

FERRIS STATE UNIVERSITY

ACADEMIC SENATE

*Minutes of the Meeting
October 4, 1988*

ATTENDANCE

1.1. *Members Present.* Anderson, Bandstra, Bethel, Breault, Carey, Chaffin, Coon, Devlin, Doneth, Ferdowski, Frank, Gillette, Groner, Hanson, Hardman, Henry, Janzen, Johnson, Johnston, Lovsted, Maas, Matrosic, McNabb, Oldfield, Payton, Pearson, Peterson, Pomnichowski, Ravell, Russell, Spagnuolo, Sickelsteel, Stich, Valas.

1.2. *Members Absent.* Cook (excused), Linta, Murray (excused), Nerbonne (excused), Shansky.

1.3. *Guests.* I. Barnes, S. Hammersmith, D. Hobart, J. Keys, K. Manley, G. Nash, J. Nogy, R. Tiede, B. Warden.

CALL TO ORDER

2.1. President Oldfield called the meeting to order at 10:00 a.m. in the President's Room, Rankin Center.

APPROVAL OF MINUTES

3.1. The minutes of the September 6 meeting were approved as presented.

FACULTY FORUM

4.1. There were no concerns presented by the faculty.

ANNOUNCEMENTS

Senate President Oldfield

5.1. Oldfield informed the Senate that he has procured a list of some 91 different scholarships and 68 different student loans available to students, most of which are publicized in the University Catalogue.

5.2. The Executive Committee heard a report from Director of Personal Counselling, Paul Sullivan, who underscored the abiding problem of staff shortages in the Personal Counselling Office.

5.3. The Executive Committee has voiced its concerns to the administration regarding the need for greater advance notice for faculty position vacancies.

5.4. A volunteer is being sought from the School of Technology for the position of faculty representative to the Timme Center for Teaching Excellence Advisory Committee. Representatives from the Schools of Arts and Sciences, Business, and Education have already been selected.

5.5. The Student Academic Affairs Council has been asked to examine transfer policies, academic appeals procedures, drop/add policies and internship policies.

Interim President Tiede

- 6.1. Interim President Tiede informed the Senate of forthcoming Board of Control business, including a presentation on the state of the University Library, the approval of the operating budget, and the approval of the faculty contract.
- 6.2. To achieve a balanced budget, several cutbacks are being considered, including a drastic curtailment of administrative travel expenses, although Tiede hastened to add that there are no plans to cut back on similar expenses for the faculty.
- 6.3. Tiede expressed his hope that the coming year would be one of healing and one in which, once again, the sights of the university can be set on educational excellence.

SPECIAL REPORTS

Academic Program Review Procedures Manual

- 7.1. Assistant Vice President Manley presented the Senate with copies of the final version of the Academic Program Review Procedures Manual, completed through the joint efforts of the faculty and the academic deans.

Academic Computing

- 8.1. Assistant Vice President Nogy presented a report on the computing capabilities currently available for faculty offices with computers. He noted that two immediate concerns face the institution: deciding upon the appropriate computing system and paying for it.
- 8.2. Nogy invited suggestions from the Senate and there was general agreement that each academic department needed to be approached individually concerning the assessment of its computing needs. There was further agreement that there appeared to be little hope of each faculty office having its own computer in the foreseeable future.

COMMITTEE REPORTS

University Curriculum Committee

- 9.1. Pomnichowski reported that the following items have been deemed minor curriculum changes and have been forwarded to the office of the Vice President for Academic Affairs:
- 9.2. The School of Technology

The following courses are to be dropped:

MTL 111 INTRODUCTION TO METALLURGY
MTL 113 PRINCIPLES OF HEAT TREATMENT
MTL 211 MATERIAL TESTING/HEAT TREATMENT
MTL 212 WELDING METALLURGY
M-T 131 MACHINE TOOL 3
MFG 423 MANUFACTURING PROJECT 3

The following courses designation changes are to be implemented:

WEL 341 INTERNSHIP WELDING TECHNOLOGY--title change to INTERNSHIP
WELDING ENGINEERING TECHNOLOGY

PLT 121 PLASTICS FORMING PROCESS 1--the 1 is to be eliminated since it is the only forming process course

PLT 131 PHYSICAL PROPERTIES OF PLASTICS 1--the 1 is to be eliminated since it is the only physical properties course

PLT 311 ADVANCED PLASTICS PROJECT DESIGN--the word "advanced" is to be eliminated since it is the only plastics project design course.

9.3. Pomnichowski noted that the Committee has been discussing the streamlining of certain curriculum procedures and the possibility of establishing departmental timelines for curricular action.

Senate Appointments Committee

10.1. Matrosic reported that all university-wide committees met on September 27 and elected chairs.

10.2. Matrosic expressed the concern that some faculty have been given teaching assignments or other academic duties at the 11:00 hour on the fourth Tuesday of the month, thus preventing them from participating in university-wide committee work. Vice President Nash agreed to try to rectify the matter.

10.3. Matrosic announced that vacancies still exist on the Academic Health and Safety, the Library/Instructional Services Advisory, and the Athletic Advisory Committees. Interested parties should contact him.

Semester Feasibility Committee

11.1. Oldfield announced that the Executive Committee has recommended that the Semester Feasibility Study Committee be appointed in the 1989-90 academic year after the new university president has taken office. The Senate agreed by consensus.

Admissions/Open Door Policy Committee

12.1. Oldfield announced that the Executive Committee has recommended that the business of the Admissions/Open Door Policy Committee be incorporated with that of the Long Range Strategic Planning Committee, pending approval from the latter.

NEW BUSINESS

Proposed Policy for Master's Degree Programs

13.1. Graduate Council Chair presented the Senate with a proposed policy for the development of master's degree programs.

13.2. Pomnichowski moved to extend first reading acceptance to the Proposed Policy for the Development of Master's Degree Programs. Gillette supported. Motion carried.

Annual Curriculum Report from Office of Academic Affairs

14.1. Hanson moved to extend first reading acceptance to the proposal requesting the Office of Academic Affairs to report annually to the Senate on the approved curricular changes that have not been implemented, with an explanation as to why the changes have not occurred. Stich supported. Motion carried.

First Reading Procedures

15.1. Gillette moved that henceforth all curricular proposals be initially introduced in the Senate by a first reading with a final vote to be taken at the subsequent meeting. Russell supported.

15.2. A discussion followed in which it was pointed out that a first- and second-reading procedure would give Senators more time to thoroughly deliberate lengthy proposals. It was also pointed out that, with a 2/3 vote, any rules may be suspended, and that, if an emergency warranted it, the body could dispense with the first reading.

15.3. Motion carried.

Long-range Senate goals

16.1. The Senate engaged in a brief discussion concerning the necessity of examining academic conditions, such as class size, normal faculty teaching loads, overloads, numbers of class preparations, and classroom environments. It was noted by several Senators that sometimes great discrepancies in these areas exist among departments and programs, and that, in its effort to promote teaching excellence, the Senate might do well to explore these matters.

16.2. Russell moved that a task force be appointed to gather data on such academic conditions as class size, "normal" teaching loads, overloads, and numbers of class preparations per faculty member. Carey supported.

16.3. Matrosic moved to postpone action until the November 1 meeting. Peterson supported. Motion carried.

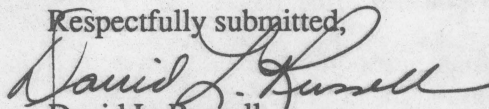
NEXT MEETING

17.1. The next meeting of the Academic Senate will be at 10:00 a.m. on Tuesday, November 1, 1988, in the President's Room, Rankin Center.

ADJOURNMENT

18.1. President Oldfield declared the meeting adjourned at 11:50 a.m.

Respectfully submitted,


David L. Russell
Secretary

Approved:

