

**Ferris State University
Academic Senate Meeting
Wednesday, October 7, 1997 - 10:00 a.m.**

I. Attendance

Senators Present: Abbasabadi, Adewusi, Anderson, Bonning, Conati, Dakkuri, Etienne, Hanna, Hastings-Bishop, Heidemann, Holihan, Huey, Jackson, Kane, Key, Klope, Konrad, Lovsted, Maas, Nagel, Nikkari, Papo, Rupe, Ryan, Rye, Saladin, Smith, Squicciarini, Thapa, Valas

Senators Absent. Green (excused), Kowalkoski (excused), Krumins (excused), Nista (excused), Pilgrim, Shepler (excused), Smania, Stephen (excused), Wininger

Guests. Tom Oldfield, Joe Chartkoff, President Sederburg, Debra Ferguson

II. Call to Order

President Key called the meeting to order at 10:07 a.m. in the President's Room, Rankin Center.

III. Approval of September 10, 1997, minutes - Motion by Senator Abbasabadi, with support from Senator Maas to accept the minutes of the September 10, 1997, 5:00 p.m., as written. Motion passes.

IV. Open Forum - Debra Ferguson, Vice President of Student Government, introduced herself and informed the Senators she would be attending all Senate meetings.

VI. Announcements

A. President Sederburg - See Attachment A. Dr. Sederburg apologized for missing the previous Senate meeting, and moved on to priorities for Academic Affairs for the 1997-98 Academic year. They are:

- NCA Assessment (early April)
- Post Tenure Review
- Academic Program Review
- Establishing a database by program
- Articulation agreement review
- Recall Retention Committee into session
- Marketing review by program (\$25,000 in budget for conference and training)
- Budgeting analysis (to understand the budget flow on campus)

- Size of the Honors program
- The possible addition of Carlisle as another honors hall)
- Budgeting process (internal auditors are looking at unit action plans and the budgeting process in Academic Affairs)
- Expanding distance learning opportunities.

Other concerns outside of Academic Affairs, but of interest to the Senate are:

- Computer support and the down time of some of the networks
- Contract ratification
- Preparation of "Vision II"
- Organization of a series of college meetings
- How to organize Grand Rapids (re: how to market and move into the Grand Rapids area)

Dr. Sederburg then answered questions and took comments from the Senators. One comment concerned possible budget cuts in the tutorial services area.

B. Vice President Chartkoff - No new announcements at this time.

C. President Key - Review of the meetings with Dr.'s Sederburg and Chartkoff and the Senate Executive Committee covering numerous points, including:

- University College and Senate Charter issue (deferred to Senate Election Committee)
- The appointment of Dr. Lovsted as University Curriculum Committee Chair
- University-wide committee appointments.
- Computer services regarding Lotus Notes and hardware issues
- Budget and planning committee input (Note: Sally Depew will be meeting with this committee)
- Academic Policy and Standards Committee's work on Post Tenure Review. The Senate will probably begin discussions regarding Post Tenure Review before the end of this semester, with completion by the end of next semester
- Faculty appointments are needed for the Distance Learning Advisory Committee
- A replacement is needed for Senator Conati at the Teaching, Learning, and Technology Roundtable at U of M Dearborn, Oct. 24-25, 1997.

VII. Committee Reports

University Curriculum Committee - Senator Lovsted - See Attachment B. The UCC Manual will have changes made in Form F (Course Changes). There will be a place to indicate class caps and classification. Questions and comments regarding Honor courses were heard. It was suggested that the Senate invite Maude Bigford to attend and respond to questions regarding the Honors program.

Senate Governance Committee - Senator Heidemann - Appointments are nearly complete. One committee that has vacancies is the Distinguished Faculty Committee. Letters will go out soon with the idea that the committees will meet on the fourth Tuesday of October. Senator Nagel suggested that committee appointments be made at the end of the academic year, as done in previous years.

VIII. Old Business

Academic Program Review Council - Suggested language changes. President Key will refer this item to the Senate Elections Committee.

IX. New Business

A. Tutoring Services Budget - See President Sederburg's comments on page 2.

B. Hardware to Operate Lotus Notes - President Sederburg advised the Senate that IBM no longer supports PROFS, therefore we must change. Some problems may be solved by using Lotus Notes via the Internet, and continuing to use P-Mail until new machines can be purchased. Also, the University is checking on a version of Lotus Notes that can be used on smaller machines. One problem area is that there is no person designated to deal with Lotus Notes problems.

C. UCC Proposals

Marketing Minor - Motion by Senate Dakkuri, with support from Senator Thapa, that the Senate accept the Marketing Minor proposal as written. After discussion, the motion passes unanimously.

Advertising Minor - Motion by Senator Etienne, with support by Senator Thapa, that the Senate accept the Advertising Minor proposal as written. After discussion, the motion passes unanimously.

Retailing Minor - Motion by Senator Maas, with support from Senator Huey, that the Senate accept the Retailing Minor

proposal as written. After discussion, the **motion passes unanimously.**

X. Open Forum

Issues discussed include the annual publication of enrollment figures in new programs, the timeline of the integration between FSU and Kendall, seniority groups in the University College, request for an annual report from Advancement and Marketing, the spending of \$300,000 for signage in a two (2) year period while still leaving six (6) College of Technology buildings with no signs.

Senator Nagel moved to include faculty stipends as a budget item in the consideration and approval of professional development and faculty research grants, with a \$1000 limit on professional development grants and \$2500 limit on faculty research grants. Support by Senator Thapa. After discussion regarding amount of stipend, the possibility of combining the two committees, and numerous other issues, **Senator Dakkuri moved to table the issue. No support. Motion fails.**

Following much more discussion, **Senator Nagel accepts a friendly amendment by Senator Ryan, deleting “with a \$1000 limit on professional development grants and \$2500 limit on faculty research grants” from the main motion, with support by Dr. Rupe.** After discussion, the **amendment and the motion pass unanimously.**

XI. Adjournment - President Key adjourned the meeting at 11:47 a.m.

Respectfully submitted,

John A. Kane, Secretary

Approved,

Gregory W. Key, President