

**Ferris State University  
Academic Senate Meeting  
September 8, 2009  
West Campus Community Center**

draft

**Minutes**

<b>I.</b>	<b>Action Items</b>	
	A.	Moved (Sen. Jewett), seconded (Sen. Sanderson) and passed unanimously to approve the minutes of both sessions of the April 28, 2009 meeting. (posted online)
	B.	Moved (Sen. Schmidt), seconded (Sen. Haneline) and passed unanimously to extend the term of the Ad Hoc E-Learning Liaison Committee, to report at the December 2009 Senate meeting.
	C.	The Senate accepted Sen. Schmidt's resignation from the Senate, with regret; and supported empowering the Executive Committee to appoint a new chair for the Ad Hoc E-Learning Liaison Committee.
	D.	Moved (Sen. Isler), seconded (Sen. Purvis) and passed unanimously to establish an Academic Senate Charter and Bylaws Review Committee to report recommendations at the December 2009 Senate meeting. Recommended revisions to be presented to the Faculty for approval no later than the February 2010 Senate meeting.

<b>II.</b>	<b>Information Items</b>	
	A.	<b>Open Forum</b>
		1. Sen. Nancy Lashaway-Bokina invited Dean Michelle Johnston to report on the recent rating of the Teacher Education program.
		Dean Johnston reported that the Teacher Education program had received a 68/70 rating which puts it in the top category in Michigan.
		She thanked the teaching content areas for supporting students to their highest achievement (so far) on the subject competency tests.
		Students were rated higher on educational coursework, thanks to Leonard Johnson and Nancy Lashaway-Bokina.
		Retention of teacher education students increased.
		Principals at schools housing student teachers and hiring Ferris graduates supported the Teacher Education program
		Specifically, based on a survey of students' proficiency with teaching technology, both students and observers verified that Ferris students were well-prepared.
		2. Sen. Sun asked if this report referred to elementary or secondary education students. Dean Johnston replied that the report included both levels of preparation.
		3. Those interested in more information were referred to Paul Blake's recent meeting with the Program Coordinators.
	B.	<b>Reports</b>
		1. Pres. Griffin reviewed the schedule for the Senate Executive Committee and invited items to come to the Committee.
		a. The Executive Committee will meet within two weeks following each Senate meeting.
		b. Griffin invited Senators to forward items of information or concern to the Executive Committee.
		c. Sec. Alspach will post the Executive Summary of the Executive Committee meetings prior to each Senate meeting.

		2.	VP Berghoef reviewed the list of committees sent to all Faculty and the criteria he would use to fill openings. (see handout)
		a.	He encouraged senators to return their preferences as soon as possible to either Hadley or Berghoef. He explained the application material for committee assignment, emphasizing the importance of stating why you want to serve on a specific committee. The goal of the Executive Committee in making appointments is to balance experience with enthusiasm and interest in serving on a committee.
		b.	He reported that he had asked the Student Government to fill appointments on committees with student representation as soon as possible.
		c.	He intends to meet with committee chairs early in the academic year.
		d.	He asked Senators to forward suggestions for navigating the Senate website, since he will be our liaison with the University website managers.
		e.	He stressed the importance of Senators serving as liaisons with their Colleges to encourage participation on Senate committees.
		3.	Sec. Alspach reported that she had sent thank you notes to guests at the Retreat. She also advised Senators that the Minutes would begin with Action Items in the future.
	C.	Committee Reports	
		1.	University Curriculum Committee: Chair Leonard Johnson listed his committee members. The UCC has already begun meeting on proposals collected over the summer.
		2.	General Education Task Force: VP Flickinger was unavailable to report at this time.
		3.	HLC Update: VP Teahen updated the Senate on the progress of the Steering Committee and other committees since the Senate Retreat. Sec. Alspach is the Senate representative to the HLC Communications Committee.
		a.	She noted that, since the Senate retreat, most drafts of sections of the report to the Higher Learning Commission had been forwarded to Sandy Balkema, the wordsmith for the final document.
		b.	She noted the uniqueness of Ferris in that we are conducting concurrent self-studies with Kendall School of Art and Design, recently added as a unit of Ferris.
		c.	She cautioned that the Ferris HLC Steering Committee is aware of potential pitfalls in reporting to the HLC and is striving to make our reporting as authentic and well-supported as possible.
		d.	She asked for Senate support in making the Higher Learning Commission site visit process a priority on the Ferris website, to show all constituents our progress in preparing for this visit and to provide a link to data collected for the report.
		4.	Arts and Lectures: Chair Cate Arroe announced the season schedule and reviewed the application process for securing a grant for student tickets.
		a.	Arroe reminded Senators that there would be no "Live at Williams!" series this year.
		b.	She highlighted upcoming events this semester and next semester. (see brochure)
		c.	In response to Sen. Sun, she advised that faculty interested in securing tickets for their students this semester should get their applications in as soon as possible.
		5.	Pasquale DiRaddo was not available to report on the Professional Development Committee.
		a.	Pres. Griffin advised Senators that he would be inviting each Senate committee to report at a regular meeting of the Senate on a rotation throughout the academic year.

III.	Old Business	
	A.	Moved (Sen. Schmidt), seconded (Sen. Haneline) and passed unanimously to extend the term of the Ad Hoc E-Learning Liaison Committee, to report at the December 2009 Senate meeting.
		1. Sen. Schmidt provided background on the formation and process of the AHELL committee.
		a. The Committee includes 18 delegates from 9 colleges. They have been working on collecting "best practices" in e-learning.
		b. He reminded the Senators of his report of the 'big tent' meeting at the Retreat.
		c. He observed that, since the activity of the AHELL committee began, Provost/VPAA Erickson has formed a committee to consider caps in courses. He considers this action a positive response to the AHELL committee's efforts.
*	Senators are reminded to make a formal motion to get an item on the floor for discussion. It is preferable that a motion be sent to the Executive Committee prior to a Senate meeting for clarification and 'wordsmith-ing', if necessary, and delivered to Senators for consideration before it comes to the body for discussion.	
		2. Following the vote to continue the committee until December, Sen. Schmidt expressed concern about the leadership of the committee.
		a. Since he has been appointed to an interim director position in the College of Engineering Technology, he worried that his continuation as chair of a Senate committee might create ambiguity. To protect the work of the committee, and to clarify his role, Sen. Schmidt resigned from the Academic Senate, effective this date.
		b. Sen. Schmidt suggested that the chair of the AHELL committee should be a Senator. That recommendation was taken under advisement by the Vice President and Executive Committee.
		3. The Senate accepted Sen. Schmidt's resignation from the Senate, with regret; and supported empowering the Executive Committee to appoint a new chair for the Ad Hoc E-Learning Liaison Committee.
IV.	New Business	
	A.	Moved (Sen. Isler), seconded (Sen. Purvis) and passed unanimously to establish an Academic Senate Charter and Bylaws Review Committee to report recommendations at the December 2009 Senate meeting. Recommended revisions to be presented to the Faculty for approval no later than the February 2010 Senate meeting.
		1. Sen. Isler observed that this motion follows discussion about Charter issues at the Senate Retreat.
		2. Sen. Skrocki volunteered to serve on the committee.
		3. Pres. Griffin clarified that this committee does not need to be representative; self-nomination is desirable. Interest in serving should be forwarded to the Executive Committee.
		4. Sec. Alspach affirmed that consultants who are not Senators would be welcome to assist. She said that Bob Loesch had volunteered to review the committee's process and recommendations for consistency with Robert's Rules of Order.
V.	Announcements	
	A.	FSU President Eisler was out of town.
	B.	Provost and Vice President for Academic Affairs Erickson shared his vision of the challenges and opportunities before the University. There was discussion of the enrollment data provided by VP Burcham.
		1. VP Erickson expressed his pleasure with the events surrounding Founder's Day. He remarked on the wonderful mix of participants at the event from the University and the

			community. He pointed Senators to the 125 <sup>th</sup> celebration website and provided celebratory pins.
		2.	VP Erickson highlighted several challenges he sees before the University.
		a.	The economy in the state will continue to influence decision-making.
		b.	The threat of the H1N1 (swine flu) virus has prompted the University to post guidelines for isolating those with infection (until a person records a fever of 100° or lower for a full 24 hours). He advised that a plan for continuing academic process would be forthcoming from Ass't. VP Flickinger (see below).
		3.	VP Erickson offered optimism in several areas, especially citing a sense of 'community' he had observed in the opening weeks of the semester.
		a.	He asked VP Burcham to report on enrollment for the fall semester, noting that the challenge to hold tuition costs down in the present economy made recruitment and retention 'central pieces' and high priorities in University activity.
			1) VP Burcham (see handout) thanked Senators for their participation in recruiting efforts, especially Dawg Days, citing Sen. Drake's work as an example.
			2) He shared that enrollment had lagged earlier in the summer, but moved up, especially in the Colleges of Education and Human Services and Arts and Sciences, as the semester began.
			3) He pointed to increases in diversity in the race and ethnicity demographic of incoming students.
			4) He noted that students seemed to be taking fewer courses; perhaps to ensure better performance, or to reduce costs, or because they were working more hours to pay bills. By 're-packaging' 320 students whose families had experienced financial stress over the summer, his office was able to secure about \$800,000 to assist them.
			Several questions came from the floor.
			1) Sen. Sun questioned the apparent decline in FTIACs and increase in continuing students. VP Burcham observed that students seemed to want to finish two-year programs if possible, in spite of economic constraints.
			2) Sen. Nash asked about expanding geographical boundaries for 'in state tuition'. VP Burcham confirmed that the expansion had added 100 students and he would like to expand more.
			3) Sen. Dakkuri asked whether expansion was on or off campus. VP Burcham explained that students were counted in their curriculum, not where they were taking classes. For example, Pharmacy students in rotation at Grand Rapids are counted as 'on campus' students.
			4) Sen. Drake questioned why some numbers 'didn't add up'. Dean Haneline offered that online credits could be mixed in with other numbers.
VI.	Sen. Haneline moved to adjourn at 10:50 am.		
VII.	After adjournment, VP Flickinger distributed copies of the H1N1 Swine Flu Instructional Contingency Plan (FICP).		

Sandy Alspach, Secretary

Richard Griffin, President