

STUDENT AFFAIRS ADMINISTRATIVE COUNCIL MEETING

MINUTES

August 21, 2008

Present: Dan Burcham, Mike Cairns, Matt Chaney, Jo Gerst, Cindy Horn, Mark Schuelke, Mike Slocum, Paul Sullivan, Linda Telfer, Rob Wirt, and Leroy Wright.

Assessment Quickie

Mike Cairns noted that the Assessment Quickie today came from Wendy Samuels who is on the HLC Steering Committee. Her handout explained that assessment is the systematic collection, review, and use of information about educational programs undertaken for the purpose of improving student learning and development (Marshese, in Palomba and Banta, Assessment Essentials, 1999). Assessment is discovering what students are learning, determining if actual learning meets expectations, and improving future learning by changing curriculum, changing delivery, and/or changing access to resources. Mike asked the directors to review the “Assessment Loop” in the handout.

Update on Searches

Mike Cairns asked each search chair to give an update on where their searches are and thanked the following search chairs – Leroy Wright, Matt Chaney, Mark Schuelke, and Cindy Horn.

Matt Chaney reported that a committee recommendation for the Director of University Recreation position will be made soon.

Mark Schuelke indicated that they have reviewed all the candidates’ files for the Coordinator of Career Services and the files were sent to EEO for review.

Cindy Horn reported that the Assistant Director of Student Leadership & Activities is progressing.

Leroy Wright indicated that the Director of Student Conduct candidates are being brought to campus for interviews.

HLC Timeline

Mike Cairns reported that Sandy Balkema had developed a timeline for HLC. Ferris does not have an exact date as to when HLC will be on campus. He asked that the Student Affairs staff assist if at all possible.

General Education Outcomes

Dan Burcham distributed information on the general education outcomes so that Student Affairs would have a sense of what the College of Arts and Sciences is doing. This indicates what is being taught and what a student is suppose to learn at the University. “General Education at Ferris accomplishes the following:

1. It enhances and enriches the skills essential to students' success in every field and most areas of their lives.
2. It provides students with the knowledge that will allow them to adapt to change, advance in their careers, and act as informed citizens.
3. It assists students in gaining a better understanding of themselves. It also widens the horizons of their experience by offering them a better understanding and appreciation of some of the best of human achievement.”

Dr. Burcham asked that the directors review what they are doing and see what general education outcomes they might enhance.

Good News

Cindy Horn indicated that she introduced the core values of the institution and the learning outcomes and had a great conversation with the student supervisors regarding this during training. In the afternoon they will be playing Diversity Card Sharks.

Mike Slocum is meeting with the RAs about database training.

Paul Sullivan indicated that everything is going exceptionally well this year with programming. Birkam Health Center is ready for the new year and is doing TB tests for the colleges. The Health Center has waived the \$47 health center fee due to the fact that students were getting their TB shots for \$15. Paul also indicated that flu shots will be here in October.

Mark Schuelke indicated that more volunteers are needed for First Impression tables. If anyone has interested staff, please contact Deb Sweet.

Rob Wirt indicated that Financial Aid would be surveying customers on their services. He also noted that Financial Aid processing is going well with a maximum of 48 hours turn-around time.

Jo Gerst indicated that FerrisConnect is being tested.

Dan Burcham indicated that the Communication Center will probably be open after 5:00 p.m. during the first couple of weeks of class.

Leroy Wright reported that he made a presentation to the football team about their choices. Mike Cairns suggested that he survey them to see what they learned. Leroy also announced that the handbook has been printed, is available on-line, and is also available on disk. The disk will also contain the mission, core values, Ferris Fight Song, why school spirit is important, as well as university resources and links.

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Good News (continued)

Mike Cairns indicated that Dana Bissett was working on the TIP letter. Mike is also bringing Steve Romano and Gene Rogallo to campus again.

Respectfully submitted,

Linda J. Telfer
Executive Secretary to the
Acting Vice President for Academic Affairs
Vice President for Student Affairs