

# November 27, 2012 Deans Council Meeting Minutes

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**Present:** Matthew Adeyanju, Mindy Baumgartner, Paul Blake, Steve Durst, Fritz Erickson, Don Green, Scott Garrison, Michelle Johnston, Rick Kurtz, Bruce Morgan, Dave Nicol, Bill Potter, Karen Strasser, Robbie Teahen, Kim Wilber, J. K. Yates, Maureen Milzarski

**Guests:** Matt Olovson, Equal Opportunity Director/Staff Attorney; John Urbanick, Chief Technology Officer

## **Equal Opportunity Director**

Fritz Erickson introduced Matt Olovson to everyone present. Matt talked about his previous experience at University of Notre Dame and Central Michigan University and his background in public service law. He also talked about his priorities for EEO and Affirmative Action for the University.

There was discussion about training for search committees on hiring practices as well as improving the online application system and the need to have a different online application for individuals applying for faculty positions versus the application completed by an individual interested in another type of position.

## **Wired and Wireless Network Upgrades**

VP John Urbanick talked about plans for network upgrades. A planning document had been sent to the deans earlier and John asked for feedback. Plans are in the works to upgrade campus wireless systems. Feedback is needed regarding the plan and the proposed schedule. There is also a need to increase the capacity of wireless where one access point could support 15 seats in a classroom. Per suggestions from the Deans' Council, Bishop Hall and the Business Building should be added to the plan. Once the proposal is updated it will be sent to the Deans' Council for review. The deans can then share the documents within their college for their review.

There was a discussion about Ferris WiFi and everyone was reminded to register their devices. Once this is completed, there should be no further need to authenticate every time the Ferris WiFi is accessed. This should be opened up in January 2013.

PC replacement is based on a four year plan. There was a question about where computer labs fit into the plan. Over 2,000 computers exist in labs on campus VDI (virtual desktop infrastructure) is being reviewed. Students can access their specific programs for courses. John noted that some colleges have budgeted for computer replacement in their labs. The College of Business has done some VDI projects working with SKYTAP. HVAC is also using SKYCAP for some of its online courses. This will be an internal pilot to see if we can provide this on our own.

## **Freshmen Persistence by College**

Bill Potter reviewed this report by college and noted that there are some interesting trends, including the idea that a drop in enrollment after the freshman year could be the result of students enrolled in the pre-programs who do not want to pay tuition if they are not guaranteed a seat in their program of choice.

**Over**

Bill talked about the importance of identifying a college contact to conduct studies via Webfocus and noted that this is a beneficial way to review trends in each of the programs and watching for changes in enrollment, student performance, etc. Persistence is an important key to maintaining enrollment.

This data should be shared with department leaders to enable them to review various strategies at the college and program level to help with the retention and success of our students.

Providing additional SLA and academic advising for students is very important to retention efforts. It was also suggested that career placement support for students and graduates could be improved. Another key element for student persistence is working to insure that they become engaged with the University as soon as they begin at Ferris.

### **Reassigned Time Discussion**

A discussion began regarding the different types of reassigned times. There are three major types of reassigned time: support of the University, such as release for the Academic Senate and FFA presidents, as examples. Reassigned time also exists for appointments, such as the coordinator for Social Work or the Debate Coach as examples, as well as academic program coordinators.

### **Position Conversion to Tenure Track**

Fritz Erickson asked for a list of positions that could be converted to a tenure track position. The list should include, for example, multiple part-time part time positions that could be collapsed into one position, and/or full-time temp positions that could be converted to a tenure-track position along costs associated with the conversion(s) by next week if possible.

Action: Feedback due to Fritz Erickson by December 5, 2012

### **One-Time Budget Discussion**

Kim Wilber distributed the Academic Affairs One-Time Funding Needs spreadsheet. Fritz asked for review of the document for additional items that may have been missed in an earlier review, as well as what types of projects we should be involved with and any of those that should not be included. He noted that now is a good time to review projects that have had past support to determine if they should be continued or if new projects should be implemented to replace those that have served their purpose.

Items discussed included digital signage for academic affairs and discussion ensued. Could student printing be funded centrally? Computer turnover – should this process be reviewed to see if it fits the needs of the colleges and faculty and staff? It was noted that one reason computers are replaced after a certain amount of time is that the computer no longer is under warranty.

### **Roundtable**

Bruce Morgan gave an update on the MCO Dean search. An offer has been made to a candidate, and they are waiting to hear back from the candidate.

Roberta Teahen reminded everyone of the NSSE Debrief Session scheduled for December 12, 2012. The data is posted to the Academic Affairs website. She stated the student comments will be sent to the deans prior to the meeting.

Scott Garrison stated they are reviewing their data for journals, etc. and print journal store listing. FLITE also plans to host a published author recognition event March 21, 2013. He asked the deans to send to him the names of their faculty who have published articles or books in the past year so they will be recognized at this event.

Michelle Johnston talked about her visit to Muskegon Community College and also talked about the opportunity we have in recruiting students to transfer to Ferris from MCC.

Bill Potter announced they have hired Peter Bradley as the new Honors Program Director, and he will start at Ferris January 7, 2013.

Bill Potter also stated they have students from Big Rapids High School and Chippewa Hills High School started November 26, 2012 as part of the Woodbridge Promise. Students from Ewart High, Morley Stanwood High and Reed City High Schools will start in January, 2013.

Mindy Baumgartner reminded everyone the grand opening for the Center for Latino Studies is tonight at 7:30 pm in the IRC.

Mindy also reminded the deans of the commencement receptions that will be held December 15, 2012. The first one starts at 9:00 am in the Multi-Purpose Room in the Ewigleben Sports Complex. The first commencement is for the Colleges of Health Professions and Business. The second reception starts at 12:30 pm and this is for the Colleges of Arts and Sciences, Education and Human Services and Engineering Technology. There was discussion about whether there will be a practice or commencement review for the new deans. Mindy will coordinate with Sherry Hayes to get this scheduled.

Matthew Adeyanju reported they have hired a new Director of Student Academic Affairs, Tami Wolverton.

Dr. Adeyanju also reported they plan to have a study abroad to South Africa in August 2013 for Dental Hygiene students.

Rick reported on the results of a survey sent to students and alumni for Arts & Sciences.

Don Green stated that Julie Doyle, Deb Dawson and Lisa VonReichbauer left yesterday for Yasar University in Turkey to work on a potential dual degree program for junior and senior students.

Deb Thalner is preparing a report for the Academic Senate from the E-MAT Committee of their new goals.

Don Green will be at Lansing Community College this afternoon and tomorrow. He was invited to see their presentation of their strategic plan for LCC.

J.K. Yates shared information on her recent meeting with representatives from Makino, one of the major leaders in the manufacturing/machining systems industry, regarding the potential of a donation/consignment that could be over \$1M in equipment.

Mark Tomlinson, the CEO for Society of Manufacturing Engineers will visit campus January 10, 2013. He is a Ferris State University graduate.

Volkswagen recently donated a car, seven transmissions and six engines to the Automotive program. Also Young Supply Company donated \$50,000 worth of equipment for the HVACR programs.

JK was also inducted as an honorary member into the Sigma Lambda Chi the scholastic international honorary society.

A graduate of Ferris State University's Industrial Technology Management program had a cameo in "60 Minutes" show regarding employment issues in the manufacturing industry. JK stated that due to a shortage of trained employees, some manufacturing industries are starting their own training programs, and she believes this is a good opportunity for Ferris.

Early in November, the International Facilities Management Association held its annual World Workplace Conference in Texas. Several Ferris students were honored with awards of excellence. Nick Nequist and Ben Glerum won the "ePoster Competition" with their research on renovating the first floor of the Swan Building. Ben also received the IFMA Foundation Scholarship totaling \$1,500 and this will be used for his trip to Prague, Czech Republic to attend the European Facility Management Conference in May, 2013.

Two Ferris students won awards at the WorldSkills Americas competition in Brazil in November, 2013. College of Engineering students: Kieron Kohlmann won gold in the Auto Mechanics competition and was voted best in nation for the USA; and Ronald Olkoski won bronze in the CNC Turning competition.

Joe Joyce a faculty member in the Industrial Technology and Management program has been awarded the Society of Petroleum was awarded the Society of Petroleum Engineers Star Fellowship award for Eastern North American Region of the United States. As part of this award, the fellowship provides \$10,000 toward tuition and fees that will be applied to his doctoral studies.

She also shared future plans for a sculpture designed by Robert Barnum and to be fabricated by the Welding students to be placed on the Big Rapids campus.

Steve Durst reported that the College of Pharmacy and the Michigan College of Optometry were recognized for eight years of service with their Interprofessional Wellness Clinic by the Michigan Health Council.

Dave Nicol and Matt Adeyanju are both members of the EMAT Committee. Dave talked about a couple items they are discussing at this time. The committee is working on a University policy regarding net etiquette. This policy would apply to faculty, staff and students.

Respectfully submitted by Maureen Milzarski