

**Minutes
Ferris State University
Academic Senate Meeting**

September 4, 2012

Members in Attendance: Abbasabadi, Alspach, Amey, Baker, Beck, Berghoef, Ciaramitaro, Cook, Dakkuri, Daubert, Dinardo, Dixon, Drake, Fox, Griffin, Haneline, Hanna, Isler, Jewett, Jiao, Joyce, Klatt, Lovsted, Marion, Moore, Nagel, Nazar, Nystrom, Reynolds, Richmond, Schmidt, Stone, Thapa, Todd, Wancour

Members absent with cause: Boncher, Prakasam

Members absent: Luplow, McLean

Ex Officio and Guests: Blake, Durst, Erickson, Garrison, Nicol, Potter, Teahen, Williams, Vasicek, Karafa

1.	President Doug Haneline convened the meeting at 10:01 a.m and opened the floor for comments
2.	<p>Approval of Minutes. Senator Griffin moved to approve the 2 sets of April 24, 2012 minutes as written. Senator Jewett seconded. Secretary Isler noted that a few misspellings had been corrected. Motion carried</p>
3.	<p>Open Forum</p> <p>A. Emeriti President Brenda Vasicek thanked President Haneline for continuing to encourage emeriti involvement. A member of the Emeriti board will be attending each monthly meeting.</p> <p>B. Senator Dakkuri encouraged senators to get involved in the Distinguished Teacher nomination process by nominating faculty or encouraging others to do so.</p> <p>C. Senator Thapa thanked the Senate Executive Committee for the choice of the new location in the Centennial Dining Room in Rankin Student Center.</p> <p>D. Senator Moore noted that the current Distinguished Teacher Award guidelines did not allow many members in his college, who teach primarily online, to be involved in the process. President Haneline said that the SEC was aware of this and a task force will be formed to modernize the process and qualifications for the award, to be awarded in subsequent years.</p>
4.	<p>Officer Reports</p> <p>A. President Haneline had no further report</p> <p>B. Vice-President Berghoef asked members to remember that the due date for committee applications was September 9, 2012. There are several openings. All are encouraged to apply (Senators are required to sit on a committee) and recruit faculty- including younger faculty who may not have participated before. There will be a chairs meeting in early October and he hopes to meet with Student Government to discuss their participations.</p> <p>C. Secretary Isler said that she would be serving as Senate Parliamentarian for the upcoming year and available to answer questions about Senate meeting procedures but also questions from the committee.</p>
5.	<p>Committee Reports</p> <p>A. University Curriculum Committee Senator Alspach said that the fall workshops worked well and they have continued to streamline the review process. Some discussion from the workshop led to the action item later on the agenda. They are considering requiring checksheets with outcomes. Senator Cook complimented Senator Alspach on the usefulness of the workshop and suggested it be added to new faculty orientation during the year.</p> <p>B. General Education Task Force Vice-Provost Blake asked Senate President Haneline to give an update on the task force. Senator Haneline said the task force was in a holding pattern but would be scheduling 2 upcoming town hall meetings regarding outcomes and coming back to the Senate for a vote after that.</p> <p>C. Student Government President Bryon Williams thanked the Senate for allowing him to be present and looks forward to continuing to work with the Senate. Student Government is working on coming up with learning outcomes for their Student Government experience and a series of training that will allow students to present their leadership experiences on a resume and co-curricular transcript.</p>

6.	<p>Dean Scott Garrison-FLITE. Conversations with the Senate. Dean Garrison expressed his interest in continuing to learn opinions about the library and how FLITE can demonstrate value. He hopes to focus on how to showcase faculty/student output and focus on partnerships with other units in the building (Faculty Center, Jim Crow Museum, OMSS). He is also interested in infusing information literacy into the curriculum and patron driven acquisitions. He views libraries as a space for ideas, technology and teaching. Senator Alspach asked about requesting new acquisitions and Dean Garrison mentioned the liaison program. Senator Beck asked how they planned to expose research? Dean Garrison will be having conversations with Karen Strasser, Grants and Research and figure out ways to promote research. Senator Stone said that she has a wonderful liaison (Stacy Anderson) and has been very responsive on assisting her in her classes. Senator Berghoef also had compliments for Stacy Anderson's liaison work in Social Work and the program as a whole. He asked about utilization of meeting room space. Dean Garrison said he would be getting data collection on the availability. He was also available after the meeting for anyone who had other comments to share with him.</p>
7.	<p>University Curriculum Manual revisions. Add section 3.6 Senator Alspach moved to add a modes of instruction under 3.6 as handed out to the Senate. Senator Jewett seconded. This evolved out of a conversation with Form F which allowed for lecture- lab- seminar but seminar was not defined. This provides a definition of a seminar as a course with students are involved in leading discussion or added student responsibility.</p> <p>Senator Schmidt pointed out that some seminars involve guest lecturers from industry rather than student leadership. Senator Alspach said this was a classroom form and the title of the course was not important. Senator Jewett added this definition did not fit FSUS course. Senator Alspach said it might be possible to change the name on that to Ferris State University Semester to fix that. He also pointed out that it may effect course caps since that is a separate issue. Senator Alspach said that is a different issue in a different part of the manual. Emeriti president Vasicek said that this category may not fit the way a writing intensive course worked. Senator Dakkuri said the word significant is ambiguous. Senator Alspach said she might define it at least 60% but it would be up to the department. Senator Hanna questioned how academic freedom of course description fit into this. Senator Drake again mentioned in Engineering Technology this wouldn't fit a common topics class and perhaps that box should be scratched. Senator Schmidt questioned the Form F for Banner which has a history of problems and why we need it. Senator Alspach said it was used for scheduling purposes for rooms. Senator Marion questioned how this worked with mixed instruction classes. Senator Daubert said if it did not matter except to Banner did it matter about the exact wording of the definition. Senator Griffin made a motion drop section 3.6.3 which was seconded by Senator Marion. Senators Jewett and Schmidt commented on the difference between seminar and lecture for the purposes of the form. Senator Wancour spoke to the importance of the seminar component in the Dental Hygiene curriculum. Senator Dakkuri said that box could be eliminated. Senator Baker noted that words have power and there may be problems to completely remove it. Senator Daubert noted the form appeared to be for defining hours and not really mode of instruction. Senator Cook agreed. Senator Berghoef moved to table, seconded by Senator Nystrom. 28 voted in favor of tabling and 6 against.</p>
8.	<p>UCC Curriculum Manual support Senator Alspach moved to approve the manual and appendices so it can be posted with a date of September 2012 to the web. Senator Griffin seconded.</p> <p>Senator Dakkuri requested that for a vote on the floor, materials be sent in advance. He noted that section 3.5.1 (maximum section enrollment) appeared to be different from what was originally passed out to the Senate. President Haneline said that it was his error that it had not gotten out earlier, because of the holiday weekend. Senator Nystrom also questioned the section 3.5.1. He refused and overload and wanted to require the department head to enforce local work rules. He was then offered additional incentives which he declined and was overridden. Senators Jewett and Thapa agreed with Dakkuri that having the paperwork for an informed discussion was crucial. The vote was 19 in support, 9 against and 1 abstention.</p>
11.	<p>Announcements A. Provost Erickson that they were working on several retention and student success issues. They noticed that many of those in Math 010 and reading 106 do not succeed in graduating in less than 4.5 years and run into financial aid trouble. This may in part lead to their 20% graduation rate. They piloted a summer bridge program called Operation Excel for 8 credits of student success and allowed them to enter in the</p>

	<p>fall immediately into their major. Eighteen students participated. They are also creating the Woodbridge Promise College with the MOISD to allow students on campus to take classes as part of a concurrent enrollment program. This allows them to complete some requirements prior to matriculation. Senator Baker spoke in support of a summer bridge program and also offering courses out in the various high schools. Senator Schmidt asked how the program was funded. Provost Erickson said that the summer program was funded out of the Provosts office but the co-enrollment is funded by the school districts. Senator Hanna asked about the selection pool of students. Provost Erickson said it was possible that these were those who volunteered and that may have impacted results. It was a very intense effort by a motivated group. Senator Joyce asked who was offered the opportunity. Provost Erickson said anyone who qualified for the classes. Senator Dakkuri said it was an excellent initiative and were there plans for expansion. Provost Erickson said they hoped to do so, but had not figured out details. Senator said this was great marketing for the university, far better than the billboards. Senator Merwin said she hoped they continued to review the program as these students progressed beyond their freshman year.</p>
11.	<p>Open Forum A. Senator Hanna requested that Secretary Isler review when the second reading of actions was removed from Senate procedure and report back.</p>
12.	<p>Senator Merwin moved for adjournment at 11:47. Joyce seconded. Motion passed.</p>

Respectfully submitted,
Melinda Isler
Secretary