

Academic Senate
Agenda for the Meeting of
April 24, 2012
IRC 120
10:00 - 11:00 am Session

1. Call to Order and Roll Call
2. Approval of Minutes
 - A. April 3, 2012 minutes
3. Open Forum
4. Reports
 - A. Senate President – Douglas Haneline
 - B. Senate Vice President – Michael Berghoef
 - C. Senate Secretary – Melinda Isler
5. Committee Reports
 - A. University Curriculum Committee – Sandy Alspach
 - B. General Education Task Force – Don Flickinger
 - C. Student Government – Danielle Balmer
6. New Business
 - A. Revised Mission Statement – Athletic Advisory Committee
 - B. Name Change – Senate Health Promotions and Substance Abuse Prevention
7. Announcements
 - A. FSU President - David Eisler
 - B. Provost – Fritz Erickson
 - C. Senate President – Douglas Haneline
8. Open Forum
9. Adjournment

Academic Senate
Agenda for the Meeting
April 24, 2012
IRC 120
11:00 -11:50 am Session

1. Call to Order and Roll Call
2. Open Forum
3. New Business
 - A. Election of Officers for 2012-2013 Academic Year – Senator Ciaramitaro
4. Open Forum
5. Adjournment

**Ferris State University
Academic Senate Meeting**

April 3, 2012 – 10 a.m., IRC 120

Members in Attendance: Abbasabadi, Alspach, Baker, Berghoef, Boncher, Brandly, Ciaramitaro, Cook, Dakkuri, Daugherty, Dixon, Drake, Fox, Gillespie, Haneline, Hanna, Isler, Jewett, Joyce, Lashaway-Bokina, Liszewski, Lovsted, Luplow, Marion, McLean, McNulty, Nagel, Nystrom, Reynolds, Sun
 Members absent with cause: Prakasam, Thapa
 Members absent: Griffin, Maike, Moore, Nash, Sanderson, Stone
 Ex Officio and Guests: Burcham, Flickinger, Heck, Johnston, McKean, Rumpf, Balmer, Cairns, Vasicek, Holmes, Lukusa, Tymes, Karafa, Steenstra

1.	President Doug Haneline convened the meeting at 10:05 a.m. and opened the floor for comments
2.	<p>Approval of Minutes.</p> <p>Senator Jewett moved to approve the March 13, 2012 minutes as written. Senator Marion seconded. Emeriti Association President Brenda Vasicek asked for a correction of the spelling of her name. Motion carried</p>
3.	<p>Open Forum</p> <p>A. Senator Dakkuri passed out a handout with the process for the Distinguished Teacher Award for comment. He noted that there has been a decrease in applicants and they wanted to move up the nomination period to the previous April. He also said that changes included asking nominators to justify the nomination, and cancelling the award if at any point in the process there was only one applicant. Senator Nagel said in 1987 when he was first a finalist it was a very prestigious award but maybe some of the decline came from the number of possible awards. Also it was a grueling process with multiple class visits which were sometimes disruptive- of 4 or more classes. Senator Dakkuri said that they try to schedule class visits as a group to minimize disruption and he felt this was still a very coveted award. President Haneline said comments would be reviewed by the Senate Executive Committee. Senator Reynolds asked if non-tenure track faculty were eligible? Senator Dakkuri said no, and it is clearly identified on the application. Emeriti president Vasicek said she was on the committee and it was a very rigorous process which she felt was worthwhile. Senator Alspach asked if online instructors were eligible Senator Dakkuri said no. Senator Dixon asked if this was a process problem or a promotion problem that people were not aware of the process. President Haneline said it was on the Senate website.</p> <p>B. Senator Abbasabadi noted that he had difficulty in voting in the Senate election because of a deletion of the original email.</p> <p>C. Senator Alspach noted that on April 11th there would be another Sports Communication lecture. There would also be a post Big Event gathering on April 16th.</p>
4.	<p>Officer Reports</p> <p>A. President Haneline said that the 2012-2013 will be meeting in the Centennial Dining Room . The final April meeting would still be in the current location in IRC.</p> <p>B. Vice-President Berghoef said he would work with the new student government leadership on committee representation and he would be meeting with Dean Scott Garrison (FLITE) to discuss potential changes to the library/archival/historical committee.</p> <p>C. Secretary Isler had no report.</p>
5.	<p>Committee Reports</p> <p>A. Senator Alspach said they continue to work on the new forms and processes which will be mandatory in the fall. President Haneline said that the Board of Trustees at its recent committee commended the efficiency and clarity of proposals.</p> <p>B. Fred Heck gave an update on the survey for outcomes. 40 percent of the faculty voted and it was fairly equal distribution across colleges. In September it will be brought to the Senate for a vote on final language and the task force can begin to work on the implementation process.</p> <p>C. Senator Ciaramitaro, the chair of the elections thanked both Amy Otteson (Institutional Research and</p>

	<p>Testing) and Paula Hadley for all their efforts to make it go so smoothly. Approximately 1/3 of the faculty voted. President Haneline noted that the two ties have been resolved and there as an increase in the number of people running which was good. .</p> <p>D. Student Government president Danielle Balmer gave her report. She thanked everyone for their support as it was her last meeting. She reminded them of the upcoming Big Event and Pancakes with the President.</p> <p>E. Mary Holmes and Gloria Lukasa came to give an update on the Blackboard 9.1 project. Ms. Holmes said that 160 faculty have been checked off which leaves 310 faculty left. They are planning to do the Blackboard upgrade in the week between classes in May. Senator Cook asked if the changes would be listed somewhere and Ms. Holmes said yes, it should be put on the website. Professor Lukasa said that checkoff could take less than a half hour and those doing online courses need to do Phase 2 training. She passed out a card with checkoff sessions listed. In July, training will be closing and they will reopen for questions in August. Senator Cook asked if personal laptops could be brought to training. Professor Lukasa said yes. Senator Nagel asked if there was a way to see the student perspective once out of the developmental stage. Ms. Holmes said that could be arranged by contacting IT. Senator Nagel asked who is to be called and when. Ms. Holmes said that IT has limited 24 hours for system issues, and 7:30-9:00 p.m for specific issues. Setup and design should be calls sent to the Faculty Center for Teaching and Learning. Senator Marion suggested people be aware of early adopters who can assist in identifying pitfalls in designing classes when IT is not available.</p>
6.	<p>Athletic Advisory Committee Mission Revisions.</p> <p>Senator Berghoef moved to accept the changes. Seconded by Senator Alspach. Senator Joyce and Professor Nate Tymes (Business) were at the meeting representing the committee. Senator Joyce said that this had not been reviewed in and needed revisions. Senator Tymes said many of the revisions came from suggestions from an NCAA report. There was a choice of having two committees- a Senate one and one appointed by the President or an expanded committee with an expanded charge. This mission is a reflection of the second option. Senator Nagel asked that the mission statement switch the words sports and academics. Senator Cook asked if other university models were consulted. Tymes said yes. She also asked if the coaches had been involved as their buyin was needed. Tymes said yes. Senator Dakkuri asked what the FAR was. Senator Joyce said this was a mandated NCAA position currently held by Terry Nerbonne. Senator Dakkuri also raised concerns about the community representation which was listed as “one or more.” Senator Hanna asked why on the second page reference was made to a separate system of academic awards for sports which he found to be unusual. Professor Tymes said this part of the document was actually part of the original mission and had not been changed and included items like GLIAC awards. Senator Hanna also asked if the faculty was still the first resource for student athletes and Senator Joyce said yes. Senator Brandly asked how we could approve a draft and if this was not just another document for comment. Senator Dakkuri moved to table the item and Senator Nagel seconded. Motion to table passed.</p>
7.	<p>University Curriculum Manual revisions.</p> <p>Senator Alspach moved to revision section 3.4.2.1 to add the wording special topics. Seconded by Senator Marion. Senator Drake asked why can Banner not be adapted to use our word choice. Senator Alspach said that if it could that would be better but it was not currently happening and it was causing a lot of confusion. Senator Dakkuri asked if special topics was not the term used for rotating classes. She said yes but you can distinguish between the two if it had a -90 at the end of the number. Motion passed. 3 voted in opposition.</p> <p>Senator Alspach moved to add the words special studies with the independent study clause. Senator Boncher seconded. Senator Nystrom asked if these were the classes faculty did not pay for. Senator Alspach said yes. Motion passed. 2 voted in opposition.</p>
8.	<p>Revisions to ISN BS National Security Concentration.</p> <p>Senator Alspach moved to approve the changes. Seconded by Senator Dakkuri. Senator Nystrom asked for details on math requirements. Motion passed.</p> <p>Senator Nystrom asked for some explanation of the closure of the Recreation and Leisure Management and why that had not come through the UCC to the Senate for discussion and a vote. Senator Alspach reported that the program was restructuring as printing had done and would be coming to the Senate when they were finished with that process. Senator Nystrom asked why bother to do so after the fact. President Haneline said that processes</p>

	are very important and allow Senate inclusion. Senator Hanna agreed. Provost Erickson noted the process was underway but the most important thing was the communication with the students and allowing them to finish out the program. Senator Dakkuri noted that the provosts office had the opportunity to ask for an academic program review process at any time and perhaps that might have been a better route.
9.	<p>Annualized Workload Policy for Instructional Faculty.</p> <p>Senator Marion moved to approve this policy from the Academic Standards and Policy Committee. Senator Ciamataro seconded. Senator Cook asked why this policy was being revised. Senator Marion said changes were requested by Administration. Senator Hanna asked for clarification why it was for instructional faculty. President Haneline said allowed exceptions for librarian and counselor faculty. Hanna also noted he had issues with the 24 standard workload policy. FFA president Rumpf noted this was following contract language. Senator Marion said that the issue being handled were those who were not getting their overload before spring semester because of a possibility that a class might be cancelled. Senator Dakkuri said that would be an administration problem. Senator Cook agreed with Senator Dakkuri. Senator Boncher said that workloads in her college might make that difficult to do. Provost Erickson said he did not have a good sense of current process but he felt that in \$4 the will should be changed to may and he needed to allow deans the ability to handle their budgets. Associate Vice-Provost Flickinger said that in Arts and Sciences overloads are paid in the same semester. Representatives from Business and Engineering Technology said that they were more often paid in the spring. Senator Dakkuri added that item 4 was really departmental policy. Senator Reynolds asked for a release of departmental policies for comparison. President Haneline said workload policies are really the purview of the FFA. Vice-Provost Flickinger noted that the text of #4 is really the same as the text on the website. Senator Marion withdrew the motion.</p>
10.	<p>Assuring Student Readiness for Online Learning Policy</p> <p>Senator Marion moved to approve this policy. Senator Baker seconded. Senator Nagel asked what the process was if this proposal was approved. Senator Cook said a pilot project is underway for summer and it will be fully phased in by 2013. Senator Baker asked when the deadline is, and that this is a useful idea for 100 level classes. But if the deadline was too soon classes might not fill. Senator Cook said the idea was by the end of the first meeting. Associate Vice-Provost Flickinger emphasized the deadline should be before the drop/add period was done on the 4th day. Senator Jewett said that much of these issues could be fixed if online classes met once in person. Senator Ciamataro said most of those issues could now be handled with podcasts students watch. Senator Dakkuri asked how faculty would know if students had previously completed this. It should be a checkoff in Banner and not be maintained by faculty. Associate Vice-Provost Flickinger suggested the second policies be changed to procedures. Motion passed.</p>
11.	<p>Announcements</p> <p>A. Provost Erickson said that he hoped to move forward on deans searches in short order with offering positions. The review of the MCO dean candidates will begin next week. Academic Affairs is working with the Senate Executive Committee for a revised faculty awards event in August. The recreation program issue came up as a result of a retirement and reconfiguration of the position based on enrollment patterns and dialogue is continuing. Senator Sun asked about summer enrollment. Provost Erickson said it was down 20% but that was not unexpected. It relates possibly to Pell Grant restrictions, a greater need for students to work on the summer and fiscal reasons. It was not good, but could have been worse. There will need to be a better summer plan. Senator Cook noted accounting class enrollments were down 50%.</p>
11.	<p>Open Forum</p> <p>A. FFA President Rumpf encouraged all attend the FFA meeting on April 11th..</p>
12.	Senator Brandly moved for adjournment at 11:45. Joyce seconded. Motion passed.

Respectfully submitted,
Melinda Isler
Secretary

ACADEMIC SENATORS 2012-2013

	College/Unit	Last Name	First Name	Office	Ext.	Committee Assignment
1.	Allied Health	Dixon	Megan (1)	VFS 303	3186	
2.		Moore	Gary (1)	VFS 404	3187	
3.		Wancour	Susan (2)	VFS 312	2398	
4.	Arts & Sciences	Alspach	Sandra (1)	JOH 127	2779	
5.		Berghoef	Michael (1)	ASC 2108	2765	
6.		Griffin	Richard (1)	ASC 2094	2761	
7.		Prakasam	Piram (1)	ASC 3021	5290	
8.		Nystrom	James (1)	ASC 2056	5864	
9.		Haneline	Douglas (1)	ASC 3080	2525	
10.		Klatt	Paul (2)	ASC 2004	2671	
11.		Nagel	George (2)	JH 119	3618	
12.		Daubert	Daisy (2)	ASC 2012	2554	
13.		Jiao	Hengli (2)	ASC 2021	2825	
14.		Abbasabadi	Ali (2)	ASC 3017	3571	
15.	Business	Marion	David (2)	IRC 212R	3164	
16.		Cook	Teresa (2)	IRC 212T	3167	
17.		Ciaramitaro	Barbara (1)	IRC 220	3199	
18.		Nazar	Vivian (2)	BUS 374	2473	
19.		McLean	Roy (1)	IRC 231	3149	
20.	Counselors/	Richmond	Christopher (2)	BHC 210	5968	
21.	Librarians	Isler	Melinda (1)	FLT 358	3731	
22.	Education	Stone	Mischelle (1)	BIS 517	3782	
23.		Amey	Steve (2)	BIS 514	5083	
24.	Optometry	Luplow	Dean (1)	MCO 231	2192	
25.		Dinardo	Amy (2)	MCO 231	2202	
26.	Non-tenure Track Instructional Faculty (Fall Election)	Fox	Bernadette (1)	ASC 3025	2522	
27.		Reynolds	Beth (1)	PRK 120G	3077	
28.	Pharmacy	Boncher	Tracey (2)	PHR 105	2283	
29.		Dakkuri	Adnan (1)	PHR 105	2240	
30.		Lovsted	Elsie (1)	PHR 203	2238	
31.	Technology	Drake	Chuck (2)	SWN 405	2788	
32.		Hanna	David (2)	GRN 227	2680	
33.		Jewett	Keith (1)	SWN 405	2954	
34.		Thapa	Khagendra (1)	SWN 314	2672	
35.		Todd	Gareth (2)	JOH 309	5041	
36.		Schmidt	John (2)	GRN 227	5283	
37.	University College	Beck	Eunice (2)	ASC 1017	3772	
38.		George	Sharon (2)	BUS 200	2420	
39.	C of Prof. & Tec. Studies	Joyce	Joe (2)	Metro Detr	586-445-7150	
40.		Baker	David (1)	FSU-GR	616 643-5722	

Bold indicates Senate Executive Committee Member

March 2012

Athletic Advisory Committee

Mission Statement

To promote an environment for Ferris State University student-athletes, coaches, faculty, and staff that maximizes student-athlete success in sports and athletics and strengthens their contributions to campus and community life.

Membership

- Faculty representatives as stated in the Academic Senate by-laws for University-Wide Committees
- Faculty Athletics Representative (FAR)
- Two administrative representatives - appointed by the President or President's designee
- Two students from the student body at large - appointed by the Student Government
- Two student athletes from the Student-Athlete Advisory Committee (SAAC) - One female and one male
- Two alumni, booster, and/or community member - appointed by the President or President's designee
- Ex Officio members
 - Athletics Director
 - Assistant/Associate Athletics Director/Senior Woman Administrator (SWA)
 - National Collegiate Athletic Association (NCAA) Compliance Coordinator
 - NCAA Eligibility Coordinator

Roles and Responsibilities

The Athletic Advisory Committee is a joint University-wide committee that will meet regularly and provide advice to the Academic Senate, Director of Athletics, Vice President(s), and President. The Athletic Advisory Committee can play a significant role in documenting institutional control over athletics. It should receive and review copies of the Athletics Compliance Manual and Operating Procedures Manual once they are developed. It should also review a Student-Athlete Handbook, once it is developed, and review financial audits annually.

The Athletic Advisory Committee can also play a role by reviewing the athletics budget, sports configuration, gender equity Title IX reports, the annual financial audit, Equity in Athletics Disclosure Act (EADA) submissions, graduation, academic progress and persistence rate reports, injury surveillance reports, medical hardship waiver requests, a summary of rules violations reported and a summary of any student-athlete reinstatement requests, summary statements from student-athlete exit interviews, personal conduct reports of student-athletes, and other matters pertaining to athletic programs and personnel. As an outcome the Athletic Advisory Committee can provide comment regarding observations they discern from an objective review of the information.

The Athletic Advisory Committee will also facilitate communication and cooperation between the athletics program and the general Ferris State University community (students, staff, faculty, administration). The committee will be informed of schedules for athletics events, team practice schedules, study table schedules, and contact information for study table coordinators; approve a system of academic honors and awards for intercollegiate athletes; and oversee the FSU intercollegiate athletic program and FSU academic programs in following rules related to academics and academic faculty as set forth by Ferris State University committees, college athletic conferences to which FSU belongs, and the NCAA, Divisions I and II. In addition, the committee will assign a faculty member to act as faculty liaison to each coach and intercollegiate athletic team. This liaison will:

1. Assist with communication between coach and faculty
2. Assist students with issues related to academics, and to the excused absence policy
3. Attend games and practices, when possible, to develop relationships between faculty and athletics. To this end, faculty members of the Athletic Advisory Committee will receive a Division II pass upon request.

April 13, 2012

Committee Name Change - Senate Health Promotions and Substance Abuse Prevention Committee

Dear Senators:

We had our last committee meeting this week. The committee voted unanimously to shorten the name of the committee to "**The Health Promotion Committee**" for three reasons:

- The committee has expanded its mission to include health issues well beyond substance abuse prevention
- The committee has been collaborating with the RSO 'Campuses Against Cancer' and helped raise significant money to support 'Relay for Life' as an example
- The committee has reason to believe the 'Substance Abuse Prevention' may intimidate faculty from joining the committee as there has been minimal attendance from committee members
- The present name is too long and lengthy

I believe that this change needs to be approved by the Academic Senate and may be put on the agenda for the last senate meeting this academic year or the beginning of next.