

Ferris State University
Academic Senate
Minutes of the Meeting
June 15, 1993

Attendance

1.1 Members Present. Anderson, Bandstra, Bradt, Breault, Dakkuri, Hastings-Bishop, Horn, Jablonski, Key, Keys, Nagel, Palmer, Peterson, Pomnichowski, Rumpf, G. Slywka, Stolarek, Totten, Travis, Uniacke, Valas, von der Osten, Whitmore.

1.2 Members Absent. Bartholome (excused), Billings (excused), Brown, Caskey, Conati, Cook (excused), Griffin (excused), Hagstrom, Kebler (excused), King, Kosanovich, Rupe, Russell (excused), Ryan (excused), C. Slywka, (excused), Teferra.

1.3 Guests. I. Barnes, B. Boss, C. Cooper, M. Cooper, J. Gillard, R. Hansen, P. Jastrzembski, M. Kosciuszko, H. Popovich.

Call to Order

2.1 President Breault called the meeting to order at 3:00 p.m. in the President's Room, Rankin Center.

Approval of Minutes

3.1 The minutes of the 1992-93 Senate May 4, 1993, meeting were approved.

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Open Forum

4.1 No concerns were expressed at this time.

Announcements*Acting Vice President Barnes*

5.1 Acting Vice President Barnes noted that she and the Deans have been working on selecting programs for review. It has been suggested that the documentation gathered in self-study for external accreditation be also used for program review.

President Breault

6.1 President Breault reported that she attended the meeting of the Finance Committee of the Board of Control on Saturday, June 12, 1993.

6.2 Breault noted that the chairs of the University Curriculum Committee, the Academic Program Review Council, the Undergraduate Council, and the Graduate/Professional Council will remain the same until fall, at which time new chairs will be appointed.

6.3 Breault announced that the Senate Retreat will be held on Tuesday, August 25, 1993, in the President's Room, Rankin Center.

Committee Reports*University Curriculum Committee*

7.1 Senator von der Osten updated the Senate on recent decisions of the University Curriculum Committee.

Senate Appointments Committee

8.1 Chairwoman Travis announced that all appointments to university-wide committees have been made. The announcement of these appointments, coming out soon, will include openings which remain on some of the committees. Senators should encourage faculty members in their colleges to volunteer to serve on these committees as needed.

Old Business*Proposed Policies Relative to Special Topics and Special Studies Courses*

9.1 *von der Osten moved that the Senate approve the proposed policies relative to Special Topics and Special Studies Courses. Valas supported. The motion carried.*

Academic Honors Convocation Proposal

10.1 Keys moved that the Senate approve the proposed revision of requirements for the Academic Honors Convocation. Peterson supported.

10.2 Dakkuri moved to table the motion. Totten supported. The move to table carried.

The Strategic Plan

11.1 von der Osten moved that the Senate endorse the 1993 Strategic Plan for the university. Valas supported. The motion carried.

Establishment of a Commission to Improve the Quality of Services Offered Students

12.1 von der Osten moved that the Academic Senate request that the administration, in order to improve the quality of services offered students, should establish a commission responsible for facilitating significant improvements in the accuracy, promptness, and courtesy with which administrative offices such as Financial Aid, the Business Office, and Housing perform their functions. This commission would consist of a staff representative from each of the concerned offices, an administrative representative, a faculty representative, and a student representative. It is recommended that the commission take the following actions:

1. Use surveys to determine current levels of student satisfaction with the services offered.
2. Work with staff of each unit to determine possible problems with current practice.
3. Coordinate the development of plans by each unit to improve the accuracy, promptness, and courtesy of the work.
4. Establish staff training where necessary.
5. Institute regular surveys to measure improvement.
6. Each year work with the units to develop new goals for improving service.

Peterson supported. The motion carried, with one abstention.

New Business

Academic Program Review Recommendations

13.1 Rumpf moved that the Senate accept the Academic Program Review Council's recommendations regarding the Computer Information Systems Program. Palmer supported. The motion carried.

13.2 Stolarek moved that the Senate accept the Academic Program Review Council's recommendations regarding the Criminal Justice Program. Hastings-Bishop supported. The motion carried.

13.3 Travis moved that the Senate accept the Academic Program Review Council's recommendations regarding the Office Automation Systems Program. Key supported. The motion carried.

13.4 Peterson moved that the Senate accept the Academic Program Review Council's recommendations regarding the Court and Freelance Reporting Program. Whitmore supported.

13.5 Valas moved to table the motion. Travis supported.

13.6 Valas moved the previous question. Hastings-Bishop supported. The motion carried.

13.7 The motion to table carried.

Next Meeting

14.1 The next Senate meeting will be on August 24, 1993, at 1:00 p.m., in the President's Room, Rankin Center.

Adjournment

15.1 President Breault declared the meeting adjourned at 4:45 p.m.

Respectfully submitted,

Alice J. Bandstra

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Approved:

