator Alspach asked why it was a 4 year gap when for some students, it may not take that long? Is it designed toward veterans with a 3 year tour of duty? Balanda said it was long enough to allow a significant change in life for people to regroup. Nystrom noted this was similar to other college policies. Senator Moore said he would be more comfortable with making it a 3 year period. Senator Gray also expressed an interest in a 2-3 year gap. Nystrom noted the Senate could do as they wished but this was consistent with other college policies? Senator Wancour asked if Banner was still an issue with implementation. Nystrom said yes but support of the policy should not be dependent on the technology that implements it. This motion is separate from implementation. Senator Epps said systems should not guide policy. Senator Hanna asked who else has these policies? Nystrom said Michigan Sate, University of Michigan, Central and several others. Senator Berghoef spoke in support of the policy and the 4 year period.</p> |

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|     | Motion passed 90% to 10% with no abstentions.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 8a  | <p><b>Senate Conversation- HLC Accreditation</b></p> <p>Senate liaison Mark Thomson presented the steering and criterion committee rosters to the Senate and also presented the criterion categories and information that is being gathered. Co-chairs Kristi Haik and Jeff Ek were introduced. Ek discussed the revision of the website at <a href="http://www.ferris.edu/hlc">http://www.ferris.edu/hlc</a> and said that they would be seeking input through that and other formats. He noted that the teams are working to identify gaps and the process has changed in that by year seven quality initiatives had to be started</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 9.  | <p><b>Announcements</b></p> <p>President Eisler said the Michigan Senate had proposed a 3% budget increase for higher education and the House had recommended 1.5%. He continued to watch the legislature on issues such as TIP funding and continues to monitor the sexual assault bills and the potential impact on institutional liability.</p> <p>Provost Blake reported that the writing center and tutoring center would be moving into FLITE and thanked the members of the committee for the valuable feedback they had provided.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 9.  | <p><b>Open Forum</b></p> <p>Senator Calkins noted he had asked earlier about a photo identification policy. President Bacon said this would be addressed by the Executive Committee in their next meeting.</p> <p>Senator Alspach noted upcoming athletics events with handicapped players including hockey on April 12<sup>th</sup> and another on April 17<sup>th</sup>.</p> <p>Senator Epps noted it was Public Health Week and a fair was currently going on in the IRC corridor.</p> <p>Senator Wancour noted the Dental Hygiene students would be doing a free oral cancer screening on April 26<sup>th</sup> from 5-8 pm.</p> <p>Senator Berghoef noted that the following week included the second conference on human trafficking in the University Center.</p> <p>Senator Hanna noted that it was important to note that the Senate was not asked to vote to support/not support the recommendations on fundamental changes to graduate education. This was the sort of issue the Senate was created for. Senator Stone noted these were not fully formulated recommendations and votes may be upcoming in the next fall.</p> |
| 10. | <p><b>Athletics Recognition</b></p> <p>The Senate recognized with a certificate and a photograph the following 3 sports; Volleyball, Football and Mens Basketball. It has been recommended to the Executive Committee that sports which advance to national playoffs or win conference championships receive such recognition.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 11. | The meeting was adjourned at 11:56 a.m.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

## Data-Driven Decision Making Task Force

### Charge of the Task Force:

1. To identify all available processes, databases, and resources at the university that can be used for continuous improvement
2. To make recommendations to the Senate on how the information can inform curricula and program improvement.

### Timeline:

1. Establish an agenda for the 2018-2019 academic year and report that agenda at the 2018 Academic Senate Retreat
2. Make progress reports to the Academic Senate at monthly meetings
3. Make recommendation(s) to the Senate by the first Senate meeting in April 2019



## **Minor Task Force Update to Senate Executive Committee 4/9/18**

**To:** Senate Executive Committee  
**From:** Michael Berghoef, SEC, Chair of Academic Senate Academic Minor Task Force  
**Date:** April 9, 2018  
**Subject:** Progress Report for Academic Minor Task Force

The purpose of this memo is to present an update on the progress of the Academic Minor Task Force with respect to their charge of investigating the process of assessing academic minors at Ferris State University. The members of the Academic Minor Task Force are Michael Berghoef, Timothy Eklin, Rachel Foulk, John Gray, David Marquard, Susan Morris, and Heather D. Pavletic.

The Taskforce has met three times since receiving its charge in January. To date, we have reviewed the definitions and differentiations (i.e. minors, program minor, stand-alone minors, concentrations, certificates, endorsements, specializations, special programs, tracks, add-ons) as well reviewed the history of minors and the current reporting and assessment requirements of minors. We have looked at these both internally and externally to see how other universities define these academic offerings.

We have also reviewed policies, including the various and varied philosophy statements (mainly HLC, UCC and APR) and tracked down FSU's elusive APR abbreviated Manual for Minors (cryptically named "AbbProc042506") with the help of our archivist Senator Isler, Professor Emeritus Hanline, and the archive.org website. We are looking at this document carefully as it is a past attempt by the Academic Senate to "right-size" our approach to reviewing minors, rather than clumping them in with all of the majors and other programs in the "one size fits all" approach taken by APR currently. It was discontinued for an unknown reason but may be a good starting point for revising how minors are reviewed by FSU's APR. Additionally, we are reviewing our Carnegie Comparables and other similar institutions with respect to the minor and the current practices employed at those universities for promoting and assessing minors. Some universities have much more streamlined and continuous assessment approaches that seem very efficient and are worth considering for adoption at FSU.

We have found very little literature on any topics relating to academic minors to date but continue this search. We have reached out to FSU's Institutional Research and Enrollment Services, with some success, to see what data is already collected on our academic minors that may be of use in the description and evaluation of academic minors. Additionally, we are reaching out to the Provost's office, the College of Arts & Science (where most of the 76 FSU minors reside), and listservs subscribed to by our colleagues around the country for additional information, so as not to be limited to our current practices, we are trying to identify what data would actually be useful to the advisors and panels responsible for evaluating academic minors, including data not currently collected.

## **Minor Task Force Update to Senate Executive Committee 4/9/18**

We are in the process of composing a comprehensive list of perennial issues relating to minors that have been generated by APR and previous senate conversations including:

- benefits of minors,
- cost of minors to students, faculty, colleges and the university,
- identifying students required to have minors,
- students who are not required but still choose to obtain minors,
- the reasons why students would elect to obtain an non-required minor,
- the context of the minor contrasted to other academic offerings (such as certificates or endorsements), and
- the minor's relation to general education at FSU.

Given the scope of the task, we recommend that the senate extend our time frame beyond the spring semester in order to properly address the wide variety of interconnected issues emerging. The fall senate retreat may be a good place to report and discuss the recommendations.

Respectfully submitted,

Michael Berghoef, Academic Minor Task Force Chair

**Committee name:** Professional Development Committee

**Committee charge:** The Committee reviews and evaluates professional development grant proposals submitted by the faculty, develops procedures and guidelines to evaluate these grants, and assesses the effectiveness of the program.

**Committee members:**

- David McClendon, ASC (chair)
- Cecil Queen, EHS (secretary)
- Larry Bajor, BUS
- David Bright, Senate rep
- Leonard Johnson, AA (ex-officio)
- Paul Klatt, at-large
- Gerry Lucas, CET
- Dejah Rubel, L/C
- Lisa Salvati, PHR
- Jennifer Schad, OPT
- Emily Zyla, CHP

**Most recent meeting:** Thursday, April 5, 2018

**Next scheduled meeting:** Thursday, October 4, 2018

**Committee Actions in 2017-18:** During the 2017-18 academic year, the Professional Development committee met three times: in October, in November, and in April. At each of these meetings, the Committee reviewed professional development grant proposals submitted by the faculty. Overall, the Committee reviewed a total of 10 applications from 11 different faculty members representing 5 different colleges. Of these applications, the Committee voted that 7 be funded in their entirety, 2 be partially funded and 1 not be funded. The total amount awarded during our three meetings was \$27623.97, broken down by award cycle as follows:

| Cycle                                            | Number of Proposals Received | Total Amount Requested | Number of Proposals Funded | Total Amount Awarded |
|--------------------------------------------------|------------------------------|------------------------|----------------------------|----------------------|
| Third cycle of 2016-17<br>(Sept. 2017 deadline)  | 2                            | \$5000.00              | 2                          | \$3500.00            |
| First cycle of 2017-18<br>(Nov. 2017 deadline)   | 3                            | \$14601.62             | 3                          | \$14514.62           |
| Second cycle of 2017-18<br>(April 2018 deadline) | 5                            | \$22323.16             | 4                          | \$9609.35            |
| <b>Academic year 2017-18</b>                     | <b>10</b>                    | <b>\$41924.78</b>      | <b>9</b>                   | <b>\$27623.97</b>    |

In addition to reviewing grant proposals, the Committee also reviewed some of the procedures and guidelines associated to these grants. In past years, we had received worthy proposals from non tenure-track faculty which, under rules established by the Senate, were not eligible for consideration for funding. At our October meeting, the Committee discussed whether or not to recommend to the Senate the possibility of non tenure-track faculty being made eligible for Professional Development grant funding. We considered two possible recommendations:

1. Treating proposals from non tenure-track faculty the same as proposals from tenure-track faculty;

2. Accepting proposals from non tenure-track faculty, but giving explicit priority to tenure-track faculty.

Ultimately, we decided against making either of these recommendations: as to the first possible recommendation, we do not believe the Professional Development grant program is sufficiently funded to be able to support all worthy applications from both tenure-track and non tenure-track faculty, and want to make sure as many proposals from tenure-track faculty are supported as possible. As to the second, because of the existence of multiple grant cycles within an academic year, we had concerns that funding a proposal from a non tenure-track faculty member in an early cycle might not leave enough money in a later cycle to support a proposal from a tenure-track faculty member, defeating the purpose of prioritizing tenure-track faculty.

**Recommendations to the Senate:** At our April meeting, we reviewed the mission of the Committee and discussed the content of its web page. We recommend no changes to our mission nor any changes to the rubric under which professional development grants are evaluated, but we have an informal recommendation regarding the types of proposals we encourage. Item 3 on our current committee web page currently reads:

“Develop disciplinary skills or strategies to enhance faculty/student collaborations.”

We recommend that this sentence be rephrased to read

“Develop skills relevant to one’s field and/or strategies to enhance faculty-student collaborations.”

Some committee members felt that the phrase “disciplinary skills” could be misconstrued as “development of one’s self-discipline”, particularly by faculty members in units like FLITE that may not think of themselves as studying a particular discipline.

**Submitted by:** David McClendon

**Date:** April 10, 2018

# Ferris State University Student Life Committee 2017-2018 AY Final Report

## Mission Statement

The responsibility of the Student Life Committee is to define and recommend to the Academic Senate institutional policy as it affects students, including but not limited to the following areas: housing, health services, advising and counseling, student conduct and judicial services, financial aid, and publications.

The Committee has a primary responsibility to bring before the Senate policy matters in the area of student life. It will be responsible for defining, recommending, and periodically reviewing policy in the realm of student life in order to provide additional direction to those charged with the administration of institutional policy.

The committee will receive recommendations and opinions from other established bodies and committee on student life issues.

## Academic Year Activity

The committee met six times during the academic year.

The committee reviewed data from numerous student surveys in an effort to identify a specific area for improvement. From the review, committee members focused on student satisfaction with advising, parking, and sidewalk safety. Topics discussed included faculty satisfaction with MyDegree and current checksheets, high-school advising, faculty advising, and creation of a specific student life survey.

The committee's final decision was to develop a plan for student input utilizing focus groups. Dr. Donna Smith was invited to assist the group in the development plan for next year.

Provost Blake attended the last meeting to discuss the Academic Literacy Initiative and its impact on student life.

## Committee Membership

Kathryn Wolfer

Vanessa Wyss

Jennifer Johnson

Gary Moore

M. Sue Waters

Michelle Sahr

Robert Most

Mark VanLent

Elisa Cotter

Cami Sanderson

Joy Pufhal

Bryan Marquardt

Lindsay Barber

Bruce Borkovich

Janice Weaver

Chance Galvin

Respectfully submitted.

M. Sue Waters, Chair

| College/Unit                 | Last Name  | First Name | Terms Left | Office   | Ext          | Committee Assignment              |
|------------------------------|------------|------------|------------|----------|--------------|-----------------------------------|
| Arts and Sciences            | Alspach    | Sandy      | 1          | JOH 127  | 2779         | Athletic Advisory                 |
|                              | Berghoef   | Michael    | 1          | ASC 2108 | 2765         |                                   |
|                              | Gray       | John Scott | 1          | JOH 119  | 3515         |                                   |
|                              | Thomson    | Mark       | 1          | ASC 3007 | 5895         | HLC Steering Committee Senate Rep |
|                              | Bacon      | Charles    | 1          | ASC 3019 | 2586         | Athletic Advisory                 |
|                              | Daubert    | Daisy      | 1          | ASC 2012 | 2554         |                                   |
|                              | Weaver     | Janice     | 1          | ASC 2098 | 3597         |                                   |
|                              | Johnson    | Jennifer   | 1          | ASC 2074 | 2768         | Student Life                      |
|                              | Fadayomi   | Olukemi    | 2          | ASC 2009 | 5628         | International Education           |
|                              | Foulk      | Rachel     | 2          | JOH 124  | 2776         |                                   |
| Business                     | Bajor      | Larry      | 1          | IRC 212B | 3153         | Professional Development          |
|                              | Wolfer     | Kathryn    | 1          | WCO 102  | 2399         | Student Life                      |
|                              | Inabinett  | Jean       | 1          | IRC 212E | 3133         | Athletic Advisory                 |
|                              | Herrington | Hira       | 2          | IRC 229  | 3143         |                                   |
|                              | Shimko     | James      | 2          | IRC 212J | 3157         |                                   |
|                              | Emerick    | Jerry      | 2          | IRC 212L | 3148         |                                   |
| Engineering Technology       | Rumpf      | Jim        | 1          | SWN 108  | 3591         | International Education           |
|                              | Desmond    | Christiaan | 1          | AUT 103H | 2361         | APRC                              |
|                              | Todd       | Gareth     | 2          | SWN 405  | 5041         | APRC                              |
|                              | Hanna      | David      | 2          | GRN 221  | 2680         |                                   |
|                              | Drake      | Chuck      | 2          | JOH 311  | 2788         |                                   |
|                              | Dawson     | Deborah    | 2          | JOH 306  | 3204         | APRC                              |
| Education and Human Services | Wyss       | Vanessa    | 1          | BIS 414  | 5377         | Student Life                      |
|                              | Flachs     | Brady      | 2          | BIS 412  | 3519         | Athletic Advisory                 |
| Pharmacy                     | Axford     | Katie      | 1          | PHR 202A | 2201         |                                   |
|                              | Bright     | David      | 1          | PHR 202B | 2231         |                                   |
|                              | Baran      | Rose       | 2          | PHR G    | 616-436-1134 |                                   |
| Health Professions           | Epps       | Antoinette | 1          | VFS 409  | 2266         | Athletic Advisory                 |
|                              | Zyla       | Emily      | 1          | VFS 318  | 2275         | UCC                               |
|                              | Moore      | Gary       | 1          | VFS 320  | 3187         |                                   |
|                              | Waters     | Sue        | 2          | VFS 300A | 3186         |                                   |
| Librarians/Counselors        | Isler      | Melinda    | 1          | FLT 358  | 3731         | UGPC                              |
|                              | Smith      | Cindy      | 2          | STR 321  | 3058         | Library/Historical/Archival       |
| Optometry                    | Aslakson   | Emily      | 1          | MCO 231  | 2177         | DTA                               |
|                              | Lotoczky   | Josh       | 2          | MCO 257  | 2178         |                                   |
| Non-Tenure Track Faculty     | Calkins    | Keith      | 1          | ASC 3018 | 5369         | Faculty Research                  |
|                              | Zube       | Paul       | 1          | JOH 404  | 3634         |                                   |
|                              | Swinkunas  | Bernadette | 1          | ASC 3080 | 2522         |                                   |