

STUDENT AFFAIRS ADMINISTRATIVE COUNCIL

MINUTES

October 2, 2008

Present: Dan Burcham, Mike Cairns, Matt Chaney, Jo Gerst, Cindy Horn, Kathy Lake, Kristen Norton, Kristen Salomonson, Mark Schuelke, Paul Sullivan, Troy Tissue, Rob Wirt, and Leroy Wright

Good News

The following “Good News” items from Student Affairs will be shared with the President’s Council.

- The Spring term schedule is on-line.
- “Things to Do” poster was distributed.
- “First Ladies Closet” will open October 6 in the Rankin Center in the former computer lab. Modular furniture will be purchased to place the computers in the student lounge area.
- Detroit Public Schools Counselors will be on campus Friday beginning in the Granger Center with a presentation, lunch in Rankin Center, and a presentation by the Biology department.
- Dawg Days will be held this weekend.
- The Veteran’s Breakfast sponsored by the President will be held on November 11 at 7:30 a.m. in the Dome Room.
- The annual Cedar Point bus trip will take place this weekend with two buses secured.
- Dr. Scott Herron is partnering with the GEAR-UP program in Baldwin to do service learning projects concerning ecology. The Baldwin Public Schools are excited about this opportunity as their science scores are low and hopefully this will assist them. Gloria Lukusa-Barnett will be collaborating with Muskegon Public School in Career Exploration.
- Student Conduct reported that the Hall Directors are doing a great job in working with their students and supporting Student Conduct’s philosophy. Kristen and Nancy will be attending the ASJA conference at Saginaw Valley.
- FSU DPS is working closer with the city and county in which Student Conduct is receiving more reports than before. Kristen also spoke to a FSUS class about academic misconduct.

- Career Services has 115 employers registered for the Job Fair next Thursday which is lower than last year. Anyone interested in assisting should contact Carrie Adams. Leroy indicated that students are lined up to use Career Services.
- The new Coordinator of Career Services is Angela Roman who will begin Ferris on October 8.
- Leroy Wright announced that applications for Team Leaders are now being accepted. The Orientation Leader applications will be available mid October. Dr. Burcham asked that the Communication Center be informed of these opportunities.
- The Admissions Office has a new website (meeting graphic standards) with information on where the recruiters are each day. The IPEDS federal report has been submitted; however, the State reports had technical difficulties in submission. The due date has been extended to October 6.
- Two former FBI agents, Steve Romano and Gene Rugala, will be on campus October 6-7. Everyone is invited to the presentations. They will return to campus November 3-4 to develop a Threat Assessment Team and will be placed on a retainer for a year.
- The Student Rec Center will be offering an adult learn to swim program. The WOW program is under way.
- The Financial Aid State and Federal reports are completed and need to be mailed in. Ferris received \$400,000 and only has to return \$500 in Nursing scholarships. We had overspent the work study budget by \$100. We are not allowed to ask for more funds if there is money left from the previous year. According to the Financial Aid regulations, we are in compliance since we offered activities on Constitution Day (activities were offered a whole week).
- Institutional Research and Testing is working on creating a Financial Aid satisfaction survey on the web.
- Interviews are being conducted today for the Traverse City recruiter position. The interviews for the Veteran's position will be conducted tomorrow.
- Birkam Health Center will be conducting a Flu Clinic next Tuesday and Wednesday. The National Depression Screening Day will be held next Friday. Many presentations are being made regarding emergency situations. Collaboration is being done with FSU-GR on training for emergency situations. A chronological list will be developed for this.
- The NCAA Choices Grant is in its third and final year which covers the Social Norming program.

- The AED program is going well with 21 units purchased. Two more units which will be placed in the College of Technology and Technology will purchase two additional units also for their various buildings.

Faculty/Staff Appreciation Lunch

Dan Burcham indicated that the Counseling Center's nomination was already received from another department. The Counseling Center can submit another name if they would like. A final list will be distributed once it is complete.

VP for UA&M Search

Four finalists for the VP for UA&M are being brought to campus. The directors were encouraged to participate.

Higher Learning Commission

Further discussion followed on the criteria for accreditation.

Core Component 1d – The organization's governance and administrative structures promote effective leadership and support collaborative processes that enable the organization to fulfill its mission.

The following structures promote effective leadership and support collaboration processes that enable the organization to fulfill its mission.

- Vice President for Student Affairs talks about and emphasizes intentionality continuously.
- Student Affairs Administrative Council
- Strategic Enrollment Team
- Behavior Review Team
- Threat Assessment Team
- Tailgate Policy
- University Committee on Discipline
- Appeals Board
- Harm Reduction Program

- Social Norming
- Student Conduct staff conducting presentation in academic settings
- Enrollment Blue Ribbon Task Force
- Campus Community Task Force
- Dean of Student Life Newsletter
- Student Affairs departments evaluates its structure and processes and strengthens them as needed.
- Application Review Committee
- Financial Aid Scholarship Committee
- Financial Aid processes and timeframe
- Proposal presented to the Deans' Council on scholarship policies.

Core Component 1e – The organization upholds and protects its integrity.

- Student Affairs information was published about computer theft.
- The activities of the organization are congruent with the Statement of Purpose.
- These organizations that follow ethics and integrity which Ferris has a membership with is:
 - Association of Judicial Affairs
 - National Orientation Directors
 - NACAC – National Association for College Admission Counseling
 - AACRAO – American Association of Collegiate Registrars and Admissions Officers
 - MACRAO – Michigan Association of Collegiate Registrars and Admissions Officers
 - NASFAA – National Association of State Financial Aid Administrators
 - MSFAA – Michigan Student Financial Aid Association
 - NACE – National Association of Colleges and Employers
 - MIRSAs – Michigan Intramural-Recreational Sports Association
 - NIRSA – National Intramural-Recreational Sports Association
 - NACA – National Association of Campus Activities
 - MCC – Michigan Campus Compact
 - NASPA – National Association of Student Personnel Administrators
 - ACHA – American College Health Association
 - AMA – American Medical Association
 - ACPA – American College Personnel Association

- APA – American Psychological Association
- ACA – American Counseling Association
- ASJA – Association of Student Judicial Affairs
- NCAA – National Collegiate Athletic Association
- ACUI – Association of College Unions International
- NIC – North-American Interfraternity Conference
- AFA – Association of Fraternity Advisors
- NACAS – National Association of Campus Auxiliary Services
- US Department of Veterans Affairs
- Board Policies for Admissions Standards and how we apply them to the public.
- Appeal Policy for Admissions
- Michigan Osteopathic Association
- Clery Act Reporting
- Federal Laws
- State Laws
- FERPA – Family Educational Rights and Privacy Act
- HIPPA – Health Insurance Portability and Privacy Act
- Constitution Day
- Frequent Audits
- Licensure
- Safety Report
- Admission of students provided they have ability to benefit.
- Student Affairs structure and processes allow us to insure co-curricular activities.
- Registered Student Organization Handbook
- 30,000 student volunteer hours
- Student Government Finance Division policies and training associated with applying for and awarding funds.
- Veterans’ certifying officer
- Student Code of Community Standards
- Timely response to complaints
- Student Leadership & Activity Advisory Council Approval Board
- Five-Star Registered Student Organization Binders

Criterion Two – Preparing for the Future

Core Component 2a – The organization realistically prepares for a future shaped by multiple societal and economic trends.

- Chicago Initiative – need to develop other markets
- Admissions – a decrease of 13% of high school graduation rates according to WICHE data – need to increase recruitment
- Failure to enroll
- Review of scholarship accepts
- Redefine departments and programs to meet needs – Career Services; combined Health Center and Counseling Center
- FERPA is being revised (notifying parents of violations)
- Electronic communications with potential students and current students
- FSU-GR and outside – environmental change at other campuses
- Endorse Diversity
- Changed name of department to Office of Multicultural Student Services
- Place recruiter in the underrepresented area
- Student Affairs Diversity Committee was created.
- Identify a recruiter in Chicago which adds to diversity
- Detroit Public School Counselors visit to FSU campus
- Electronic records
- Benchmarks for students who have mental health issues which go into a data bank.
- PAVE – judicial action
- Diversity Card Sharks at Student Affairs Retreat; other departments used also.
- New Electronic Testing
- Software to clean up addresses

Respectfully submitted,

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