

## **Minutes of Librarian's Meeting, September 22, 2020 (Zoom meeting; Votes via chat)**

**Attending:** Heather Symon Bassett, Melinda Isler, Stacy Anderson, Leah Monger, David Scott, Jason Bentley, Ann Breitenwischer, Mari Kermit-Canfield, Elise Bohn, Ben Boss

**Absent:** Ali Konieczny, Paul Kammerdiner, Dejah Rubel, Fran Rosen

### **Call to Order (Isler)**

The meeting was called to order at 11 am by Melinda.

### **Approval of Minutes (Bassett)**

The 8/28/20 minutes were approved unanimously as presented.

### **Dean's Update (Bentley)**

Please refer to the written 'Dean's Update – September 22, 2020' (see attached) sent via email on 9/21/20.

### **Discussion About FLITE Org Structure (Bentley)**

Please refer to the 'Dean's Update – September 22, 2020'.

### **Other (All)**

Ann agreed that information in the Dean's Update sufficiently addressed questions posed in her September 17, 2020 Status of Research & Instruction Services communication. She emphasized the importance of FLITE visibility on campus to reinforce its integral role in educational processes at Ferris.

Melinda suggested that joining an Academic Senate committee was a good way to promote FLITE visibility and encouraged all librarians to consider completing applications by the 9/25/20 deadline.

The meeting adjourned at 11:18 am

Submitted by: Heather Symon Bassett

Approved October 27, 2020

# FERRIS STATE UNIVERSITY

FERRIS FORWARD

Dean's Update – September 22, 2020

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## *With Appreciation*

Thank you for the many communications with ideas, resources and encouragement as we continue to navigate changing circumstances. I want to personally extend a note of thanks to our colleague, Ms. Mari Kermit-Canfield. As Creative Learning Librarian and Coordinator of Research Services, she worked collaboratively with colleagues from FSUS and EIO to operationalize an online version of the Amazing Library Race – a resource previously managed with, and largely by, Ms. Kristi Motz. As with any first-time experience, there exist opportunities to further enhance this online experience for our students. Elevating ideas and suggestions for improvement are part of a healthy learning organization and should continue to be part of all our work together. As you have ideas to further enhance the Amazing Library Race, please send these to Ms. Kermit-Canfield so she is able to directly manage this learning experience; your ideas strengthen our collaboration with FSUS and EIO on this initiative.

## *Organizational Chart & Representation in Communications*

In response to the September 17, 2020 from our colleague, Ms. Anne Breitenwischer, and the electronic exchanges on September 18, 2020 concerning the organizational representation of Research and Instructional Services (RIS), I want to affirm that RIS certainly does exist. The Academic Affairs listing of [Deans, Department Heads/Chairs/Program Coordinators](#); however, does not list RIS because there is no longer a chairperson/department administrator representing this unit and reporting directly to the dean. With respect to the August 25, 2020 message to students and the [Student Re-Engagement Guide](#), please note that FLITE does appear on page five with academic resources. In the [FAQ document](#), details about FLITE are noted along with the University Center to highlight operational hours and FLITE's LibGuide. Purposeful reference to FLITE in this area intended to aid student awareness of facilities they often frequent. The reference was not intended to suggest FLITE was not an academic unit or source.

For the university fact book, an updated organizational chart reflecting personnel changes and containing the RIS unit was part of the submission this year; however, the fact book only reflects organizational positions reporting directly to the Dean.

Prior to receiving the September 17, 2020 letter, I suggested the topics of organizational structure be added to an upcoming Librarian meeting. The reason for this request is due, in part, to the current opportunities within FLITE. Following the elimination of the Assistant Dean of RIS, there was not a formal adjustment in the organizational arrangement. This fact along with discussions concerning FLITE's strategic plan and processes for reappointment, tenure, promotion, etc., amplify an opportunity for organizational reconceptualization.

It is my sincere hope we will begin a robust discussion of possible and preferred organizational opportunities, in concert with the completion of an updated strategic plan. To aid the start of these discussions, a graphical representation of the current organization appears in the attached document.

#### *Student Success Plan (SSP)*

The Student Success Plan (SSP) is a comprehensive document designed to aid the University in realizing educational improvement through goals and strategies that optimize student recruitment, retention, persistence and completion. The goal is to prepare the University to respond effectively in the complex and uncertain internal and external environments to recruit, retain and graduate students prepared to move forward in their careers. A copy of the SSP appears in the attached document, *Ferris State University Student Success Plan 2020-2024*.

#### *Academic Performance Solutions (APS)*

Academic Performance Solutions (APS) is a decision-support platform enabling individuals across institutional departments to easily access data and peer benchmarks around course offerings, faculty workload, course completion rates, department-level costs, and other key performance indicators. In partnership with EAB, Ferris will finalize configuration of this platform and begin to engage users through applied, virtual trainings in October and November.

#### *Academic Literacies Center – Fall 2020 Tutoring & Writing Assistance*

This semester, the Academic Literacies Center continues to support both in-person and virtual tutoring. Writing assistance for the semester is fully remote. For onsite, face-to-face tutoring, the ALC is able to accommodate 18 visitors at one time. Information about tutoring and writing assistance is available online at <https://www.ferris.edu/alc>.

#### *Rumor Control*

On occasion, I receive various inquiries concerning topics or questions swirling around campus. I would welcome knowing your questions and either providing clarification or tracking down an answer for you.

Respectfully submitted.  
Dr. Jason Bentley, Interim Dean of FLITE