

## Minutes

### Ferris State University Academic Senate Meeting

September 6, 2011

Members in Attendance: Alspach, Baker, Berghoef, Boncher, Brandy, Ciaramitaro, Cook, Dakkuri, Daugherty, Dixon, Fox, Gillespie, Griffin, Haneline, Hanna, Isler, Jewett, Klatt, Liszewski, Lovsted, Luplow, Maike, Marion, McLean, McNulty, Nash, Nystrom, Reynolds, Sanderson, Stone, Sun

Members absent with cause: Drake, Joyce, Lashaway-Bokina, Nagel, Thapa

Members absent: Abbasabadi, Prakasam

Ex Officio and Guests: Burchan, Cron, Erickson, Flickinger, L. Johnson, Balmer, J. Coon, C. Quigley,

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 Ciaramitaro moved to approve the April 26, 2011 minutes as written. Senator Moore seconded. Motion carried.  Senator Alspach moved to approve the May 16, 2011 minutes as written. Senator Ciaramitaro seconded. Motion carried.
3.	<b>Open Forum</b>  A. Senator Teresa Cook noted the next EMAT meeting will be September 15, 2011 from 10:30 a.m. – 12:30 p.m. to continue discussions of the proposals presented at the Senate retreat. It will be held in the Centennial Room in Rankin Center. President Haneline noted that the EMAT recommendations will be up for a vote of support at the October Senate meeting. More information will be emailed to the senators. B. Leonard Johnson, Chair of SPARC noted their next meeting will be September 13, 2011 from 3-5 p.m. in the West Campus Community Center. He encouraged senators to consider attending.
4.	<b>Officer Reports</b> A. President Haneline had no report. B. Vice-President Berghoef noted that the preference forms have been sent out for committee selection. Over 80 seats of 106 committee seats need to be filled. Paula Hadley noted that some faculty are not filling out the second page- which includes the question part explaining why a faculty member wishes to serve on a particular committee. This is necessary for the Executive Committee to be able to select members. Anyone who has done this only needs to submit the second page to Paula. Senator Moore asked if meeting dates have been set. Vice-President Berghoef noted that traditionally the second Tuesday of the month at 11:00 a.m. are set aside times for these committees although some committees meet at different times. Senator Cook asked if teams charged with changing their structures have done so. President Haneline said that they had. C. Secretary Isler noted a sign-in sheet was circling the room. She asked for any comments on minutes and said the retreat minutes will be included with next month's packet.
5.	<b>Committee Reports</b> A. Senator Alspach noted that the UCC will be meeting this year in CSS 302 on Wednesdays at noon. If a program/course is being discussed the members are encouraged to attend the meeting. Changes for the year include a notification for the UCC when an experimental course is coming through since that frequently becomes a permanent class proposal. Additionally, they are requesting notifications for PCAFS (program/3 course sequences) which are now going through the Academic Affairs office first. B. Associate Vice-Provost Flickinger said that the General Education Task Force will be meeting soon. He encouraged senators to look at the website which provided the visual representations of structures and outcomes framework. C. Student Government President Danielle Balmer reported on a series of Student government activities which

	are new and continuing. They include: newsletter, holiday food drive, and Big Event. The RSO budget does not have as much money in previous years so they will be stressing that organizations need to get their paperwork turned in. They are working to have committee slots filled.
6.	<b>UCC Manual Revisions</b> Senator Alspach described the process of approving the changes to the curriculum manual (which has been altered based on suggestions from the Senate Retreat and other meetings). Materials will be brought up in sections for approval.
	A. Senator Alspach moved that the Senate adopt the changes to the preface. Seconded by Senator Ciamaritaro. A friendly amendment was made by Senator Alspach to remove any references to a missing paragraph referring to the Registrars office. Motion passed.
	B. Senator Alspach moved approval of section 1.1. Seconded by Senator Luplow. Motion passed.
	C. Senator Alspach moved approval of section 2. Seconded by Senator Ciamaritaro. Senator Hanna asked what the significance of the term off campus cohort group. Senator Alspach said it referred to groups like the maritime students up in Traverse City which are preidentified and already associated. Motion passed.
	D. Senator Alspach moved the approval of Section 3. Seconded by Senator Boncher. Discussion was broken out by section groups. <ol style="list-style-type: none"> <li>1. Under section 3.1.2, Senator Hanna asked whether the lower limit of 120 for a degree was the same as a minimum. Senator Alspach said it was. It was suggested that a friendly amendment be made. Senator Jewett noted the same change would need to be made for the section relating to associate degrees. Senator Dakkuri asked what rule had a major at “approximately” 128 credits- why not just include the whole range? Senator Luplow suggested some editorial wording changes.</li> <li>2. Senator Hanna also asked whether the 40 General Education credit limit made sense and whether or not 39 would be easier. Senator Alspach noted this was not a change from the current manual in effect. President Haneline noted that to make a change about this would be a policy change that would require further research and should probably not be done until the October meeting. Senator Stone noted a change of this would create issues for the way that Criminal Justice has structured its curriculum.</li> <li>3. In Section 3.3 Senator Alspach said that the mention of caps in certificates/concentrations has been removed. Senator Nystrom asked if there was any language limiting the number of concentrations allowed for a student in a major. Senator Alspach said past practice has been to leave these rules up to the departments and cited Biology as being a department that has done so effectively. Senator Klatt added his support that this has worked for that department.</li> <li>4. In Section 3.4, Senator Hanna asked if there was any language prohibiting dual enrollment. Senator Alspach said there is not. Senator Nystrom added that this is common practice. Senator Haneline said this would be another change to text which would require further research. Senator Lovestead noted that pharmacy has classes from 300-700 and suggested that the professional and graduate be changed to graduate. Leonard Johnson asked if adding professional to the 300 and 400 course level descriptions would work. Senator Lovestead suggested adding a new column which said professional courses should be numbered according to college practices since they do not do it all the same way. Senator Jewett asked if this would be the part of the manual where a noncompetitive clause could be added. Senator Cook noted in Section 3.4.2 text needs to be altered to match the heading. Senator Lovestead in Section 3.4.2.4 noted that baccalaureate needs to be removed. In Section 3.4.2.5, Senator Dakkuri asked if it should be an a or the in reference to the contact. It should be a the.</li> <li>5. In Section 3.5, the text deals with the maximum course enrollment issue. Senator Cook asked if courses already online will be grandfathered in. Senator Alspach said this is not fully decided- there is past practice for asking all courses to review caps. Senator Stone noted this process may not work well in departments where only 1 or 2 faculty teach online classes. Senator Marion pointed out this document was vague on purpose.</li> <li>6. Senator Jewett moved to table support of Section 3. Senator Marion seconded. Motion passed.</li> </ol>
7.	<b>Announcements</b> A. President Eisler sent his regrets for not attending the meeting. He was off campus.

	<p>B. Provost Erickson congratulated Ferris on a successful start to the semester and a record enrollment of 14,560. He asked Vice-President Burcham for comments. Vice-President Burcham noted that Big Rapids enrollment is up by 39 students, FTIAC enrolment is up, online enrollment is up, international student numbers are up and ACT scores are up. He said that Ferris is beginning to recover from a poor enrollment season in 2006.</p> <p>Provost Erickson said that two deans searchers are underway and there is 1 week until the closing of the posting for the grant specialist position</p> <p>There is a new specialist for events/communication in the Provosts office. .</p>
8	<p><b>Open Forum</b></p> <p>Senator Stone stated that Kristen Renne will be a keynote speaker on diverse classrooms and give a workshop on October 10<sup>th</sup>. She is co –sponsored by FCTL and the Academic Senate Diversity Committee and she encouraged everyone to look in their mailboxes for further details.</p>
9	<p>Senator Marion moved for adjournment at 11:45 a.m. Senator Stone seconded. Motion passed.</p>

Respectfully submitted,  
Melinda Isler  
Secretary