

July 22, 2020 Deans' Council ZOOM Meeting Minute

Attendance

Bobby Fleischman, David Damari, David Nicol, Steve Durst, Trinity Williams, Leonard Johnson, Steve Reifert, Steve Halco, Jason Bentley, Kim Wilber, Mandy Seiferlein, Mike Staley, Lincoln Gibbs Taking minutes: Robin Hoisington

Welcoming Remarks

Bobby is excited to be joining the Ferris community and welcomed new Dean Mike Staley to the Deans' Council. Council members introduced themselves and gave a brief background of their duties and responsibilities.

Fall Re-Entry During Covid Times

Leonard provided the Deans with an updated list of all courses that have been reassigned to date to larger non-instructional spaces on campus—mainly in FLT and the UC. He thanked Trinity for her invaluable assistance reassigning more than 80 individual courses. He asked the Deans for their help making sure these changes get made in Banner by 5:00 PM Friday, July 24th.

Leonard also asked the Deans to submit the breakdown of how their classes will be offered (hi-flex, online, and face-to-face). He also shared that Sandy Alspach is working with a group of faculty to prepare a Covid-19 Syllabus Attachment for the Fall. In addition, he shared that Tracy Russo is also working with a group of faculty to prepare a Guide for Preparing for Return to Learn in the Fall.

Please submit your plans for how your courses will be taught this Fall (hi-flex, face:face, online).

HLC Updates

Mandy shared updates on the progress of outcomes amnesty and access for Nuventive Improve. A Nuventive Improve permissions form should be available as soon as it can be created; contact Mandy's office if there are any Nuventive questions. She thanked everyone for the work done on the retrospective narratives information; shared that an Assessment Dashboard is in the works; and outlined all of the work that is being accomplished this summer by the University Assessment committee. She also shared that the adjunct evaluation process is being developed to be posted on the Web. Deans discussed some work that has been accomplished in their areas on Adjunct evaluations, and Trinity Williams shared concerns and issues regarding adjuncts that involved a need to review information in a course-shell and observation of a single class. Steve Reifert outlined some help that is available from e-Learning on evaluations regarding adjuncts teaching 100% online.

Mandy discussed a centralized SharePoint location to help support the division and designed to better keep track of information, compliance and resources available.

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Deans Council and Regular 1:1 Meetings with the Provost

Bobby will begin to organize 1:1 meetings with the deans that will include budget discussions as a part of the meetings, and he also asked for the Deans' input and ideas on improving budget processes and FSU system. Bobby will also plan to invite David Pilgrim as a regular member at our Deans' Council meetings and is excited to incorporate discussions on diverse student populations and strategic planning items.

Information Items from the July 22, 2020 President's Council

Bobby will be meeting with some individuals to assist him in preparations for his upcoming presentation to the Board of Trustees in early August. An EAB Session will be scheduled with the President's Council members directly after the August 6th BOT retreat to discuss strategic planning and the next steps on the progress of Ferris' Strategic Plan.

Title IX training for administrators is scheduled early next week and DC members are highly encouraged to attend as their calendars allow. Bobby noted that several Ferris State University policies will be discussed at an upcoming PC meeting and will be shared with the Deans.

University CTO Bhavani Koneru joined the meeting to discuss technology needs that can help support faculty in the planned Fall class re-entry. The number one priority is to identify faculty needs. Bhavani and Steve Reifert have been working to find out what is needed and how the faculty can be helped. Equipment is being ordered to accommodate as many needs as possible, and due to the current situation, it is taking time for equipment to be delivered and inventory to be built up (four to six weeks delivery time). The IT Office is working to identify wireless needs and to order as many wearable mics as possible. Other classroom equipment includes ordering multiple webcams and 360 degree cameras. Steve Reifert outlined a plan to organize a student employee team to help assist faculty members in their classrooms with many types of IT issues. Bhavani will work on issues including mobile units, an equipment demonstration room and work through issues on the mobile MCO mic issue.

Respectfully submitted by Robin Hoisington