

**Ferris State University
Academic Senate Regular Meeting
September 4, 2007 – 10:00 a.m.
West Campus Community Center**

I. **Call to Order: President Griffin** called the meeting to order at 10:01 a.m.

II. **Attendance**

Officers Present: President Richard Griffin, Secretary Lucy Ngoh, Vice-President Khagendra Thapa, Past President Adnan Dakkuri

Officers Absent: None

Senators Present: Abbasabadi, Alspach, Beistle, Berghoef, Carter, Cline, Cron, Ding, Drake, Goosen, Hancock, Haneline, Hansen, Hardman, Jewett, Klatt, Kouider, Liszewski, McLean, McMartin, Morcom, Nagel, Nelson, Purvis, Sanderson, Sun, Van De Mark, Watson, Weemaes

Senators Absent: Danley (excused), Hanna, Kavanaugh (excused), Potter

Ex-Officio Members Present: President David Eisler, Interim VPAA Tom Oldfield

Ex-Officio Members Absent: Joe Viviano, FSU Student Govt. President

Guests: Leonard Johnson, Ellen Haneline, Michelle Johnston, David Nicol, Roberta Teahen, Don Flickinger

III. **Approval of the April 24, 2007, 10:00 a.m. minutes, and April 24, 2007, 11:00 a.m. minutes.**

Senator Papo, with support from **Senator Carter**, moved to accept the minutes of April 26, 2007, 10:00 a.m. as written. Motion carried.

Senator Carter, with support from **Senator Hancock**, moved to accept the minutes with the following change: Date change from April 24, 2006 to April 24, 2007. **Senator Kouider** asked for an explanation of officer attendance roster. It was explained that newly elected officers do not take office until the first meeting of the next academic year. **Senator Hansen** called for point of order, further explanation can be made outside of meeting time. Motion carried.

IV. **Open Forum**

Senator Drake offered that this meeting marks the twenty-first anniversary of the Ferris State University Academic Senate.

V. **Reports**

President Griffin reported that Joanne Gerst of the Registrar's Office emailed him regarding banner questions asked during the Senate Retreat. It is possible to load a syllabus into the system; however the formatting is not as the original. The ability to check room availability will be added to the list of requests to be reviewed. Creating a "dummy student" is not an option, as it skews reports and leads to confusion.

Vice President Thapa thanked Drs. Duffett and Oldfield for having sound equipment available for the Senate meeting. He reminded Senators that the Senate Committee vacancy form was emailed to all faculty in July, August and would be sent again today. There are three questions on page 2 of the form that the Senate Executive Committee would like completed. Two faculty members are needed immediately to serve on the University Curriculum Committee, one from Optometry and one from the University College. VP Thapa asked that Pharmacy colleagues should be encouraged to serve on Senate Committees. Senate Policy 01.3 says that after all positions are filled with volunteers for the college/unit, other vacancies will then be filled by volunteers from other colleges, with selections being guided by volunteer's preference sheet. The length of term for these volunteers will be one year. The UCC and the Academic Program Review are exempt from this process. This rule was suspended in both of the last two years. **Senator Haneline** asked if the suspension of the rule is no longer in effect, **VP Thapa** replied yes, unless the Senate would like to reinstate the rule. **Senator Haneline** asked if some committees are lacking members, **VP Thapa** replied that some committees are historically short, due to size of the college/unit. **Senator Nagel** asked where in the Charter

does it speak to the suspension of the rules. **VP Thapa** replied it is in the Policy and Procedure section at the end of the Charter (Policy ASP: 01:3). **Senator Carter** added that it is page 15 of the current Charter.

Secretary Ngoh had no report at this time.

VI. Committee Reports

University Curriculum Committee – UCC Chair Leonard Johnson reported that two Welding Engineering proposals were approved during the summer by email vote, as shown on the report included in the Senate meeting packet. **Senator Papo** inquired about the vote of concern and the vote of no support on the proposals approved. **Senator Drake** responded that his vote of no support was due to the moving of generic course work in specialized welding courses. **Senator Alspach** responded that her vote of concern was registered because of her concern that faculty members are no longer allowed to teach due to different course prefix. **UCC Chair Johnson** reported that all concerns were forwarded to the VPAA with the proposal. He stated that the UCC will be meeting on Wednesdays at 9 a.m. during this semester. One copy of proposals should be mailed to the Senate Office for distribution by email. There are four seats on the UCC, those being University College, Optometry, Business and Pharmacy.

VII. New Business

- A. Senator Haneline, with support from Senator Jewett, moved to continue the work of the Senate Emeriti Ad Hoc Committee, at the request of Senator Watson. Senator Haneline** commented that the committee has done very good work and he supports their wish to continue. **Senator Papo** added the friendly amendment “to continue through the end of the current academic year with a report at the end of the year”. Original motion makers accepted the friendly amendment. After further discussions, it was concluded that the committee be continued for one year. Senator Watson asked members of the Senate Emeriti Ad Hoc Committee if they wanted to continue serving on the committee. **Senators Watson, Sun, McMartin, Carter, and Klatt** agreed to continue on the committee. **Senator Haneline** commented that the Senate should recognize publicly those that serve on committees for an excellent job. **Motion carried.**
- B. University Curriculum Manual Updates - Senator Haneline, with support from Senator Thapa, moved to accept the changes as presented.** Dr. Johnson thanked members of the University Curriculum Committee, Don Flickinger, Tom Oldfield, Robert Von der Osten, Doug Haneline and Paula Hadley for their work on the document. **UCC Chair Johnson** reported that additional items added the requirement that proposals include a statement of outcomes and an assessment plan. Form F has been revised to include the elimination of a program. Form G was revised. It is exclusively for courses for which a General Education designation is sought. There is a separate Form G for each kind of general education status being requested. A sample assessment plan is now included in the manual. **Senator Papo** inquired about planning a curriculum around a course that will be applying for General Education status. What happens if that course is not approved? **Dr. Johnson** stated that the General Education course proposal should be forward to the Gen Ed committee prior to submitting the proposal to the University Curriculum Committee. **Main motion carried.**

VIII. Announcements

President Eisler reported that attendance at the Founder’s Day Celebration was good. He also reported that enrollment and student credit hours are up, as well as retention (4% increase). There was a problem over the weekend with off-campus email (spam filter problem), however he reported that a new server was put online and that this problem is better today. A task force co-chaired by Paul Blake and Deb Cox did some work on advising. That report will be released on Sept. 11, 2007. Dr. Eisler reported that the House did pass a budget, one for the three research institutions and another for the other 12 institutions. The budget that they passed included a 2.5% increase across the board, plus another 2.5% allocated in a formula divided into three parts (Pell Grant students, federal research money received, and number of high demand grads). Under that formula we would receive a 5.3% base budget increase (still waiting for Senate approval). The bad news is that the Senate is not close to that budget. Even worse is that there is no

progress on the revenue bills. **Senator Carter** inquired about enrollment, stating the Big Rapids headcount is 9680. Is that the same as the body count? Does that include people who are taking only on-line classes? Are they counted in the Big Rapids numbers? Dr. Eisler responded that the answer to those questions is both yes and no. The overall university head count, minus the off-campus and Kendall head count, gives you the Big Rapids head count. Our system is not configured that way at this time. The body count is up about 150 students.

Interim Vice President Oldfield reported that his office has had a busy summer. He asked the Deans for a list of top priorities, reporting that he is pushing for a team effort from all of the Deans. One top priority is on-line learning, Roberta Teahen has taken on the responsibility, as well as the visit from the Higher Learning Commission in 2010-2011. Assessment of student learning is another top priority for Deans. Curriculum development will be the responsibility of Don Flickinger. Collaboration across campus is critical as well as collaboration between departments, programs, and divisions. With our limited resources, we must collaborate. Mr. Flickinger is also reviewing all Academic Affairs Policies. Any changes will be given to the Academic Policies and Standards Committee of the Academic Senate for review when appropriate. Dr. Oldfield reported that three microphones are being ordered for use at Senate meetings. He reported that he is working with Dr. Dan Burcham on recruiting policies for the Office of International Affairs. International student enrollment has decreased. Dr. Oldfield has also asked Sally Nicolai to return from retirement to assist them in the development of recruitment policies.

Vice President Thapa reported that previous Senate committee members have been identified and asked to call the first meeting of the various Senate committees. He reported that each committee must elect a chair at the first meeting, and that the University sets aside the second Tuesday at 11:00 a.m. for these committee meetings. Each committee will have Senate representation. He also stated that he hopes the Senator on each committee will report to him regarding attendance of committee members. **Senator Nagel** asked if the Senate representative on the committee can be elected as chair. **VP Thapa** replied that yes, they can be selected as chair.

President Griffin reminded Senators that a list of Senate meeting dates was included in their packet; he urged them to add the dates to their calendars right away.

Senator Haneline asked President Eisler about the world's longest spring break. We return from Spring Break on March 17, and go on Easter Break on March 20. He asked if the calendar would be altered. Dr. Eisler responded that it would not.

IX. Open Forum – No comments at this time.

X. Adjournment – Motion to adjourn at 10:50 a.m.

Lucy Ngoh, Secretary

Richard Griffin, President