ALC MEETING MINUTES
February 19, 2013

Membership: Anne Marie Gillespie, Brian Bouwman, Brian Craig, Cambria DeHoag, Cheryl Cluchey, David Steenstra, David Frank, Debbra Curtiss, Deborah Dawson, Deborah Thalner, Debra Cox, DeeDee Stakley, Douglas Haneline, Glen Okonoski, Gregory Zimmerman, Gregory Wellman, Helen Woodman, James Powell, Janell Hemingway, Jim Woolen, Joseph Karafa, Joseph Lipar, Julie Coon, Justin Faris, Kim Hancock, Kirk Weller, Larry L Schult, Leah Monger, Matt Pinter, Matthew Olovson, Michael Ropele, Michael Cooper, Michael Bouthillier, Piram Prakasam, Randall Schroeder, Robert Buckingham, Ron McKean, Sharon George, Shelly VandePanne, Steven Reifert, Tami Wolverton, Theresa Raglin, Todd A Stanislav, Tom Behler, Tracy Powers, Trinidy Williams
Regular Guests: Paul Blake, William Potter, Robbie Teahen   **Guests:** Karen Strasser, John Urbanick

AGENDA
1. FCTL Programming for New Faculty – Todd Stanislav
2. Funding Programs – Karen Strasser
3. Replacement of Lotus Notes – John Urbanick
4. Presentation about Criminal Justice – Steve Reifert
5. Open Forum
6. Updates from Colleges/Schools/Departments

Handouts
FCTL Conference Handout
OAR Handout
CJ Programs Handout

1. FCTL Programming for New Faculty
   ❖ Todd Stanislav reminded everyone to use the spreadsheet for new hires found on the Academic Affairs shared drive in the New Faculty Orientation folder. There is an additional column for anticipated fall hires. Every Thursday from 11:00 am – 12:45 pm the New Faculty Transition Program is held in IRC. Please try to avoid scheduling new faculty to teach and to hold office hours from 12-1 on Thursdays, if possible. He also provided a handout for the SoTL Academy Conference on May 19-21 at GVSU titled Making Student Learning Visible.

2. Funding Programs
   ❖ Karen Strasser provided a handout with screenshots of the OAR website. There is a new shortcut to the OAR page found at ferris.edu/research. She explained the grant submission process using In4Grants to search, collaborate, and approve grants easily. Each department or area will have their own research FOAPs to track grant funds.
   ❖ Upcoming Deadlines for Internal Grants:
        a. Faculty Research Fellowship – June 14, 2013
        b. Student Research Fellowship – March 8, 2013 (Friday before Spring Break)

3. Replacement of Lotus Notes
   ❖ There are two proposed products to replace Lotus Notes: Google Apps for Education or Microsoft Office 365. Both are cloud-based, offer instant messaging, conferencing, and large mailbox storage. John Urbanick would like areas to ask faculty to join the committee to help decide between the two products. The timeline for University implementation is on the MyTechSupport website.

4. Criminal Justice
   - ❖ Steve Reifert gave an overview of the CJ programs and provided a handout listing the programs. All students who are admitted start as Pre-CJ and after successful completion of the first two years, they must choose a concentration of either Law Enforcement, Generalist, or Corrections to complete their bachelors. They currently offer a M.S. in Criminal Justice Administration in Big Rapids, Grand Rapids, and Howell. There are off-campus locations around the state where students can complete a 3-plus-1 program is growing with one starting in Dowagiac at Southwestern Michigan College this Fall and one in the works with North Central CC.

5. Open Forum – no new discussion

6. Updates from Colleges/Departments
   - ❖ Next meeting
       a. The education advisory board will be holding a webinar on higher ed research.
       b. The Dental Hygiene and Medical Imaging program will be highlighted.
   - ❖ Cheryl Cluchey from EIO reported the waitlist process for registration has changed and they are considering the waitlist feature on Banner. She would like to see a uniform online waitlist process.
   - ❖ Brian Craig announced he will be working on creating a Master of Architecture with Kendall.

Adjourn: 9:45 am