

## STUDENT AFFAIRS ADMINISTRATIVE COUNCIL

### MINUTES

June 10, 2010

**Present:** Dan Burcham, Mike Cairns, Matt Chaney, Cindy Horn, Kathy Lake, Kirstin Norton, Angie Roman, Kristen Salomonson, Paul Sullivan, Linda Telfer, Troy Tissue, Rob Wirt and Alli Witucki.

**Guests:** Tricia Walding Smith, Megan Bolter, and Officer Bill Saunders.

**Absent:** Mark Schuelke and Leroy Wright.

#### **Flashpoint Video**

Tricia Walding Smith presented the flashpoint video on “Preventing Acts of Violence.” She suggested that all Student Affairs staff be given an opportunity to view this video. This can be arranged by calling x5912 or x5000. Discussion followed on what was in place already, i.e., Behavior Review Team, the Threat Assessment Team, confidential reporting hotline at 591-5900, non-emergency number is 591-5000, and the text tip contact information is [bulldogstexttip@ferris.edu](mailto:bulldogstexttip@ferris.edu).

#### **Org Sync**

Alli Witucki reported that Amber Balmer has developed a four-step promotional plan for OrgSync. Following are some goals that she has set:

- Register 1000 returning students.
- Register 100% of freshmen students.
- Register 750 transfer students.
- Register all RSOs, plus members
- Register 1000 from above list for co-curricular transcript.
- September 13-16 – Awareness Week for OrgSync
- This is also scheduled to be promoted at various events Fall semester.

#### **Evaluations**

Evaluations are due to the Vice President’s office on June 15.

#### **Student Affairs Retreat**

Dan questioned who should be invited to the Student Affairs Retreat scheduled for July 28 and what should be discussed. The directors were asked to think about the above and report back. Below are some suggestions:

- Retention
- Services for other campuses
- Budgets
- Chronicling Retention Efforts
- Dan’s 360
- Reorganization
- Report of who will be doing what
- Student Center/University Center

**Announcements**

Matt Chaney reported that GEAR-UP summer camps will begin next week. He will be attending meetings and working on grants.

Alli Witucki noted that she is working on Bulldog Beginnings, training, and getting ready for orientation.

Troy Tissue reported that he is collaborating with OMSS Office on getting high school transcripts to Ferris for prospective students, working with Michigan Works and Goodwill out of Grand Rapids regarding a grant to Microsoft for training of veterans and spouses of veterans. Troy indicated that Jason Daday is all set for orientation to begin June 14 with 140+ more students than last year.

Mike Cairns announced that Jason Daday is doing a great job. He asked that the directors be thinking about assessment highlights and he is working with Al Williams to come up with a logo for the reaccreditation effort before Al leaves. Sandy Balkema is planning listening forums for Fall semester. Mike also reminded everyone that input is needed on the HLC report.

Cindy Horn reported that they have 60 applicants for the Intramural position already. University Recreation had a breakfast last night to educate staff on policies in a fun fashion. Summer camps are keeping the rec center busy. Cindy attended a risk management meeting with Chris Weber and was informed that she may have a bleacher problem.

Rob Wirt announced that auditors are here this week and are requesting more information this year and that they are also gearing up for orientation also. He reminded Dan that the TIP letter needs to be sent.

Angie Roman thanked everyone who passed information on to possible presenters for her conference.

Kristen Salomonson reported that Enrollment Services will be having many retirements as of June 30 and that the high school vocal music organization is renting space on the first floor of Timme behind the Business Office.

Dan Burcham reminded everyone to provide topics for the retreat.

Respectfully submitted,

Linda Telfer  
Executive Secretary to the  
Vice President for Student Affairs