

DRAFT

**Ferris State University
Academic Senate Meeting
April 5, 2011
West Campus Community Center**

Minutes

I.	Action Items	
	A.	The minutes of March 1, 2011 were approved without objection. (Jewett, Bokina-Lashaway)
	B.	The Senate voted with two abstentions to support the Outcomes Statements for General Education.
	C.	The Senate voted unanimously to revise the Associate Degree in Dental Hygiene . (Alspach, Daugherty)
	D.	The Senate voted unanimously to continue the Business Core (Wagenheim, Nagel).
	E.	The Senate voted unanimously to continue the Associate in Applied Science and the Bachelor of Science in Graphic Design (Wagenheim, Nagel)
	F.	The Senate voted unanimously to continue the Bachelor of Science in Technical and Professional Communication and the Bachelor of Science in Journalism and Technical Writing (Wagenheim, Daugherty)
	G.	The Senate voted unanimously to approve the proposal that Best Practices be followed by all Senate committees, as recommended by the ad hoc Committee on Senate Committees. (Heaphy, Alspach). The responsibility to monitor this recommendation is charged to the Vice President of the Academic Senate.
	H.	Following lengthy debate and a unanimous vote to move the previous question (Jewett, Berghoef), the Senate voted unanimously to recommend that three Senate committees: Institutional Standards and Policies, International Education, and Diversity be restructured to agree with the alignment of Academic Senate committees recommended by the ad hoc Committee on Senate Committees.
	I.	The Senate voted with one abstention to approve the Leadership and Project Management minor (Alspach, Nagel).
	J.	Following lengthy debate, the Senate voted to approve the Internet Course Listing Policy requiring all online instruction to be conducted through the University's course management system (currently FerrisConnect), unless an exception has been made through the Dean of the College (Brandly, Heaphy)
	K.	The Senate voted unanimously to approve the revision of the mission statement for the Senate Diversity Committee (Isler, Lukasa-Barnett)

Attendance

Senators attending	Alspach, Berghoef, Bokina-Lashaway, Boncher, Brandly, Colley, Compton, Cook, Dakkuri, Daugherty, Drake, Fox, Gillespie, Haneline, Hanna, Heaphy, Isler, Jewett, Klatt, Lukasa Barnett, Marion, Nash, Prakasam, Rwers, Reynolds, Sanderson, Skrocki, Sun, Taylor, Thapa, Wagenheim
Senators absent with cause	Griffin, Luplow, Joyce, Liszewski, Maike, McNulty, Nagel
Ex Officio and Guests	Erickson, Teahen, Flickinger, Coon, Johnston, Nicol, L. Johnson (UCC), F. Heck (GETF), D. Balmer (Student Government), C. Quigley, L. Eshbach, M. Stone, J. Rumpf, J. Schmidt,

See the Narrative for Reports and Announcements.

Narrative

The meeting was called to order at 10:00

President Haneline shared regrets from University President Eisler that Eisler could not attend the meeting due to a family emergency.

The Minutes of the March 1, 2011 meeting were approved without objection.

II.	Open Forum	
	A.	Senator Marion requested that agenda items involving visitors be moved earlier in the agenda. Pres. Haneline agreed to discuss the arrangement of the agenda with the Senate Executive Committee at their next meeting.
	B.	Pres. Haneline introduced Bob Loesch (Arts and Sciences, Humanities/Communication) who will serve as Senate Parliamentarian for the remainder of the semester. Dr. Loesch asked Senators to consider him a “non-person” unless there is a Parliamentary inquiry directed to the Chair, in which case Pres. Haneline (or whoever is chairing the meeting at the time) can consult him for advice on a ruling. He thanked the Senate for the opportunity to serve in this capacity.
III.	Reports	
	A.	President Haneline had no report at this time.
	B.	Vice President Berghoef reported that the Senate Diversity Committee would be presenting a proposal to the Senate later in the meeting. He encouraged other Senate Committees to make appropriate proposals to the Senate regarding their committees.
	C.	Secretary Alspach had no report at this time.
IV.	Committee Reports	
	A.	Associate Provost Roberta Teahen reported on preparations for the Higher Learning Commission visit.
		She provided a schedule and the names of the members of the visiting team. She answered that the reference to non-FFA unions meant unions other than the Ferris Faculty Association.
		Pres. Haneline reminded Senators of the one hour Senate meeting scheduled on Tuesday, April 19 to meet with members of the HLC visiting team.
		Co-chair of the HLC Steering Committee Mike Cairns reminded Senators that the schedule is at the discretion of the Visiting Team and asked that we be flexible.
	B.	Leonard Johnson reported that the UCC would be making a proposal later in the meeting. The proposer Lisa Eschbach was present to answer any questions.
		He reminded Senators that new proposals passed by the Senate would go into effect in Spring 2012.
		Johnson and Pres. Haneline responded to an inquiry about relocation of units in Engineering Technology coming through the UCC; that topic would not be a part of the UCC mission.
	C.	Associate Provost Flickinger directed discussion of the status of the General Education Task Force to Chair Fred Heck. Heck noted that the Task Force had made a key move in semantics by considering the General Education component as “University-wide” not just “Campus-wide”.
		Pres. Haneline opened the floor for discussion of the proposed Outcomes Statements.
		A point of order was raised about the appropriateness of conducting business during the Committee Reports portion of the agenda; Parliamentarian Loesch confirmed the appropriateness of motions coming to the body at any time during the meeting.
		The Senate voted, with two abstentions, to support the proposed Outcomes Statements. (Wagenheim, Heaphy)
	D.	Danielle Balmer reported from Student Government.
		She announced that students were gearing up for the Big Event on Saturday, April 9. Almost 1600 students, faculty, staff and alumni have registered to participate. This event promises to produce 8000 hours of community service to 200 residents of the Big Rapids community.

		She announced that the Student Government plans to hold an award gala on Friday, April 15 to recognize leaders and supports of Associated Student Government.
		She announced that elections for the 2011-2012 Student Government would open tonight (April 5) at midnight.
	E.	Sen. Sun, chair of the Senate Elections Committee, thanked administrative assistant to the Senate Paula Hadley for the successful completion of Senate elections for 2011-2012. Pres. Haneline also thanked the Student Government for allowing the Senate to share their server for the electronic balloting. Pres. Haneline congratulated the Senators continuing their service by re-election and thanked those Senators retiring from the Senate, with the comment, "It has been a privilege to work with you on the Academic Senate this year."
	F.	Pres. Haneline asked Senate support to move item 5. F. on the agenda (Conversations with the Senate – Determining Appropriate Course Caps) to later in the meeting to allow Ferris Faculty Association President Jim Rumpf to join the meeting.
V.	Old Business	
	A.	Matt Wagenheim, chair of the Academic Program Review Council, reminded Senators of the request made by three programs to move their reporting to the spring semester; these requests were made under the tenure of Pres. Haneline as chair of the APRC and passed to his successor.
		The Senate voted unanimously to continue the Business Core. (Wagenheim, Nagel)
		The Senate voted unanimously to continue the Associate in Applied Science and Bachelor of Arts degrees in Graphic Design. (Wagenheim, Nagel)
		The Senate voted unanimously to continue the Bachelor of Science degrees in Technical and Professional Communication and Journalism and Technical Writing. (Wagenheim, Daugherty)
	B.	The ad hoc Committee on Senate Committees made two recommendations to the Senate.
		The Senate voted unanimously to authorize the Vice President of the Senate to hold all Senate committees responsible to follow Best Practices, as described by the ad hoc Committee. (Heaphy, Alspach)
		After discussion, centered on concerns about the practices of the Professional Development Committee, leading to a call for the question (Jewett, Berghoef), the Senate voted unanimously to restructure three Senate committees: Institutional Standards and Policies, International Education, and Diversity, as recommended by the ad hoc Committee. (Heaphy, Marion)
		The ad hoc Committee received a round of applause for their diligence in completing their charge.
VI.	New Business	
	A.	With minimal discussion, the Senate voted in support, with one abstention, to accept the recommendation of the University Curriculum Committee to approve the Leadership and Project Management minor championed by Lisa Eschbach . (Alspach, Nagel)
	B.	After lengthy discussion, the Senate voted to approve the Internet Course Listing Policy to require all fully online courses to be managed through the University's course management system (currently FerrisConnect), unless an exception has been made through the Dean of the College. (Brandly, Heaphy). Jim Nystrom, chair of the Institutional Standards and Policies Committee, reminded Senators that the policy would be implemented in Spring 2012. Sen. Jewett commented that the policy would need to take into consideration courses that were required by contractual obligation to run on other platforms. Provost Erickson agreed that he would look for an appropriate mechanism to meet everyone's needs.
	C.	Michelle Stone, chair of the Senate Diversity Committee, received unanimous support from the Senate to revise the mission statement of the committee, in light of the establishment of

		the Office of Diversity and Inclusion, directed by Vice President Pilgrim. (Isler, Lukasa-Barnett)
	D.	Pres. Haneline introduced Jim Rumpf, president of the Ferris Faculty Association, to lead a conversation about the relationship of workloads and course caps. Rumpf observed that “workload” is a bargaining topic; “course caps” are recommended by the University Curriculum Committee. He noted that investigation revealed that course caps approved by the UCC and caps listed by Banner for the registration process don’t always match. He shared that the office of Academic Affairs has agreed to study the discrepancy while the FFA wants to bargain the discrepancies over the UCC recommendation. He asked for direction from the Academic Senate.
		Discussion of the issue treated topics including lack of a mechanism to address caps based on medium of instruction (i.e. face-to-face, blended, or fully online), inconsistency in departmental workload policies, budget constraints versus quality of instruction, and challenges in determining course intent from old documents.
		Provost Erickson asked that we consider a mechanism to change or “evolve” course caps.
		Pres. Haneline reminded Senators that we are the subject matter experts and it is our appropriate role to make recommendations to the Provost.
VII.	Announcements	
	A.	Provost Erickson brought regrets from University President Eisler that he could not attend the meeting due to illness in his family.
		He acknowledged the work of the Steering Committee to prepare the report for the Higher Learning Commission and to prepare for the campus visit.
		He reported that the Core Review Team had established a process for addressing its charge.
	1.	The Team had collected 49 suggestions for changing the academic structure.
	2.	The Deans had presented summaries of their current structures.
	3.	The Team had completed a full day session to analyze this information and draft a recommendation.
		He shared the following elements of the recommendation:
	1.	A commitment to remain close to the existing structure
	2.	Some programmatic movement, but not whole college restructuring
	3.	An effort to create opportunities to merge student services
	4.	An effort to create a mechanism for future development; especially the College of Professional and Technical Studies (CPTS) as an “incubator” for developing programs
	5.	Continued development of online opportunities
	6.	Established of a “transfer center” to facilitate student transfers into the University
	7.	An effort to support grants and academic research
		He acknowledged that this process won’t solve all problems, but he hoped that it would create a structure for future considerations.
		Pres. Haneline (co-chair of the Core Review Team) explained that the plan is to submit the recommendations to all colleges and interested parties after the Spring recess. He hopes to convene a special meeting of the 2011-2012 Academic Senate in May to approve the recommendations. He reported that the minutes of the Team meetings will be posted on a weblink to the Ferris homepage.
		In response to a question, Provost Erickson acknowledged that the recommendation included reducing the number of deans, mentioning specifically University College and College of Professional and Technical Studies.
VII.	Open Forum	
	A.	Sen. Jewett invited Senators to the Senior Projects presentations in the EEET/CNS programs scheduled for April 15 in the auditorium and atrium of the Granger Center.
The meeting was adjourned at 11:40. (Heaphy, Nagel)		

Respectfully submitted,

Sandy Alspach
Secretary

Douglas Haneline
President

April 19, 2011