

**DRAFT**

**Ferris State University  
Academic Senate Meeting  
September 7, 2010**

**West Campus Community Center**

**Minutes**

Action Items	
A.	The Minutes of the two April 27 meetings were approved (Hanna, Nagel).
B.	The report of the Senate Retreat on August 24, 2010 was accepted, with thanks from the Secretary to Senators who had suggested typographical corrections.
C.	President Haneline invited Senators to send him an email message expressing interest in serving on the "Rules" Committee. The Senate was reminded of the action taken at the April meeting to establish the committee with the Senate Secretary as chair and five members, representing five different units of the Senate. Senators in the second year of their term were invited to volunteer for 1-year appointment to the committee; Senators in the first year of their term were invited to volunteer for 2-year appointment. The committee will be appointed from the nominees at the September 22 Senate Executive Committee (SEC) meeting.
D.	President Haneline invited self-nomination by email to him from Senators interested in serving as the Senate representative to the EMAT (E-learning Management Advisory Team). This appointment will be made at the September 22 SEC meeting.
E.	The motion (Heaphy, Nagel) to approve the revised APRC guide dated July 2010 to go into effect fall 2010 passed unanimously.
F.	The motion (Hanna, Berghoef) that a Senate Committee Review Task Force be formed to review the charters, purposes and alignment with University goals of existing Senate committees and to make recommendations for increasing committee efficiency and effectiveness to the Senate at the March 2011 meeting passed unanimously. Members-at-Large of the SEC Maureen Heaphy and Marilyn Skrocki were appointed co-chairs. Senators interested in serving on this committee were invited to contact President Haneline or Administrative Assistant Paula Hadley. The committee will be appointed from those expressing interest by the SEC at the Sept. 22 meeting, with the condition that no college will have more than two representatives.

Attendance: Senators are reminded to initial the Roll Call list as they enter the meeting room.	
Senators present	Abbasabadi, Alspach, Berghoef, Boncher, Brandly, Colley, Compton, Cook, Dakkuri, Daugherty, Drake, Gillespie, Griffin, Hancock, Haneline, Hanna, Heaphy, Jewett, Klatt, Liszewski, Lukusa-Barnett, Luplow, Maike, Marion, McNulty, Nagel, Nash, Skrocki, Sun, Wagenheim
Senators absent with cause	Sanderson, Taylor
Senators absent	Bokina-Lashaway, Isler, Joyce, Prakasam, Rewers, Thapa
Ex Officio and Guests	Eisler, Erickson, Teahen, Flickinger, Cron, E. Haneline, Johnston, McKean, Nicol, Johnson (UCC), Baemer, Caszatt

I.	The meeting was called to order by Senate President Haneline at 10:05 am, after confirmation that a quorum was present.
II.	The minutes of both April 27 meetings were approved, as amended for typographical errors. (Hanna, Nagel)
III.	Pres. Haneline began the Open Forum period by calling for any additions to agenda. There were no additions to the agenda. He asked Senators to hold their remarks to two minutes.

	A.	Sen. Griffin reported on Political Engagement Project (PEP) events scheduled for September. These events include a student-led voter registration drive during the month; celebration of Constitution Week from Sept. 13 through Constitution Day Sept. 17, featuring a student Constitution trivia contest online every day during the week, distributing pocket Constitutions at Bulldog Bonanza on Sept. 15 and in the IRC Connector as long as the copies last on Sept. 16 and 17, a "Teach-in" on Immigration at 7:00 pm on Sept. 16 in BUS 111, preparing for the presentation by West Cosgrove on immigration issues on Sept. 30 at 7:00 pm in BUS 111. He answered the question about voter registration that students could register here through the Secretary of State's office if they lived anywhere in the state of Michigan.
	B.	Leonard Johnson invited Senators to the next open meeting of SPARC at 3:00 in West Campus Community Center on Tuesday, Sept. 14.
	C.	Pres. Haneline reminded Senators of the Open Forum opportunity on the agenda at the end of the Announcements.
IV.	Reports	
	A.	Senate President Haneline expressed gratitude to all present for a productive Retreat. He noted that Senators had been exposed to major items of interest at the University and had enjoyed a good exchange of ideas.
		He reminded Senators that the Senate Executive Committee (SEC) will meet on Sept. 8 and 22 this month and the day following Senate meetings in October, November and December. Senators are encouraged to contribute concerns and suggestions to the SEC. He reminded Senators that the next meeting of the full Senate will be October 8. He hoped that these reminders of the regular pattern of meetings to address the business of the Senate would be useful.
	B.	Senate Vice President Berghoef reported that Committee Appointment preference forms will be posted as soon as the list of all eligible faculty members is received from Human Resources. (That document was posted by Thursday.) He reminded Senators that the SEC will meet on Sept. 22 to review preferences and to make appointments.
		He noted that since the list of part time faculty members has been received, the Senate Elections Committee, chaired by Sen. Sun, will begin the election process for two part time faculty representatives to the Senate.
		He reminded Senators that all senators are required to sit on at least one committee. He encouraged Senators to send their completed preference form and interest statement to the Senate office (Paula Hadley), even if they have voiced interest in an appointment in advance. This material will help SEC decide on appointments where multiple requests exist. Criteria for selection are experience, expertise and enthusiasm, defined as being an engaged, attending, contributing committee member. He noted that the role of senators sitting on these committees either in a faculty-appointed or a Senate-appointed seat is to provide leadership with setting the agenda for the committee, to facilitate meaningful discussion, and to serve as a liaison to the full Senate.
		He reported that this year the Senate's role will also include that of helping to evaluate the functioning and relevance of the various Senate committees. He prepared the Senate for a coming resolution to appoint a Task Force to review and evaluate the role and performance of individual committees and the Senate committee structure as a whole.
		He plans to host a lunch with the incoming committee chairs in October for purposes of orientation and setting committee agendas.
		He plans to work with the University Student Government (USG) to fill the 12 student seats on 6 committees that have student representation. He welcomed Danielle Banner as the USG representative to the Academic Senate.
	C.	Senate Secretary Alspach pointed to the copies of the Senate Retreat report available at the sign-in table, for those requesting hard copy of Senate documents. She asked anyone requesting Senate documents in hard copy to notify Paula Hadley so that those materials can be sent in a timely fashion.

	D.	Kim Hancock, a member of the FerrisConnect 2.0 Learning Management System Committee, brief the Senators on the document included in the Senate packet. She noted that the committee is stepping up the timeline for transitioning to a new software program, because the University's current contract with Blackboard Vista expires in spring.
		There was discussion of options offered, in terms of training and resource needs.
		There was concern expressed about the loss of a 'pilot semester', given the imminent nature of the transition.
		Pres. Haneline advised interested Senators to contact Provost Erickson and Association Provost Teahen about this issue.
V. Committee Reports		
	A.	Associate Provost Don Flickinger reported that the General Education Task Force is gearing up for community Town Hall meetings to discuss the outcome statements for Gen. Ed. The Task Force hopes to find consensus on the outcomes by the end of this year. He encouraged Senators to go to the link on the Academic Affairs website for more information.
		There was discussion about faculty nonparticipation in the Town Hall meetings. It was noted that some faculty members have interest in specific courses, but that the Task Force was not ready to address these course interests until the outcomes have been established.
		There was discussion about concerns that General Education appeared to be the province of only one college, whereas this type of model was not followed at other comparable schools. Flickinger observed that the Task Force is building on the Philosophy statement supported by the Senate last year and moving forward to the goals of making General Education at Ferris "transfer friendly" and providing for student competitiveness for the rest of their lives.
		Pres. Haneline reminded the Senators that the Task Force had been developed as a response to the Academic Program Review Council review of a General Education program that had never been assessed in sixteen years. The review process seems to be moving forward in an appropriate fashion and at an appropriate rate to respond to the APRC assessment.
	B.	Associate Provost Robbie Teahen reported on the materials provided to the Senators about the Higher Learning Commission (HLC) process. She pointed to the handout on the student video contest and handouts provided at the Retreat, and invited Senators to go to the link at the Ferris homepage for more materials as they are developed.
		She noted that a series of Focus Groups are being held across campus and the University community to discuss the HLC report. She observed that the session held at the Senate Retreat was the first of these Focus Groups, and pointed to the comments that were collected from that meeting. As a result of the Senate Focus Group, the HLC Steering Committee is preparing a list of bullet points, both positive and concerning, from the full report. She encouraged Senators to read the Summary, especially the Discussion Guide on p. 26 to prepare for participation in Focus Groups. The product of these Focus Groups will be included as a "Reflections" addendum to the HLC report, since the final report must be submitted by November 1.
		She pointed Senators to the handout "Types of Questions that HLC Site Visitors MAY Ask of Senators". The next Focus Group opportunity for Senators will be Thursday at 11:00 am in the Rankin Center 252. The Focus Group schedule is posted at the HLC link.
		Pres. Haneline reminded Senators that the April 19 Senate meeting will be devoted to meeting with the HLC Site Visit team in the West Campus Community Center. As an experienced HLC Site Team member, he reflected on the challenge presented to this team to collect as many impressions as possible in 72 hours to help them put the thousands of puzzle pieces contained in the report into a picture of the University without the benefit of the 'box'.
	C.	University Curriculum Committee chair Leonard Johnson reported that the UCC will meet every Monday from 12:15 to 1:15 this semester, as necessary.
	D.	Academic Program Review Council chair Matt Wagenheim reported that the first meeting of

		the APRC went well. The next meeting will be Thursday at 7:00 pm. The council still needs an At-Large member, so he welcomed applicants.
VI.	New Business	
	A.	Sec. Alspach outlined the procedure for appointing Senators to the "Rules" Committee that was created at the April 27 meeting. She summarized the history that led to creation of this committee. She reminded the Senators that they had voted to establish the Senate Secretary as the chair and to compose the committee of 5 members, representing 5 different units of the Senate. She invited Senators to express interest in serving on this committee by the Sept. 22 SEC meeting. Senators currently in the second year of their terms will be appointed for a 1-year term; Senators currently in the first year of their terms will be appointed for a 2-year term.
	B.	Pres. Haneline reported that the Senate has been invited to send a representative to the E-learning Management Advisory Team (EMAT). The team meets twice a month during the academic year and monthly during the summer. Interested Senators should notify Pres. Haneline.
	C.	It was moved to approve the revised APRC guide dated July 2010 to go into effect fall 2010. (Heaphy, Nagel)
		There was discussion of need to review programs that had external accreditation agencies. It was noted that the APRC review is designed to intervene sooner for programs in jeopardy and to act as an advocate for program enhancement.
		Pres. Haneline, APRC chair emeritus, reminded the Senate that the manual revisions reflect the continual evolution of University demands on programs to report their effectiveness, for example, the TracDat system. He recommended that APRC take into account the influence of external accrediting bodies on programs
		The question was called; discussion ended; and the motion passed unanimously.
	D.	It was moved that a Senate Committee Review Task Force be formed to review the charters, purposes and alignment with University goals of existing Senate committees and to make recommendations for increasing committee efficiency and effectiveness to the Senate at the March 2011 meeting (Hanna, Berghoef). It was recommended that the Task Force be co-chaired by Members-at-Large Heaphy and Skrocki and include four additional Senators, with no college having more than two representatives, chosen from volunteers by the SEC at the Sept. 22 meeting.
		There was discussion of the need for this Task Force, based on a desire to optimize quality committee work and to reduce duplication and overlap among Senate committees.
		Pres. Haneline noted that appointment to a Senate committee in late September with an annual report due to the Senate by the first April meeting means that committees have only 5 practical meetings, except for the UCC and the APRC. He would like to see more committee involvement in Senate business through regular reporting throughout the year.
		The motion passed unanimously. Senators interested in serving on the Task Force should notify either Pres. Haneline or Paula Hadley before the Sept. 22 meeting of the SEC.
VII.	Announcements	
	A.	University President Eisler reported encouraging statistics about the enrollment for the fall.
		He reported enhancements to the campus facilities, including the East Campus apartments, Michigan College of Optometry and plans for Kendall to work with the Federal Building in Grand Rapids.
		He reported that budget constraints had resulted in a reduction of 115 people at University, which had been managed through attrition and reduction in part time and temporary personnel. He noted that the battle for higher education funding continues in Lansing.
		He encouraged Senators to participate in the events scheduled on Sept. 11 at Taggart Field, including recognition of Ferris veterans and local first responders, the USG barbecue and blues fund-raiser for scholarships, and the first home football game followed by a concert and

		fireworks.
		He fielded questions from the floor.
	1.	Future construction projects would be guided by SPARC's review of current facilities, but likely targets are the Rankin Student Center and Bishop Hall.
	2.	Data will be forthcoming reporting the success of the recruitment effort to expand the "in state" tuition incentive to Great Lakes states.
	B.	Provost Erickson shared his excitement of the start of a new "year". He reiterated the good news of recruitment, retention and increasing preparation of incoming students.
		He repeated his theme for the year, and thanked Senators for the discussion of "student success" at the Senate Retreat.
		He encouraged Senators to continue to look for grant opportunities for projects consistent with the career orientation of the Ferris Mission.
		He reported on the search for an Interim Dean for the College of Pharmacy.
		He fielded questions from the floor.
	1.	He repeated his interest in examining the academic organizational structure of the University during this period of change in leadership in Deans' positions, offering that these interim years give us time to stop and reflect before searching for replacements.
	2.	He responded that the retention and matriculation data reported is consistent with federal guidelines, agreeing that there are different formulae applied to different categories of degree-seeking students.
	C.	Pres. Haneline returned to his introduction at the start of the meeting, referring to his addition of the "endowed chair" which gave him a better opportunity to see Senators seeking recognition.
VIII.	There were no further reports or comments during the Open Forum period.	

The meeting was adjourned at 11:30 am.

Respectfully submitted,

Sandy Alspach  
Secretary

Doug Haneline  
President