

STUDENT AFFAIRS ADMINISTRATIVE COUNCIL

MINUTES

August 11, 2011

Present: Dan Burcham, Mike Cairns, Matt Chaney, Sara Dew, Renee Douglas, Cindy Horn, Kathy Lake, Kristin Norton, Angie Roman, Kristen Salomonson, Paul Sullivan, Linda Telfer, Alli Witucki, and Leroy Wright.

Absent: Mark Schuelke and Troy Tissue.

Student Affairs Assessment Timeline

Mike Cairns noted that Sherry Hayes is currently putting the book together for the assessment highlights. The Assessment Committee will split up during the year and meet one-on-one with individuals to keep things going or to offer assistance.

Student Affairs Faculty/Staff Appreciation Lunch

Mike Cairns indicated that sometimes the appreciation lunch goes too long and suggested that only one person be nominated by a department. The directors all agreed.

Party at the Burchams on August 25

Alli Witucki will be having a party on August 25th for her staff to get to know the Student Affairs administrators. Also invited are the EU E-Board, Student Government E-Board and Finance Division E-Board. This will allow the students to get to know us better.

Mike Cairns explained that this began last year when the E-boards of Student Government and EU held lunch meetings with Dan, Alli, Mark, Teresa, and himself to develop a better working relationship.

Dan Burcham noted that this will not replace the Welcome Back Party.

Academic Senate Presentation

Dan Burcham announced that Mike Cairns, Alli Witucki and Angie Roman would be attending the Academic Senate Retreat to talk about the Leadership and Student Employee Initiative. Dan asked that the group focus on learning and tie it into Fred Heck's interaction with the group.

Retreat Notes

Dan Burcham thanked the directors for attending the retreat last month. Dan noted that he had requested a Wellness Coordinator many years ago and maybe the wellness initiative will cover this as discussed at the retreat. Linda was asked to set up meetings for the whole division to discuss what the directors came up with during the retreat.

Enrollment

Kristen Salomonson reported that Kendall is up 40 students but down in credit hours due to the fact that many students are dual enrolled. The Big Rapids campus is up with the exception of the College of Business who is down but they have caught up considerably. On-line is up 179 students and up 1167 student credit hours with the growth being in Allied Health Sciences. The other campuses are down 109 students and down 1154 student credit hours. With all of this being said, we are up 267 students and 2021 student credit hours.

MLK Funding

Dan Burcham announced that the Office of Multicultural Student Services has received permanent funding of \$10,000 for the MLK Week events. This will assist the committee in their planning and eliminate the need to ask other departments on campus to assist with this event.

Announcements

Cindy Horn

- The pool is coming along and should be ready on September 6, 2011. They will need to test the skills of the Life Guards before opening.
- Have developed a full intramural schedule.
- Making calls to all members who did not renew their rec center membership in the last six months. The answers are very different from what was expected.

Sara Dew

- Was on TV 9&10 news and spoke on the Federal government making cuts to financial aid. There will no longer be subsidized loans for graduate students.
- Will be dropping classes on Tuesday for continuing students who have not paid 50% of their bill owed. Second drop will be Friday, August 26.

Kristen Salomonson

- Anyone wishing to receive a copy of the peer retention report from the University of Oklahoma should contact Kristen.
- Currently has a transcript issue regarding unofficial transcripts.
- The last Monday in August a FAC Team meeting will be held to discuss addressees which will include staff from Public Safety, Payroll, Housing, etc.

Paul Sullivan

- Busy with patients and projects.
- Lost clerical position last year and have not replaced her. Have hired a former student employee as a part-time person as she is waiting to get into nursing.

- Will be hiring a part-time provider, have four finalists (two nurse practitioners and 2 physician assistants). This person will assist as Dr. Newell will be only working three days a week.
- Purchasing a new medical management software system and will out-source billing and insurance to them.
- The Birkam Health Center will continue to bill cash payments, athletics and two to three other areas.
- Authorized to bill Priority Health now.
- Hiring a consultant to review the health center and asked us if we wanted to have a health center that continues as a service to students with lower rates or no cost to students or to move to a hybrid model such as a private practice. The Health Center's charges are still below what the community charges.
- In the last two years, the health center has reduced their losses from \$140,000 to \$25,000.
- The new system will allow students to make on-line appointments from their residence hall/apartment and to have a health history form on line. Renee Douglas questioned if there are questions about mental health. Paul noted that questions about the student's mental health and prescriptions they are taking can be asked.
- Had a case of meningitis last week. The individual was not on-campus, was hospitalized, received mix test results, was treated and released. Dan questioned if we have a responsibility to report this. Paul indicated that we received a call from a Supervisor at the Physical Plant informing us that this individual was really sick. Dan will speak to General Counsel concerning this. Paul is to provide written details and send to Dan.

Matt Chaney

- Last week, 75 Upward Bound students were on campus from Mott Community College. Various areas gave presentations.
- Assisted with a group of 100 Hispanic students from the Grand Rapids Hispanic Center.
- The Gear Up Program admitted 29 students to Ferris from their first year cohort.
- Experienced some flooding last week.

Alli Witucki

- Bulldog Beginnings Welcome events will be the first week of classes and will be held at different areas on campus beginning with a movie, then Meijer Madness, and a picnic for Founder's Day.
- Staff training will be held on Thursday and Friday.
- Will be interviewing for four Professional Trainee students.
- Working on Professional Trainee Workshops and if anyone would like to provide workshops, please let Alli Witucki or Angie Roman know.
- Discussion followed on the Professional Trainee wage. Dan will ask if the wage exception needs to go to President's Council.

Angie Roman

- Carrie Adams has found a free on-line chat feature. Front desk student will be using this. They had 11 people use this system it is compatible with the new content management system.
- The Professional Conference is coming up on September 28th entitled, "Seeds for Change." They will be looking for good volunteers and will be posted soon.
- The Career Fair will be held on October 6. Currently 41 employers are registered and the list will be posted next week.
- The info depot will continue at the Career Fair but the set up will be changed.
- If anyone has employer contacts, please let Angie Roman.

Renee Douglas

- The rest of the Counseling Center staff will be back next week.
- Students are calling in already.
- The Counseling Center will be having two Master students and a Bachelor level student working this year. This is in cooperation with the Social Work Program at Ferris. The Bachelor level student will be working with Renee to develop a peer support network template.
- The after-hours on-call contact service will be through an outside source, Network 180 out of Kent county. This will be the first time Network 180 has partnered with a university. CMU uses Listening Ear.

Kristin Norton

- Completed 12 hours of Hearing Officer training.
- Will be completing RA training next week.
- Updated the Student Code of Community Standards and went on-line yesterday; however, some modifications need to be made before going to print.
- Have moved to the Birkam Health Center.

Leroy Wright

- Crafting letter to students.
- Will be speaking to the football players and their role as community members.
- New Faculty Orientation is next week.
- Are in need of seven more male mentors for the Youth Initiative.
- Working on mentee placement.
- Working on late orientation with 100+ already registered.

Respectfully submitted by - Linda Telfer, Executive Secretary to the Vice President for Student Affairs