

**Minutes  
Ferris State University  
Academic Senate Meeting**

**December 6, 2011**

Members in Attendance: Abbasabadi, Alspach, Baker, Berghoef, Boncher, Brandy, Cook, Dakkuri, Daugherty, Dixon, Fox, Gillespie, Griffin, Haneline, Hanna, Isler, Jewett, Joyce, Klatt, Liszewski, Lovsted, Luplow, Maike, Marion, McLean, Moore, Nagel, Nash, Nystrom, Reynolds, Sanderson, Stone, Sun, Thapa, Morcom  
Members absent with cause: Ciaramitaro, Drake, Lashaway-Bokina  
Members absent: McNulty, Prakasam  
Ex Officio and Guests: Burcham, Eisler, Erickson, Flickinger, Green, Johnson, Johnston, Teahan, Balmer, Zimmerman, Hagstrom, Nicol

1.	President Doug Haneline convened the meeting at 10:00 a.m and opened the floor for comments.
2.	<b>Approval of Minutes.</b> Senator Alspach moved to approve the November 1, 2011 minutes as written. Senator Maike seconded. Motion carried. Senator Alspach moved to approve the November 17, 2011 minutes as written. Senator Maike seconded. Motion carried.
3.	<b>Open Forum</b> A. Leonard Johnson, Chair of SPARC noted their next meeting will be December 13, 2011 from 3-5 p.m. in the West Campus Community Center. He encouraged senators to consider attending. The new University Center will be the topic for discussion. He also noted that there will be a meeting on December 7, 2011 to discuss feedback on the General Education rubrics presented by the task force B. Senator Nystrom asked for feedback on the Senate room assignment for meeting rooms that was brought up at the last meeting. President Haneline noted that they had been unable to find an alternate location that would house the Senate that had not already been booked.
4.	<b>Officer Reports</b> A. President Haneline had given the room report in open forum. He also commented that the community college leadership doctorate program had submitted a report to the Senate as they had been requested to do when the Senate voted to approve the creation of the program. On January 4 <sup>th</sup> and 5 <sup>th</sup> , consultants will be on campus to discuss the IT strategic plan, and they were looking for faculty to meet with them. Senator Klatt asked for what purpose? President Haneline said it was to respond to questions about the report. Anyone interested needs to contact Paula to make sure that they get invited. B. Vice-President Berghoef said that the task force on international education has had its first meeting, and plans to report back to the Senate by February. There is a task force being formed on student course evaluations co-chaired by Vice-Provost Teahan and Vice-President Berghoef. C. Secretary Isler had no report.
5.	<b>Committee Reports</b> A. Senator Alspach noted that the UCC must have to the Senate any proposals for courses in Fall 2012 by the February meeting, so they needed them as soon as possible. Proposals to fix or change cap issues can be done in the APAO form. B. Associate Vice-Provost Don Flickinger said that the task force continues to work on individual rubrics as discussed earlier by Dr. Johnson. C. Student Government president Danielle Balmer said they were completing their work for the semester. She encouraged faculty attendance at the Pancakes with the President event during finals week. The date has been set for the Big Event- April 14 <sup>th</sup> . Alllocations have been made by the finance committee.
6.	<b>Delete Coding and Reimbursement Certificate Program.</b> Senator Alspach moved to close the minor. Seconded by Senator Daugherty. Motion passed.
7.	<b>Written Response from Deans and Provost- APR recommendations 2010-2011.</b>

	<p>Provost Erickson said that they take the recommendations from this process very seriously and he would be happy to answer any questions. Senator Nystrom asked under recommendation what “as budget allows” means. Provost Erickson said that for each faculty vacancy, it is reviewed in deans council and decided whether or not a replacement is the best use of the vacancy. Sometimes after a retirement, replacement costs are actually higher. Senator Cook asked what the process was to hire new administrators. Provost Erickson responded that administrative vacancies go through the same process but it was not a new line. Vice-President Berghoef said that timeliness was important in understaffed areas and could be disruptive. Provost Erickson said it was helpful for the deans to have the conversation and understand but also be responsive. Senator Sun asked if it was absolutely necessary to have the faculty already retired to start the conversation. Provost Erickson said that is true that they need a well timed transition and that is why in the current social work search, they are considering hiring two candidates. That is why in the current social work search, they are considering hiring two candidates. Senator Maike made a comment because of buyouts and retirements, his area is very understaffed, and faculty are putting off retirements to cover classes and is there a length of time limiting the discussion process. Provost Erickson said he was not aware of that situation and would be happy to discuss it. Senator Thapa said his area has had a reduction in faculty that could affect accreditation. Provost Erickson said he was unaware of the details of that situation.</p>
8.	<p><b>Blackboard Checkup Concerns.</b>  Senator Marion brought up a discussion item of the new Blackboard implementation and how it relates to the approval of the EMAT recommendations. He is unable to get shells for his Spring 2012 courses, despite his early adopter status because he has not undergone Quality Matters training. Vice-Provost Teahan noted that in the last conversion process 16 hours of training were required but no outcomes. Now items must be checked off and they are working to make this as accessible as possible. However, the department head has the ability to tell IT to kill that requirement if they are already adopters and have previously done training. Senator Nystrom said that half of the policy has not been implemented. Senator Moore added that the missing piece is the Quality Matters program, which was piloted by Allied Health. Vice-Provost Teahan added that the surveys which have come back from courses which have used Allied Health have been positive and they hope to continue to train on it. Senator Marion asked if they would require to do the semester long version or the “Cliff Notes” shortened version. Senator Alspach asked if Bea Griffith-Cooper, an instructional designer, would be replaced. Vice-Provost Teahan said that she would hope so. Senator Cook asked if there was a relevant policy/procedure which needed to come to the Senate. Provost Erickson said that they are still figuring out how to implement the EMAT recommendations. Senator Marion made a motion to have EMAT recommend policies for faculty to follow and report these back to the Senate by their February meeting. Seconded by Dakkuri who added that he did not understand the importance of the EMAT report. Senator Jewett asked if a senator was on EMAT and if this should not be Academic Standards and Policy Committee issue. Did it require a vote? Senator Marion amended his motion to refer the issue to the Academic Standards and Policy committee at the suggestion of Senator Alspach. Provost Erickson added that the implementation of the plan would need to be a cohesive effort between both faculty and administrators. Dean Green added that he preferred a collaborate group of administrators and faculty such as EMAT rather than a faculty committee. Senator Nystrom spoke in support of the Academic Standards and Policy committee having this issue brought up. Senator Dakkuri said that EMAT or a similar group could craft the policies/procedures and then bring it to the Academic Standards and Policy Committee rather than having them do the wording. Motion passed with one abstention.</p>
9..	<p>Senator Alspach brought up the revisions to the University Curriculum manual.</p>
	<p>A. Section 3.4.1 Senator Alspach moved to accept changes on the screen with the addition of the removal of the cross listing section. Seconded by Senator Nash. Senator Dakkuri asked for the definition of a doctoral course. Senator Jewett asked that the doctoral paragraph be dropped since it is no longer in the course. Senator Dakkuri asked what number courses should doctoral courses start at and that the university should have a policy. Motion passed with one no vote and one abstention.</p>
	<p>B. Section 3.4.2. Senator Alspach moved to accept changes. Seconded by Senator Boncher. Senator Lovested made a friendly amendment in 3.4.2.4_95 to remove the word baccalaureate. Motion passed.</p>
	<p>C. Section 3.5. Senator Alspach moved to accept changes. Seconded by Senator Boncher. President Haneline said that this section is new language that was not previously in the manual. Senator Moore asked whether these items can be grieved? Senator Alspach said that this section was written as an explanation,</p>

	<p>not as a statement of intent. Senator Maike asked if these issues applied only to online. Senator Alspach said no, it is for all curriculum. Senator Cook asked if this addressed the issue of summer caps? Vice-Provost Flickinger said that summer language has course caps treated the same way (this applies only to course caps- not a section cap and does not deal with summer deadlines. Provost Erickson said that he has concerns with this sections language as currently written and whether or not it is crossing the Senate role with that of the collective bargaining unit. The use of the word “approval” and in 3.5.2 “use of decision” were particularly problematic while he agreed with section 3.5.1 Senator Dakkuri asked if the language was strong enough. Senator Alspach said that the intention was the suggestion of a process. Provost Erickson said he wanted this to be an issue worked out on a departmental level. The motion passed with one abstention.</p>
10.	<p><b>Announcements</b></p> <p>A. President Eisler said that his recent email detailed the situation with the HLC report which has not been formally accepted by the commission. In the state senate, the baccalaureate bill for community colleges has come up, which will be damaging to our enrollment numbers. He invited all to attend the holiday reception and nominate any students for the human story that he tells on commencement.</p> <p>B. Provost Erickson said that the Steve Durst has accepted the position as the Dean of Pharmacy. FLITE dean finalists will be announced shortly and the other dean positions have been posted. The MCO dean search committee will be formed and started in January. The grants search has failed. He recently met with the College of Engineering Technology to help them begin a comprehensive strategic planning process.</p>
11.	<p><b>Open Forum</b></p>
12.	<p>Senator Alspach moved for adjournment at 11:40 a.m. Senator Sun seconded. Motion passed.</p>

Respectfully submitted,  
Melinda Isler  
Secretary