

STUDENT AFFAIRS ADMINISTRATIVE COUNCIL

MINUTES

December 3, 2009

Present: Dan Burcham, Mike Cairns, Matt Chaney, Jo Gerst, Cindy Horn, Kathy Lake, Kristin Norton, Kristen Salomonson, Mark Schuelke, Paul Sullivan, Linda Telfer, Rob Wirt, Alli Witucki, and Leroy Wright.

Guests: Tricia Walding-Smith and Officer Bill Saunders.

Flash Point DVD

Tricia Walding-Smith from Ferris' Department of Public Safety asked that the directors watch a video regarding addressing issues on campus. Officer Saunders indicated that Student Affairs is the front-line to dealing with people and indicated that we need to be aware and respond. They indicated that this video can be shown to groups and Dr. Burcham asked that this be shown to Student Government. Jo Gerst suggested that a poster campaign be conducted on various subjects such as stalking, etc. Dan questioned if the former FBI agents should be brought to campus, and Tricia did not want to comment on that today.

Assessment Related Expenses

Mike Cairns indicated that one of HLC's requests is how much money was spent on assessment. He distributed the information from the departments that have been submitted and stressed that just a couple of sentences is needed. Kristen Salomonson questioned how Institutional Research should be handled since 100% of their time is assessment. Mike indicated that they should be listed separately but included in our division. Linda Telfer questioned why the submitted assessment retreat information was not included. Mike noted that it will be added.

Freedom of Speech

Mike Cairns explained that he asked Kristen Norton to compile a handout on Freedom of Speech. Kristen explained that she modeled it after Grand Valley. The directors were asked to review and let Kristen or Mike know of any other ideas or suggestions. Linda asked if this needed to go to the Board as Freedom of Speech is in the Board Policies. Kristen noted that she questioned Ken Plaz from General Counsel on that and he indicated that it did not need to.

Customer Service Training

Dan Burcham distributed a paper from Administration and Finance for a customer service opportunity. He noted that the Program Coordinators are Warren Hills and Mike Cairns but Kathy Lake will be replacing Mike on this project. Linda questioned why only AFSCME and Clerical Technical unions were mentioned as all the unions are represented in these two divisions. Discussion followed on the training that has taken place and the lack of urgency by the workers as to what needs to be done next. The directors were asked to think about how we get the staff to the next step.

Two Year Residency Requirement

Dan Burcham indicated that he spoke with Jerry Scoby on the two-year residency hall requirement as Student Affairs has been waiting for a response from Residential Life as to what they could do to go to a one-year residency requirement. Jerry indicated that it was their understanding that we didn't want to do that. Dan questioned those in attendance at that meeting if that was correct. All the directors at the meeting indicated that they would like a one-year residency and have been waiting for Residential Life to respond.

Dan Burcham indicated that the President would like a response on the 22 ACT issue and that we need to look at the Residential Life scholarships and make any suggestions for improvement.

Student Recreation Center Plumbing

Dan Burcham indicated that he spoke with the President about the plumbing in the Rec Center. The President has indicated that there are more funds available and asked that we speak with Jerry Scoby to come up with a plan to replace the pipes with funding coming from maintenance reserve. Dan suggested that all the pipes be replaced instead of piecemeal. Linda will schedule a meeting concerning this.

Stimulus Funding

Dan Burcham indicated that if Financial Aid has not allocated all the stimulus money, he asked that it be used to assist those students in need for Spring. He asked that a plan be developed and submitted to him so that he can discuss it with the President.

Student Complaint Policy

Mike Cairns distributed the latest version of the Student Complaint Policy and Procedures. If anyone has changes, please let Mike know.

Announcements

Kristen Salomonson distributed enrollment statistics and noted that we have an increase in applications for Fall. A lot of offers are out there with more decisions being made at this time compared to last year. Kristen reminded everyone that we have more recruiters this year also.

Kristen also noted that Banner 8.0 conversion will be coming over the holiday break and Degreeworks is going well with a lot of training scheduled.

Kristen indicated that the diplomas will have the 125th anniversary symbol on them this year.

Cindy Horn indicated that the electronic sign in front of the Rec Center is not working, and TAC is currently working on this. She also noted that she is reviewing patron usage during the holiday break last year to determine hours for this year.

Announcements (continued)

Dan Burcham asked Kristen to turn the sign off on Wheeler Pavilion from midnight to 6:00 a.m. to save electricity.

Paul Sullivan indicated that the Counseling Center is receiving more referrals from Deans and other administrators this semester. He also noted that the Health Center has used their seasonal flu vaccine but still have the H1N1 vaccines available.

Rob Wirt announced that his office is receiving lots of communication from thankful students and parents about how Ferris handled the Michigan Promise situation. He also indicated that the Authority Board will not be meeting until mid-December so a roster will not be available until January.

Matt Chaney distributed a list of upcoming events for next semester. He noted that the freedom march will be on Monday instead of Sunday this year.

Dan Burcham noted that he met with the Superintendent of Baldwin Community Schools this week and they are willing to work with Ferris. Dan indicated that we need to have assessment tools in place for these initiatives.

Alli Witucki announced that training is scheduled for OrgSync. EU is sponsoring a comedian tonight and that events are planned for twice a week next semester.

Mark Schuelke announced that a percentage of sales at Bob Evans will go towards United Way tonight. Fliers were available. Tom DeLuca was well attended with over 1200 in attendance.

Kristin Norton indicated that a hearing will be held on a sexual assault case today and that the case load for academic integrity has increased this semester. It was suggested that Kristin have someone from Academic Affairs assist her with the academic integrity issues. Kristin also is taking a collection for a plant for Ken Plas if anyone is interested in donating.

Linda Telfer announced that Ferris has reached their United Way goal.

Respectfully submitted,

Linda Telfer
Executive Secretary to the
Vice President for Student Affairs