

**DRAFT**

**Ferris State University  
Academic Senate Meeting  
February 1, 2011  
West Campus Community Center**

**Minutes**

I.	Action Items	
	A.	The minutes of January 11, 2011 were approved without objection. (Jewett, Joyce)
	B.	Jim Nystrom, chair of the Senate Academic Policy and Standards Committee, proposed that the Senate endorse the Academic Affairs Policy Letter dated January 2010, "Authentication of Student Identity" with recommended changes and after identified concerns are addressed. The motion to endorse passed unanimously (Dakkuri, Sun).
	C.	Jim Nystrom, chair of the Senate Academic Policy and Standards Committee, proposed that the Senate endorse the Academic Affairs Policy Letter dated December 2010, "Student Complaint Policy", with recommended changes and after identified concerns are addressed. (Drake, Luplow). After lengthy discussion, the motion was tabled to the March meeting.
	D.	Jim Nystrom, chair of the Senate Academic Policy and Standards Committee, proposed that the Senate does NOT endorse the Academic Affairs Policy Letter dated January 2011, "Internet Course Listing"; citing numerous concerns raised by the committee, especially the issues of "grandfathering" existing online courses and the timeline for certifying online instructors. The vote on the motion (Nagel, Berghoef) was unanimously in support of this proposal.
	E.	The Senate voted unanimously to accept the recommendation of the University Curriculum Committee to close the Associate in Arts in Nursing degree. (Alspach, Skrocki)
	F.	The Senate voted unanimously to close the Heritage Lecture series. (Berghoef, Marion)

**Attendance**

Senators attending	Alspach, Berghoef, Bokina-Lashaway, Brandly, Colley, Compton, Cook, Dakkuri, Daugherty, Drake, Fox, Gillespie, Haneline, Hanna, Heaphy, Isler, Jewett, Joyce, Klatt, Liszewski, Luplow, Maike, Marion, McNulty, Nagel, Nash, Prakasam, Reynolds, Sanderson, Skrocki, Sun, Taylor, Thapa, Wagenheim
Senators absent with cause	Boncher, Griffin, Lukusa Barnett, Rewers
Senators absent	Abbasabadi
Ex Officio and Guests	Eisler, Erickson, Teahen, Flickinger, Coon, Cron, Hill, McKean, Nicol, L. Johnson (UCC), F. Heck (GETF), D. Balmer (Student Government)

See the Narrative for Reports and Announcements.

**Narrative**

The meeting was called to order at 10:00  
President Haneline announced that a proposal from the University Curriculum Committee was being withdrawn from the agenda.

The Minutes of the January 11, 2011 were approved without objection.

II.	Open Forum	
	A.	Sen. Dakkuri expressed concern that the procedures to conduct a faculty vote to approve the revisions to the Charter did not constitute a secret ballot. Sen. Sun, chair of the Elections Committee, agreed to revise the procedures to separate names from votes during the

		tabulation of results.
	B.	Sen. Lashaway-Bokina invited Senators to participate in the Kappa Delta Pi activity for high school students seeking information about attending college to be held on April 15 in Wink Arena. She encouraged Senators to communicate this opportunity with their constituents and to engage recognized student organizations in their areas.
	C.	Leonard Johnson announced that SPARC (Strategic Planning and Review Council) will meet on Tuesday, Feb. 15 from 3:00 to 5:00 pm in West Campus Community Center to discuss issues in online teaching.
III.		Reports
	A.	President Haneline had no report at this time.
	B.	Vice President Berghoef had no report at this time.
	C.	Secretary Alspach had no report at this time.
IV.		Committee Reports
	A.	Christine Vonder Haar reported on preparations for the Higher Learning Commission visit. She reported that the visiting team has been in direct contact with the Ferris HLC committee and scheduling their visit is in process. The team is scheduled to meet with the Academic Senate on Tuesday, April 19 in the morning. She asked for Senate help in identifying program Advisory Boards and encouraged these people to come to a meeting with the HLC team.
		She reported that the full report is in final editing. A "Reflections" addendum is still in preparation. In March the Ferris HLC committee will be hosting preparation session to educate the campus on what to expect during the HLC Site Visitation team's visit. She asked the Deans to help keep information about this visit "on the radar" in their areas.
		She shared a one-page summary of Section III of the Self Study, the "Institutional Snapshot", which focuses on statistical descriptions of the Ferris student population.
		She encouraged Senators to forward information about any activities in their areas during the April 18-20 visit. These activities will be identified as "showcase activities" for the HLC team. She asked that we NOT cancel normal activities scheduled for this week, especially student activities.
	B.	Leonard Johnson reported the work of the University Curriculum Committee in January and answered questions.
		There was discussion about the proposed Philosophy course in Applied Ethics.
		There was a request to explain abbreviations used in the UCC reports.
	C.	Sen. Heaphy reported for the Task Force reviewing Senate Committees. She announced that the committee will have a proposal for the March meeting. The Executive Committee will receive the proposal by February 14 to review before the March Senate packet is distributed.
	D.	Fred Heck, chair of the General Education Task Force, provided handouts summarizing the Town Hall meetings to date. The Task Force began last year by identifying a General Education Philosophy statement, which has been endorsed by the Senate. During this year, the Task Force has focused on Outcomes: knowledge, skills, personal and social responsibility and integrative learning; as suggested by the LEAP materials on General Education which are followed widely across the country. Each of these four outcome areas have been vetted in Town Hall meetings. The last area will be discussed in the coming week.
		The Task Force will present a draft of General Education Outcomes for the March meeting as a "first reading", welcoming Senate discussion. Then, this piece will be opened to campus-wide discussion before the Senate is asked to vote approval at the first April Senate meeting.
		He encouraged Senate participation in the Town Hall process and welcomed feedback at <a href="mailto:heckf@ferris.edu">heckf@ferris.edu</a> . He answered questions about the next step in the process: identifying how students will accomplish the outcomes. This topic will be the subject of next year's deliberations.

E.	Danielle Balmer reported from Student Government. She announced that February 14-19 has been designated "Snowcoming" week, working in collaboration with Athletics and Entertainment Unlimited.	
	The 10 <sup>th</sup> annual WILL conference will be held on March 15 at the Holiday Inn, in collaboration with You Beautiful Black Woman (YBBW). This conference includes keynote speakers from faculty, staff and alumni as well as break-out discussion sessions.	
	April 9 is the Big Event. Student applications to participate are due March 19. She encouraged Senators to help get the word out that this event is designed to provide service to the entire Big Rapids community, not just the elderly. She responded to a question that students would be sent to projects within a 5 mile radius of the city of Big Rapids.	
F.	Sen. Sun, chair of the Senate Elections Committee, reported that information about open positions and nominations had been distributed. He corrected that the College of Engineering Technology will elect 2 new Senators. Electronic elections will take place March 22 and 23.	
	He responded to a question that the language identifying Non-tenure Instructional Faculty had not been changed, because the Charter revisions to incorporate this language have not been officially approved by the Board of Trustees.	
G.	Don Flickinger responded to questions about the Provost's response to the recommendations from Academic Program Review Council. There was discussion about how data is collected and reported for the review process.	
H.	Helen Woodman and Susan Wancour reported on the deliberations of the Institutional Standards and Policies Committee (ISPC) which have resulted in a recommendation that both the SAI (Student Assessment of Instruction) and the IDEA forms for collecting student feedback about class instruction should be available to faculty.	
	There was lengthy discussion about the implications of this recommendation. Of particular concern was how to encourage student participation in online courses. Interim Dean Hill offered to provide a list of students completing either assessment for online courses prior to the closing of grades for those courses, so that faculty could incorporate incentives into their grading.	
	Provost Erickson said that he is waiting for the committee report. He said that he understood that a single instrument doesn't address the complexity of instruction, but he is looking to see the usefulness of any instrument the faculty member chooses. He expressed a preference for the IDEA form.	
V.	Old Business	
A.	Jim Nystrom, chair of the Senate Academic Policy and Standards Committee, proposed that the Senate endorse the Academic Affairs Policy Letter dated January 2010, "Authentication of Student Identity", with recommended changes and after identified concerns are addressed. The motion to endorse passed unanimously (Dakkuri, Sun).	
B.	Jim Nystrom, chair of the Senate Academic Policy and Standards Committee, proposed that the Senate endorse the Academic Affairs Policy Letter dated December 2010, "Student Complaint Policy", with recommended changes and after identified concerns are addressed. (Drake, Luplow)	
	There was lengthy discussion of the implications of this policy.	
1.	An amendment to specify that the "department representative" should be an "administrative representative" resulted in a motion to table the proposal to the March meeting (Dakkuri, Sun) which passed.	
C.	Jim Nystrom, chair of the Senate Academic Policy and Standards Committee, proposed that the Senate does NOT endorse the Academic Affairs Policy Letter dated January 2011, "Internet Course Listing"; citing numerous concerns raised by the committee, especially the	

		issues of “grandfathering” existing online courses and the timeline for certifying online instructors. The vote on the motion (Nagel, Berghoef) was unanimously in support of this proposal.
	1.	Pres. Haneline reported that on-going discussions among the University Curriculum Committee, the Senate Executive Committee, and the Ferris Faculty Association were continuing.
	2.	Sen. Cook reported that there were two discussion forums in other venues on this issue last week.
		Pres. Haneline said that he hoped that all the policy letters listed on the agenda will be addressed by the Senate at the February Senate meeting. He recognized Jim Nystrom, chair of the Senate Academic Policy and Standards Committee. Prof. Nystrom felt that while the current documents addressed by the Internet Course Listings policy are outdated, the timelines may be too short to implement all policy guidelines by Fall '11.
		There was discussion about the guidelines for certifying online instructors and courses. Nystrom confirmed that at some point all online courses will have to conform to the policy.
		Pres. Haneline asked that the policy under consideration be posted to the Senate website for faculty review.
VI.	New Business	
	A.	The Senate voted unanimously to accept the recommendation of the University Curriculum Committee to close the Associate in Arts in Nursing degree. (Alspach, Skrocki)
	B.	The Senate voted unanimously to close the Heritage Lecture series. (Berghoef, Marion)
VII.	Announcements	
	A.	University President Eisler shared his praise for the Higher Learning Commission report. He announced that the State budget will be released in two weeks. He will make a link to the budget available to the campus community. He said he expected that a recent court decision in Florida that determined that the Health Care Bill was unconstitutional would have impact on all state budgets.
		He announced that he and VP Pilgrim will be releasing a report from the Diversity and the Workforce Task Force soon.
		He reported that the Wellness Task Force was engaged and progressing towards a report.
		He invited Senators to participate in the coming discussions about a new University Center. The “Visioning” group will be hosting meetings to brainstorm what a University Center should provide for the campus community.
	B.	Provost Erickson reported that the Core Review Team had held a Saturday retreat to generate an agenda and timeline for their work. He listed five points of discussion:
	1.	Identifying rumors and distributing the list to the campus
	2.	Meeting the concern for transparency in the review process
	3.	Drafting an outcomes statement
	4.	Disseminating three key questions to the campus community:
	a.	What is working well in the current academic structure of the university?
	b.	What is not working well?
	c.	What proposals have been made or could be made for changes?
	5.	Identifying data sets needed to consider proposals
		He recognized that there are time issues to meet and a desire to create a mechanism for easily accessing information as the Team proceeds.
		He reported that he had met with a grant consultant to help identify where our strengths are in grant writing and winning. He said that it is “remarkable how successful granting is when we make it so difficult.”

		He reported that there are 37 new international students enrolled this spring semester and commended the International Education Center staff.
	1.	He responded to a question that the IEC, supported by commitment from VP/Dean Don Green, is developing programming for assisting students with developing proficiency in English.
	2.	He responded to a question about providing tenure-line faculty for the International program that he is monitoring the growth of this area.
	C.	Pres. Haneline reminded Senators that our next meeting is March 1. He noted that, reviewing the business conducted at this meeting, Senators should anticipate the agenda and come prepared to deliberate. He previewed other items scheduled for the March agenda:
	1.	The APRC will report their recommendations for programs reviewed a semester later than the scheduled program reviews.
	2.	The FFA has requested Senate discussion of work expectations; especially directed at faculty who live outside of the Big Rapids community and never come to the main campus.
	3.	The General Education Task Force will seek Senate input on the Outcomes statements they have been generating.
	4.	The Senate ad hoc Task Force on Senate Committees will be making recommendations.
VII.	Open Forum	
	A.	Sen. Marion offered that an application "Angel" in the Blackboard software would allow faculty to see a student picture with the class list.
The meeting was adjourned at 11:50.		