

Academic Senate
Agenda for the Meeting of
April 26, 2011
West Campus Community Center
10:00 - 11:00 am Session

1. Call to Order and Roll Call
 2. Approval of Minutes
 - A. April 5, 2011 minutes
 3. Open Forum
 4. Reports
 - A. Senate President – Douglas Haneline
 - B. Senate Vice President – Michael Berghoef
 - C. Senate Secretary – Sandy Alspach
 5. Committee Reports
 - A. HLC Update – Robbie Teahen
 - B. University Curriculum Committee – Leonard Johnson
 - C. General Education Task Force – Don Flickinger
 - D. Student Government – Morgan Toms
 - E.
- Roll Call**
6. New Business
 - A. Mission Statement, Distinguished Teacher Committee – Senator Sanderson
 7. Announcements
 - A. FSU President - David Eisler
 - B. Provost – Fritz Erickson
 - C. Senate President – Douglas Haneline
 8. Open Forum
 9. Adjournment

DRAFT

**Ferris State University
Academic Senate Meeting
April 5, 2011
West Campus Community Center**

Minutes

| I. | Action Items |
|----|--|
| A. | The minutes of March 1, 2011 were approved without objection. (Jewett, Bokina-Lashaway) |
| B. | The Senate voted with two abstentions to support the Outcomes Statements for General Education. |
| C. | The Senate voted unanimously to revise the Associate Degree in Dental Hygiene . (Alspach, Daugherty) |
| D. | The Senate voted unanimously to continue the Business Core (Wagenheim, Nagel). |
| E. | The Senate voted unanimously to continue the Associate in Applied Science and the Bachelor of Science in Graphic Design (Wagenheim, Nagel) |
| F. | The Senate voted unanimously to continue the Bachelor of Science in Technical and Professional Communication and the Bachelor of Science in Journalism and Technical Writing (Wagenheim, Daugherty) |
| G. | The Senate voted unanimously to approve the proposal that Best Practices be followed by all Senate committees, as recommended by the ad hoc Committee on Senate Committees. (Heaphy, Alspach). The responsibility to monitor this recommendation is charged to the Vice President of the Academic Senate. |
| H. | Following lengthy debate and a unanimous vote to move the previous question (Jewett, Berghoef), the Senate voted unanimously to recommend that three Senate committees: Institutional Standards and Policies, International Education, and Diversity be restructured to agree with the alignment of Academic Senate committees recommended by the ad hoc Committee on Senate Committees. |
| I. | The Senate voted with one abstention to approve the Leadership and Project Management minor (Alspach, Nagel). |
| J. | Following lengthy debate, the Senate voted to approve the Internet Course Listing Policy requiring all online instruction to be conducted through the Ferris Connect platform (Brandly, Heaphy) |
| K. | The Senate voted unanimously to approve the revision of the mission statement for the Senate Diversity Committee (Isler, Lukasa-Barnett) |

Attendance

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| Senators attending | Alspach, Berghoef, Bokina-Lashaway, Boncher, Brandly, Colley, Compton, Cook, Dakkuri, Daugherty, Drake, Fox, Gillespie, Haneline, Hanna, Heaphy, Isler, Jewett, Klatt, Lukasa Barnett, Marion, Nash, Prakasam, Rewers, Reynolds, Sanderson, Skrocki, Sun, Taylor, Thapa, Wagenheim |
| Senators absent with cause | Griffin, Luplow, Joyce, Liszewski, Maike, McNulty, Nagel |
| Ex Officio and Guests | Erickson, Teahen, Flickinger, Coon, Johnston, Nicol, L. Johnson (UCC), F. Heck (GETF), D. Balmer (Student Government), C. Quigley, L. Eshbach, M. Stone, J. Rumpf, J. Schmidt, |

See the Narrative for Reports and Announcements.

Narrative

The meeting was called to order at 10:00

President Haneline shared regrets from University President Eisler that Eisler could not attend the meeting due to a family emergency.

The Minutes of the March 1, 2011 meeting were approved without objection.

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| II. | Open Forum | |
| | A. | Senator Marion requested that agenda items involving visitors be moved earlier in the agenda. Pres. Haneline agreed to discuss the arrangement of the agenda with the Senate Executive Committee at their next meeting. |
| | B. | Pres. Haneline introduced Bob Loesch (Arts and Sciences, Humanities/Communication) who will serve as Senate Parliamentarian for the remainder of the semester. Dr. Loesch asked Senators to consider him a “non-person” unless there is a Parliamentary inquiry directed to the Chair, in which case Pres. Haneline (or whoever is chairing the meeting at the time) can consult him for advice on a ruling. He thanked the Senate for the opportunity to serve in this capacity. |
| III. | Reports | |
| | A. | President Haneline had no report at this time. |
| | B. | Vice President Berghoef reported that the Senate Diversity Committee would be presenting a proposal to the Senate later in the meeting. He encouraged other Senate Committees to make appropriate proposals to the Senate regarding their committees. |
| | C. | Secretary Alspach had no report at this time. |
| IV. | Committee Reports | |
| | A. | Associate Provost Roberta Teahen reported on preparations for the Higher Learning Commission visit. |
| | | She provided a schedule and the names of the members of the visiting team. She answered that the reference to non-FFA unions meant unions other than the Ferris Faculty Association. |
| | | Pres. Haneline reminded Senators of the one hour Senate meeting scheduled on Tuesday, April 19 to meet with members of the HLC visiting team. |
| | | Co-chair of the HLC Steering Committee Mike Cairns reminded Senators that the schedule is at the discretion of the Visiting Team and asked that we be flexible. |
| | B. | Leonard Johnson reported that the UCC would be making a proposal later in the meeting. The proposer Lisa Eschbach was present to answer any questions. |
| | | He reminded Senators that new proposals passed by the Senate would go into effect in Spring 2012. |
| | | Johnson and Pres. Haneline responded to an inquiry about relocation of units in Engineering Technology coming through the UCC; that topic would not be a part of the UCC mission. |
| | C. | Associate Provost Flickinger directed discussion of the status of the General Education Task Force to Chair Fred Heck. Heck noted that the Task Force had made a key move in semantics by considering the General Education component as “University-wide” not just “Campus-wide”. |
| | | Pres. Haneline opened the floor for discussion of the proposed Outcomes Statements. |
| | | A point of order was raised about the appropriateness of conducting business during the Committee Reports portion of the agenda; Parliamentarian Loesch confirmed the appropriateness of motions coming to the body at any time during the meeting. |
| | | The Senate voted, with two abstentions, to support the proposed Outcomes Statements. (Wagenheim, Heaphy) |
| | D. | Danielle Balmer reported from Student Government. |
| | | She announced that students were gearing up for the Big Event on Saturday, April 9. Almost 1600 students, faculty, staff and alumni have registered to participate. This event promises to produce 8000 hours of community service to 200 residents of the Big Rapids community. |

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| | | She announced that the Student Government plans to hold an award gala on Friday, April 15 to recognize leaders and supports of Associated Student Government. |
| | | She announced that elections for the 2011-2012 Student Government would open tonight (April 5) at midnight. |
| | | |
| | E. | Sen. Sun, chair of the Senate Elections Committee, thanked administrative assistant to the Senate Paula Hadley for the successful completion of Senate elections for 2011-2012. Pres. Haneline also thanked the Student Government for allowing the Senate to share their server for the electronic balloting. Pres. Haneline congratulated the Senators continuing their service by re-election and thanked those Senators retiring from the Senate, with the comment, "It has been a privilege to work with you on the Academic Senate this year." |
| | | |
| | F. | Pres. Haneline asked Senate support to move item 5. F. on the agenda (Conversations with the Senate – Determining Appropriate Course Caps) to later in the meeting to allow Ferris Faculty Association President Jim Rumpf to join the meeting. |
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| V. | Old Business | |
| | A. | Matt Wagenheim, chair of the Academic Program Review Council, reminded Senators of the request made by three programs to move their reporting to the spring semester; these requests were made under the tenure of Pres. Haneline as chair of the APRC and passed to his successor. |
| | | The Senate voted unanimously to continue the Business Core. (Wagenheim, Nagel) |
| | | The Senate voted unanimously to continue the Associate in Applied Science and Bachelor of Arts degrees in Graphic Design. (Wagenheim, Nagel) |
| | | The Senate voted unanimously to continue the Bachelor of Science degrees in Technical and Professional Communication and Journalism and Technical Writing. (Wagenheim, Daugherty) |
| | | |
| | B. | The ad hoc Committee on Senate Committees made two recommendations to the Senate. |
| | | The Senate voted unanimously to authorize the Vice President of the Senate to hold all Senate committees responsible to follow Best Practices, as described by the ad hoc Committee. (Heaphy, Alspach) |
| | | After discussion, centered on concerns about the practices of the Professional Development Committee, leading to a call for the question (Jewett, Berghoef), the Senate voted unanimously to restructure three Senate committees: Institutional Standards and Policies, International Education, and Diversity, as recommended by the ad hoc Committee. (Heaphy, Marion) |
| | | The ad hoc Committee received a round of applause for their diligence in completing their charge. |
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| VI. | New Business | |
| | A. | With minimal discussion, the Senate voted in support, with one abstention, to accept the recommendation of the University Curriculum Committee to approve the Leadership and Project Management minor championed by Lisa Eschbach . (Alspach, Nagel) |
| | | |
| | B. | After lengthy discussion, the Senate voted to approve the Internet Course Listing Policy to require all fully online courses to be managed through the Ferris Connect platform. (Brandly, Heaphy). Jim Nystrom, chair of the Institutional Standards and Policies Committee, reminded Senators that the policy would be implemented in Spring 2012. Sen. Jewett commented that the policy would need to take into consideration courses that were required by contractual obligation to run on other platforms. Provost Erickson agreed that he would look for an appropriate mechanism to meet everyone's needs. |
| | | |
| | C. | Michelle Stone, chair of the Senate Diversity Committee, received unanimous support from the Senate to revise the mission statement of the committee, in light of the establishment of the Office of Diversity and Inclusion, directed by Vice President Pilgrim. (Isler, Lukasa- |

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| | | Barnett) |
| | D. | Pres. Haneline introduced Jim Rumpf, president of the Ferris Faculty Association, to lead a conversation about the relationship of workloads and course caps. Rumpf observed that “workload” is a bargaining topic; “course caps” are recommended by the University Curriculum Committee. He noted that investigation revealed that course caps approved by the UCC and caps listed by Banner for the registration process don’t always match. He shared that the office of Academic Affairs has agreed to study the discrepancy while the FFA wants to bargain the discrepancies over the UCC recommendation. He asked for direction from the Academic Senate. |
| | | Discussion of the issue treated topics including lack of a mechanism to address caps based on medium of instruction (i.e. face-to-face, blended, or fully online), inconsistency in departmental workload policies, budget constraints versus quality of instruction, and challenges in determining course intent from old documents. |
| | | Provost Erickson asked that we consider a mechanism to change or “evolve” course caps. |
| | | Pres. Haneline reminded Senators that we are the subject matter experts and it is our appropriate role to make recommendations to the Provost. |
| VII. | Announcements | |
| | A. | Provost Erickson brought regrets from University President Eisler that he could not attend the meeting due to illness in his family. |
| | | He acknowledged the work of the Steering Committee to prepare the report for the Higher Learning Commission and to prepare for the campus visit. |
| | | He reported that the Core Review Team had established a process for addressing its charge. |
| | 1. | The Team had collected 49 suggestions for changing the academic structure. |
| | 2. | The Deans had presented summaries of their current structures. |
| | 3. | The Team had completed a full day session to analyze this information and draft a recommendation. |
| | | He shared the following elements of the recommendation: |
| | 1. | A commitment to close to the existing structure |
| | 2. | Some programmatic movement, but not whole college restructuring |
| | 3. | An effort to create opportunities to merge student services |
| | 4. | An effort to create a mechanism for future development; especially the College of Professional and Technical Studies (CPTS) as an “incubator” for developing programs |
| | 5. | Continued development of online opportunities |
| | 6. | Established of a “transfer center” to facilitate student transfers into the University |
| | 7. | An effort to support grants and academic research |
| | | He acknowledged that this process won’t solve all problems, but he hoped that it would create a structure for future considerations. |
| | | Pres. Haneline (co-chair of the Core Review Team) explained that the plan is to submit the recommendations to all colleges and interested parties after the Spring recess. He hopes to convene a special meeting of the 2011-2012 Academic Senate in May to approve the recommendations. He reported that the minutes of the Team meetings will be posted on a weblink to the Ferris homepage. |
| | | In response to a question, Provost Erickson acknowledged that the recommendation included reducing the number of deans, mentioning specifically University College and College of Professional and Technical Studies. |
| VII. | Open Forum | |
| | A. | Sen. Jewett invited Senators to the Senior Projects presentations in the EEET/CNS programs scheduled for April 15 in the auditorium and atrium of the Granger Center. |
| The meeting was adjourned at 11:40. (Heaphy, Nagel) | | |

Respectfully submitted,

April 19, 2011

Sandy Alspach
Secretary

Douglas Haneline
President

April 19, 2011

Distinguished Teacher Award Committee Mission Revision

Proposed Mission:

Mission

The Committee will select a tenured faculty member who will receive the Distinguished Teacher Award. The Chair will introduce this person and present his or her award at the annual designated event.

Committee Membership

The committee shall consist of nine voting members to include one representative from each of the colleges, the Librarian/Counselor unit, and an At-Large member chosen from the Professional group whenever possible. The Committee shall elect the Chair.

Reporting Procedures

The name of the selected recipient of the award will be submitted to the President of the University and to the President of the Senate.

Current Mission:

Mission

The committee will select the teacher or two teachers who will receive the Teacher of the Year Award(s). The Chair will introduce these people and present their awards at the annual Board of Control Spring Luncheon.

Committee Membership

The Committee shall consist of nine voting members to include one representative from each of the seven colleges, the Librarian/Counselor unit, and an At-Large member chosen from the Professional group whenever possible. The Committee shall elect the Chair by secret ballot.

Reporting Procedures

The name(s) of the nominee(s) are submitted to the President of the University and to the President of the Senate.

Academic Policy and Standards Committee

Report to Senate for 2010 - 2011

Members:

- ❖ *Stacy Anderson*
- ❖ *Larry Bajor (recorder)*
- ❖ *Mary Cline*
- ❖ *Chuck Drake*
- ❖ *Susan Hastings-Bishop*
- ❖ *Cheolwoo Lee*
- ❖ *Elsie Lovsted*
- ❖ *David Marion*
- ❖ *James Nystrom (chair)*

Ex-Officio Member: *Don Flickinger*

Accomplishments and goals achieved:

- The committee met seven times during the academic school year. Minutes can be accessed at : <http://www.ferris.edu/htmls/administration/academicaffairs/vpoffice/senate/policystnds/minutes/index.htm>
- Three new academic policies were reviewed, altered, and approved by the Academic Senate:
 - ❖ Student Complaint Policy
 - ❖ Student Authentication Policy
 - ❖ Internet Course Listing Policy
- The committee worked with the Academic Senate and Academic Affairs to identify new policies that will affect online instruction. This work will continue through to next year in conjunction with EMAT, SPARC and other pertinent committees.
- Several discussions were triggered by the “Baker Case.” This case provided insight into both current and future trends in federal compliance in online instruction delivery. The Internet Course Listing Policy and the Student Authentication Policy are preliminary steps in this direction. Discussions with other committees such as EMAT have continued.
- Members held meetings with representatives from the administration and the Academic Senate, and members were also available to attend other meetings pertinent to the mission of the committee.
- As in accordance with the senate task force, the committee is striving to follow the rubric set up for proper committee regulation.
- The committee concluded their 2010-2011 work and agreed on these items in this report. The committee has prepared to continue to carry out its mission when the academic year 2011-2012 begins.

Arts and Lectures Committee Annual Report

2010-2011

The Arts and lectures committee re-elected Cate Arroe to be the Chair. The committee decided on criteria for possible events for the 2011-12 Arts and lectures season and then broke into sub-committees to investigate possibilities. At the December meeting, members voted on the new season. This system has worked very well for the last few years and gets everyone involved in the selection process in an organized fashion. Next year's chair will be voted upon at the first meeting of the fall semester.

2010-2011 Year-end Report

Student Life Committee

The Student Life Committee has worked collectively in order to define and make recommendations to the Academic Senate in regards to institutional policy as it affects students' lives. Throughout the year, we have set goals and discussed important issues including:

- Operating in a manner making Ferris State University safer for our students, faculty, staff and community members
- Searching for viable ways in which we can help relieve some of the financial constraints and/or costs for our students
- Providing a student recreational facility that is state-of-the-art, low cost and appealing to students
- Making services readily available for students regarding mental health concerns
- Creating an easier transition for our transfer students

After much discussion of the issues listed above as well as inviting guest speakers for our discussions, we have decided to concentrate on the following three recommendations for the Senate.

1. We recommend that a pilot program be created that will place textbooks and other required materials for seven selected FSU courses on reserve at FLITE for use by students in these courses who cannot afford to buy these items themselves.
2. Providing a student recreational facility that is state-of-the-art, competitive and appealing to students.
3. We would like to support the recommendations of the Transfer Improvement Group. (who is working to facilitate the enhancement of transfer services to our growing transfer student population)

Included with this cover letter are our 2010-2011 Student Life Committee proposals that include both our recommendations for the Senate as well as some background information. Thank you for your time and consideration in these matters.

Student Life Committee Annual Report 2010-2011
Textbook Pilot Program

RECOMMENDATION:

We recommend that a pilot program be created that will place textbooks and other required materials for seven selected FSU courses on reserve at FLITE for use by students in these courses who cannot afford to buy these items themselves.

BACKGROUND:

It has come to our attention that many students on campus do not have enough money to purchase textbooks and related materials that are required for full participation in their classes. In some cases, they do not receive their financial aid checks until several weeks into a semester and, because of this, are forced to work without these materials for this time. In other cases, they do not have enough money to buy these necessities and have no prospect of receiving any additional funds at all. This problem has increased in recent years because of the dismal economic conditions in Michigan and surrounding states. We decided to investigate whether programs are currently available on campus for students facing this problem.

Our Lundberg bookstore now offers two programs that might help. First, students are allowed to charge their textbook purchases instead of paying the full price immediately. A second plan permits students to rent textbooks. The rental costs are returned to them if they choose to buy the books within a specified time period. Other options include purchasing used textbooks instead of new ones, if available, and attempting to buy the needed books on-line instead of through either of our textbook stores in Big Rapids. All of these plans, however, require that the student pay some amount of money immediately or in the near future for these textbooks.

This was our motivation to suggest that textbooks be made available to students on a reserve basis at FLITE. This plan, which was in existence here some years ago, would be free to all students. David Scott, the FLITE representative on our Committee, assured us that the library could, without undue difficulty, implement our pilot plan if the textbooks could be supplied. Ms. Karen Bohren, the manager at our Lundberg bookstore, commented that she had no objection to our plan, even though it may lead to a small loss of business for her store. She also mentioned that our plan in no way violates any contractual arrangements currently in effect with the Barnes and Noble Company.

We then turned our attention to the question of how the needed textbooks could be produced. It struck us that one way to do this without cost would be to approach the booksellers handling the texts we need and simply ask them for four or five additional copies of each book (and related items, if any) for each course on our list. These booksellers currently supply examination copies and teacher's editions of these books to us. Our hope is that they would not object to providing a few additional copies for us to use in our program. Such an offer on their part would possibly be a reasonable way to cement their current business relationship with us and to increase their chances of continuing this relationship into the future. If this donation plan does not work with

all of the booksellers, it would perhaps not be a large expense to buy the needed items for the remaining courses.

We recommend that this plan, if approved, start with seven courses only. If it proves to be popular with students (as measured by the number of check outs at the reserve desk), then it could be expanded to other courses in the future. We selected the following courses for the pilot program: MATH 110/115, GEOG 100, ANTH 122, LITR 203, PHYS 211, and BIOL 108.

Student Life Committee Annual Report 2010-2011
Student Recreational Center

RECOMMENDATION:

We both support and recommend the following items concerning the Ferris State Student Recreational Facility:

1. Establish a separate budget for equipment replacement. One that is independent of the normal day-to-day costs of operation.
2. To continue forward with the replacement of older equipment including 38 new pieces of equipment. The approximate cost to replace older equipment will be \$78,000. This will include recumbent, regular and spinning bikes as well as stair master type machines.
3. Purchase of free weights costing approximately \$2,000.
4. To continue forward with the swimming pool renovations.
5. To continue to provide a variety of intramural activities for our student body.

BACKGROUND:

College campuses such as Grand Valley State University's FIELDHOUSE and CMU's UREC have recently invested in newer recreational center facilities and/or in the expansion of their fitness centers. It has also been brought to our attention that both students and faculty members are unsatisfied with our equipment. Apparently much of the equipment is either broken or has malfunctioned in one way or another. Last year alone here at Ferris State University, our recreational facility opened its doors to over 200,000 patrons. The facility also hires 100-200 students annually and the need to operate the facility is about 6 staff members for every hour our facility is open. We need to create a student recreational center that fits the ever-changing needs of our growing student body.

Student Life Committee Annual Report 2010-2011
Transfer Student Concerns

BACKGROUND:

It has come to our attention that current transfer policies and processes are inconsistent across the University and very confusing and difficult to navigate for faculty, students and staff. As our transfer student population continues to grow at significant rate, it was felt we need to start addressing some of the concerns of our transfer students and our partnering transfer institutions. As these concerns were brought to our attention, and we had a member on our committee who was also a member of the Transfer Improvement Group, the work of that group and their recommendations were discussed.

Some of the issues that were brought to our attention are:

- The need for consistent and accurate transfer course equivalencies
- The need for prompt transfer evaluation
- To have user friendly (from the student perspective) transfer information available on the website
- To have a central location or a person (group) available to manage and respond to transfer requests
- To develop working relationships and enhance communication between Ferris and the primary transfer institutions
- To develop a consistent transfer guide, have only one copy on the web that is maintained & up to date

It was determined that a central transfer center needs to be established to develop and implement consistent transfer friendly and academically sound transfer policies, processes, tools and resources. They need to work closely with each College, the faculty and work to build and enhance our relationships with our partner transfer institutions. We need to find opportunities to utilize what we have in place that is working and build upon it based on input and feedback from faculty, staff, transfer students and our partnering institutions.

RECOMMENDATION:

We would like to support the recommendations of the Transfer Improvement Group (who is working to facilitate the enhancement of transfer services to our growing transfer student population):

1. Establish a central "Transfer Center" that will develop and implement all transfer policies, processes, tools and resources. They will build and enhance relationships with our transfer partner institutions.
2. Develop and use a common single format for transfer guides. Only one version of each transfer guide will be maintained at the University level. All references will link to a single document (currently maintained in MyDegree)

3. Purchase of software called WebTreQr. This software pulls information currently in Banner and in MyDegree and provides current or potential transfer students with an audit of how classes taken fit into the program of interest for the student (or prospect). This product has the potential to replace the need for transfer guides.
4. Departments, and the faculty of that department, have responsibility for determining how courses or learning experiences will transfer. All equivalencies must be communicated to the Transfer Center to assure that all students are treated fairly and consistently and the university's records are up-to-date.
5. Colleges are responsible for maintaining the current "outcomes" and performance standards for each course within the TracDat system and use that information in making transfer judgments.
6. At the end of each fall and spring semester, each College is responsible for producing a report from MyDegree about the substitutions that have been made during the prior academic period. This information can then be used to update the transfer equivalency information.
7. Timelines have been established for the evaluation of transfer credit for admitted and prospect students as we recognize that transfer students often need to know how their credits will transfer before they can make the best enrollment decision.
8. Students who do not feel courses have been fairly evaluated must first request, in writing (e-mail is an acceptable form), a re-evaluation of their course or explanation of how their presented course did not meet the Ferris course at the 75% level.

HEALTH PROMOTION AND SUBSTANCE ABUSE PREVENTION COMMITTEE

2010-2011

Strategic Plan

| <u>OBJECTIVES/GOALS</u> | <u>SHORT OR LONG-TERM</u> | <u>IDEAS</u> | <u>CONTACT PERSONS</u> | <u>WAYS IN WHICH WE CAN MEET THESE GOALS/POSSIBLE OBSTACLES</u> |
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| 1. Promote healthy Living | Short and Long Term | If the students are healthier they are better poised to have academic success. If they are not depressed, over-drinking and smoking they will position themselves better to perform better academically | Tom Liszewski or any of the committee members | This committee has one of the best barometers of the pulse of the health trends on campus with the National College Health Assessment which is administered on a regular basis for the last 20 years which surveys both the actual health related behaviors of every student on campus but also their perception of the other students health related behaviors which is significantly different |
| <ul style="list-style-type: none"> Flavor of the month calendar | Long Term With Flexibility | S-Social Norm Information O-Depression Screening N-Great Amer. Smoke Out D-Stress & Anxiety Mngt J-Eating Disorders & Nutrition F-Health & Safety (Spring Break) M-Alcohol Abuse Screening A-Sex Safety & Sexual Violence Prevention | Counseling and Health Center | Working together with the Colleges Against Cancer Student Organization especially on The Great American Smoke Out is a great collaboration between students and faculty. They have offered to assist this committee in the other health related areas and this committee is excited about helping this RSO with their Relay For Life events |
| <ul style="list-style-type: none"> Facebook page | Long Term | This committee is a strong believer in “subtraction by addition” meaning if the students are subtracting over drinking and smoking they may be doing so by adding exercise and healthy eating behaviors | Jon Taylor | The challenge is getting the events to Jon so he can post them on the Facebook page. Maybe we bring a printed list of information to every meeting rather than saying we will get to it and then get busy with other things |

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| <ul style="list-style-type: none"> Posters | Long Term | I don't know if putting a poster out every month is necessary but certainly for the bigger events like the Great American Smoke Out and the On-line screenings | Tom Liszewski | We either need to clarify with the Academic Senate Office if we can spend \$20 a month on posters. Otherwise, we need to find a funding source like the BHC or Counseling Center |
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| <u>OBJECTIVES/GOALS</u> | <u>SHORT OR LONG-TERM</u> | <u>IDEAS</u> | <u>CONTACT PERSONS</u> | <u>WAYS IN WHICH WE CAN MEET THESE GOALS/POSSIBLE OBSTACLES</u> |
| 2. Advocate for students who may be dealing with substance abuse. | | | | |
| <ul style="list-style-type: none"> Flavor of the month calendar | Long Term | 1.Ads in the torch 2.Flyer in FSUS folder | Counseling and Health Center | The committee members can each take turns coming up with ads or flyers |
| <ul style="list-style-type: none"> Facebook page | Long Term | Post up to date information and statics concerning substance abuse | Jon Taylor | The committee members must continually submit and monitor content |
| <ul style="list-style-type: none"> Posters | Long Term | See above | Tom Liszewski | See above |
| 3. Inform students/community | | | | |

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| about special events and services | | | | |
| • Guest speakers | Long Term | Promote Campus Lecture Series and other events | Committee chair | Keep current on lecture series to be sure we promote early enough |
| • Relay for life | Long Term | 1.Help Colleges Against Cancer promote their event 2.Staffing a table at the event | 1.Committee chair 2.Ryan Condon (C.A.C. president) | Will committee members be able to commit to staffing a table? |
| • Great American smoke-out | Long Term | Hang posters and staff a table | Tom Liszewski | Do we still get free merchandise (kits) to hand out? |
| • Birkam Health | Long Term | Flyers in FSUS course promoting services offered | Tom Liszewski | Coordinating efforts with Health Center |
| • Safe Ride Program | Long Term | 1.Hang flyers in local bars 2.Table Tents in restaurants on campus | Tom Liszewski | Getting volunteers to place items |



**University Graduate and Professional Council
Executive Summary
2010-2011
April 19, 2011**

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|-----------------|----------|-----------------------|------------|----------------|
| Members: | AH-MSN | Sharon Colley | OPT | Randy Vance |
| | AS | Olukemi Fadayomi | PHR | Renee Koski |
| | BUS-MISM | Greg Gogolin | TECH | Jeff Hardesty |
| | EHS-ED | Nancy Lashaway-Bokina | AL | Lon Green |
| | L/C | Scott Atwell | AL | Ali Abbasabadi |
| | BUS-MBA | Anita Fagerman | DCCL- | Mike Ennis |
| | EHS-CJ | Nancy Hogan | Ex-Officio | Don Flickinger |

This year the Council met early in September to begin preparation on the Vice President for Academic Affairs appointment of a Task Force on Graduate Education. Each member of the UGPC who was involved in a graduate program asked one person from their program to also sit on the Task Force. Additional members to the task force were Julie Coon, Interim Dean, Doug Blakemore, Christine Conley Sowels, Liza Ing, Greg Vanderkooi, Mike Cooper, Mandy Seiferlein, and Shannon Yost.

Dr. Fritz Erickson charged the UGPC and the Task Force with creating a five-year plan for graduate education at Ferris. The charge read:

The primary charge of the Graduate Education Task Force is to review current policies and procedures and make recommendations pertaining to the post-baccalaureate programs, graduate certificate programs, and graduate courses at Ferris State University. This broad reaching charge includes exploring and developing a set of recommendations for the future growth and development of graduate programs. My hope would be that this task force consider an inclusive process that looks at the policies and procedures we currently have in place regarding graduate education as well as considering new policies and procedures that serve as the foundation for growth while maintaining high academic standards and high integrity for all of our graduate programs.

The initial Task Force meeting encouraged brainstorming of specific areas that needed to be addressed. Sub-committees were formed around the areas of admissions, student related issues, marketing & advancement & other Issues, faculty related issues, graduate program administration, and resource availability.

A two-hour Task Force meeting was held monthly. The Task force meetings substituted for UGPC meetings to clear the regular time slot (2nd Tuesday from 11-12) for sub-committee meetings. With

countless hours of research, interviews, and time, the sub-committees met several times during the months that followed and presented their findings at the February Task Force meeting. Based on the findings, open discussion, and a student survey, recommendations to the VP were clarified as to the direction Ferris should take. A meeting is scheduled with Dr. Erickson on April 25, 2011 from 10-12 pm in CSS 302. The Task Force created a Time Line to explain their recommendations. These recommendations will be posted on the UGPC Senate website after the meeting (with any revisions).

Based on last year's "Michigan Graduate Education Day" held in the State Capital in Lansing, Dr. Roberta Teahen requested that the UGPC take the lead. We contacted university Advancement & Marketing to put together a graduate program brochure for the university. We decided that each program would select an outstanding student to represent the university. Unfortunately, the new governor did not continue this initiative. We will proceed on the brochure for advertisement, though. Due to several unanticipated delays, the brochure draft has yet to be received.

The Council reviewed several graduate curriculum changes. These reviews included the following:

1. Criminal Justice-new course Crim 625-CJ Data Collection & Analysis to replace Crim 620 CJ Evaluation. Evaluation to be taught in Research Methods course—Supported 9-14-10.
2. History/Humanities-Request for HIST 511 & HIST 521 to change existing caps to 15. Originally rejected on 10-1-10 due to all existing caps of master's programs are 20. Proposal revised to reflect class cap of 20. Supported-10-12-10
3. MISM-New Courses- MISM 638 Social Media & Global Business Communications
MISM 691-MISM Internship while deleting courses: MISM 671-Advanced Network Management MMBA 601 to meet accreditation standards—Supported 11-14-10
4. MMBA-Updates to courses 606, 691, 720, & 799 –clarification of pre-requisites for 615 730-
Supported 12-2-10
5. Pharmacy—Advanced Pharmacy Practices Experience changes—revision of course ordering---
Supported 4-19-11
6. Optometry-Course Rearranging & Renumbering—Supported 4-19-11

Finally, the UGPC was evaluated by the Senate representative Dr. Michelle Johnston and thus we continue...

Respectfully submitted,

Nancy L. Hogan
Professor/Graduate Program Coordinator
School of Criminal Justice
Chair, UGPC 2010-2011