

**APR RECOMMENDATIONS 2008-2009**

10/1/09

**Program Specific Recommendations with responses from the Dean and the Provost:**

*Academic Affairs*

**GENERAL RECOMMENDATIONS**

<b>APR General Recommendation</b>	<b>VPAA Response</b>	<b>VPAA's Follow-up Response August 2009</b>	<b>Provost Response</b>
<p>The University needs to develop comprehensive and ongoing equipment replacement and maintenance schedules on behalf of the many academic programs that rely on equipment for instructional purposes. It is true that many programs are successful at securing equipment donations, but these donations do not always occur when they are needed. And a program that relies on equipment for instruction should not be penalized because donations are not available. Any approach should be pro-active and take into account the multiple sources of equipment, including Perkins funds and industry-institution partnerships.</p>	<p>Individual colleges receive budgets that include line items for supply and equipment. In addition colleges are asked to submit prioritized equipment need lists. Each year one-time dollars are allocated for equipment.</p> <p>In times of budget restraint, equipment costs will continue to be a necessary part of program viability.</p>	<p>Given the budgetary limits and the heavy equipment needs of Ferris' applied program, the Office of Academic Affairs will make every effort to fund equipment replacement.</p>	<p>Michigan's budget challenges make equipment replacement increasingly challenging.</p>

<p>In the course of the discussions that accompanied the review of the Theatre Arts minor, it became clear that the fine and performing arts have an enrichment function on the Ferris campus that is not fully captured through reviews of academic programs or even of General Education. The result is that there is no campus-wide platform from which the needs of these enrichment programs can be addressed. Many students participate in their activities, and many people in the Ferris and Big Rapids community attend their performances and exhibitions. <b>APRC recommends that a mechanism be found—through Academic Program Review itself, or through the creation of a task force that comprehensively reviews the needs of the fine and performing arts—to address these needs so that their enrichment activities can meet campus and community needs.</b></p>	<p>Academic Program Review would provide an excellent avenue for such review. However, Academic Affairs believes this review could happen more quickly by creating a task force focused on the review of Ferris' fine and performing arts.</p>	<p>Academic Affairs will develop a plan for a task force to review the University's fine and performing arts.</p>	<p>The goal will be have a task force in place to review the fine and performing arts for Fall 2010 and provide a report to the Provost by the end of Spring semester 2011.</p>
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## General Education

The Council recommended to **Continue the Program**.

Suggestions by the Council included:

APR Recommendation	University General Education Coordinator Response (UGEC)	UGEC's Follow-up Response August 2009	Provost Response
<p><b>Review General Education:</b> APRC concurs with the panel's recommendation that "a task force be formed jointly by the VPAA and the Academic Senate to review the philosophy, outcomes, and course requirements for General Education to recommend changes in Ferris State University's requirements."</p>	<p>Assoc. VPAA Flickinger will respond to this recommendation.</p>	<p>In February of 2009 Guidelines for the General Education Task Force were approved by Senate President Griffin and Associate Provost Don Flickinger. The first meeting of the task force was held April 3, 2009. The task force continues their work with this semester's project being the review of the Ferris General Education philosophy statement.</p>	<p>The Provost supports the work of the General Education Task Force. The collaboration between Academic Affairs, the Senate and the faculty is very impressive.</p>
<p>The Department of Languages and Literature should be asked to work with programs across campus to determine where the writing of graduates falls short of expectations, identify causes of those deficiencies, and work cooperatively to improve student writing.</p>	<p>This was done last year but in the meantime a new department head has been hired and is busy keeping his head above water. I'll come back to it again early next semester.</p>	<p>Response confirmed</p>	<p>The Provost supports the work of the general education coordinator.</p>
<p>The Writing Intensive Committee should be re-energized, consisting of representatives from the Department of Languages</p>	<p>The WIC committee has been re-constituted and met several times last Spring. WIC courses do appear to meet the criteria and writing workshops/training sessions have been offered through FCTL.</p>	<p>Response confirmed</p>	<p>The Provost supports the work of the general education coordinator.</p>

and Literature and faculty who teach WIC courses. The committee should insure that WIC courses meet the criteria for WIC courses, offer training to WIC instructors, share best practices, help programs interested in the WIC option establish effective WIC courses, and promptly review courses for WIC status.			
Courses that primarily serve as requirements for a program and are not specifically directed to serve as General Education courses should remove their General Education status, while allowing similar transfer courses to still count toward General Education.	On hold because all courses will be reviewed before implementation of the revised gen ed program.	Response confirmed	The Provost supports the work of the general education coordinator.
The process for approving courses for General Education status should include an appeals process to the UGEC where a 2/3 vote of all the members of the committee will override the denial by a subcommittee and count as an approval of the course for requested General Education status.	An appeals process has been created and approved by the UGEC.	Response confirmed	This office appreciates the work of the University General Education Committee.
Those who teach General Education courses should be	The CAS routinely reminds all faculty to include gen ed outcomes on their syllabi,	Response confirmed	The Provost supports the work of the general education coordinator.

encouraged to better explain the value of the General Education outcomes their courses meet and the value of their courses for enrolled students.	and a similar note went from me to all department heads this summer in preparation for Fall semester. I'll get another one out soon for next semester.		
Discussions should be conducted across campus on the role of General Education, how General Education could be made more effective, and how faculty advisors can help students select General Education courses that would enrich their educational experience.	This is all part of the campus-wide gen ed review, and the Academic Counselors group has recently offered advising workshops that include advising for Gen Ed.	Response confirmed	The Provost supports the work of the general education coordinator.
A task force, under the direction of UGEC, should clarify the expectations of the university for computer competency. Current wording for this outcome does not clearly identify expectations for graduates.	On hold because the gen ed review process will address this.	Response confirmed	The Provost supports the work of the general education coordinator
The Honors Program should be encouraged to establish a more regular, identified curriculum of Honors courses to minimize the use of experimental courses that seek General Education status.	This will be reviewed when the Honors Program goes through Academic Program Review.	Response confirmed	The Provost supports the work of the general education coordinator
FCTL should be encouraged to provide more workshops	This has not been done.	This suggestion will be taken to FCTL.	The Provost supports the work of the general education coordinator

<p>on reading across the curriculum to provide strategies for faculty to enhance student critical reading skills and develop other General Education skill areas.</p>			
<p>A Lifelong Learning Committee should be reconstituted to create rubrics on collaboration and other lifelong learning skills that can be used across the institution. The committee should also be responsible for determining methods to enhance student critical thinking skills.</p>	<p>On hold because the gen ed review process will address this.</p>	<p>Response confirmed</p>	<p>The Provost supports the work of the general education coordinator</p>

**College of Allied Health Sciences**

**Nuclear Medicine Technology (B.S.)**

The Council recommended to **Continue the Program**. Suggestions by the Council included:

APR Recommendation	Dean's Response	Dean's Follow-up Response August 2009	Provost Response
The program should seek the assistance of the Dean's Office for help in acquiring gamma scintillation cameras for the laboratory.	This recommendation appears to be unnecessary as there has been extensive support for the program's acquisition of cameras for the laboratory. In fact, since the time that the report was completed, a camera has been installed in the on-campus laboratory and another ordered for the laboratory in Grand Rapids.	Remove from consideration. Program has acquired cameras sufficient to meet the needs of both the Big Rapids and Grand Rapids laboratories	The Provost supports the response of the Dean.
APRC concurs with the program faculty's ideas on adding non- ACI members to the advisory board so as to represent the diversity of employment in the field more fully.	This continues to be a goal of the program, however, there has been no programmatic follow-up. The dean's office will strongly urge expansion of the advisory board.	Response confirmed, this remains a priority	The Provost supports the response of the Dean.
The program should develop and administer graduate surveys to increase program effectiveness.	This continues to be a goal of the program, there has been no programmatic follow-up. The dean's office will strongly urge administration of graduate follow-up surveys as a part of the ongoing emphasis on assessment within the college and university.	Surveys developed and administered Summer, 2009	The Provost supports the response of the Dean.

**College of Arts and Sciences**

**Minor in Theatre Arts**

The Council recommended to **Continue the Program with Enhancement.**

The program's status with regard to several of the categories is significantly high, and its less satisfactory status with regard to the other categories could be significantly improved by the allocation of additional resources. Such a program enhancement may involve additional faculty/staff, equipment, or other resources and/or expansion in enrollment.

Suggestions by the Council included:

APR Recommendation	Dean's Response	Dean's Follow-up Response August 2009	Provost Response
Many Ferris faculty and staff have participated in theatre activities. From interested individuals in this group and beyond, the program should create an advisory board to help with issues of publicity, visibility, enrollment, and resources.	We support the recommendation of the APRC to form a theatre advisory board and will ask the Department Head of Humanities to coordinate with the Theatre Director to identify appropriate advisory board members.	Response confirmed	The Provost supports the response of the Dean.
<b>ENHANCEMENT RECOMMENDATION:</b> An interim solution needs to be found to the problem of multiple users of the existing costume shop and set shop.	The William's Auditorium Coordinator is considering possible solutions to the current space issues.	Response confirmed	The Provost supports the response of the Dean.

**Minor in French**

The Council recommended to **Continue the Program.**

Suggestions by the Council included:

<b>APR Recommendation</b>	<b>Dean's Response</b>	<b>Dean's Follow-up Response August 2009</b>	<b>VPAA Response</b>
From interested individuals inside and outside the university, the program should create an advisory board to help with issues of curriculum, publicity, visibility, enrollment, and resources.	We support the recommendation of the APRC to form a French Minor advisory board and will ask the Department Head of Languages and Literature to coordinate with the Program Coordinator to identify appropriate advisory board members.	Response confirmed	The Provost supports the response of the Dean.

**College of Business**

**Professional Golf Management (B.S.)**

The Council recommended to **Continue the Programs with Enhancement**. Suggestions by the Council included:

APR Recommendation	Dean's Response	Dean's Follow-up Response August 2009	Provost Response
The current shared assistant position should become permanently funded as an assistant coordinator position through Academic Affairs. As departmental concerns continue to take more time for both the program coordinator and secretary, an additional staff member is needed to assist with program on a full-time basis.	While appropriate, given programmatic needs, the current economic conditions, in conjunction with staffing turnover at the golf course, render this impractical for the near future.	Response confirmed	The Provost supports the response of the Dean.
The University should assist the program's diversity efforts with scholarship incentives and recruiting funds.	Would welcome funds to entice more diverse enrollment. Recently spent \$1,000 of our funds to help bring a busload of kids from inner-city Detroit to campus under the auspices of the Midnight Golf program.	Response confirmed	The Provost supports the response of the Dean.
A heated practice facility should be purchased to enable faculty and students to practice year round.	Though desirable, current economic conditions make this request impractical. PGM and COET have submitted a grant application for a renovation of current golf car storage area that could include a heated practice area.	Response confirmed	The Provost supports the response of the Dean.

**College of Education and Human Services**

**Career and Technical Education (M.S.)**

The Council recommended to **Continue the Program**. Suggestions by the Council included:

<b>APR Recommendation</b>	<b>Dean's Response</b>	<b>Dean's Follow-up Response August 2009</b>	<b>Provost Response</b>
Because faculty in this program also offer courses for the Curriculum and Instruction master's program, program faculty should take care not to become overcommitted and be unable to sustain program quality.	This program serves CTE personnel and technical instructors in community colleges. Three faculty members are qualified to teach and advise M.S. C.T.E. students. They can teach online and/or face-to-face. At this time, they can sustain the program, and their Ferris responsibilities do cause an over commitment.	Response confirmed	The Provost supports the response of the Dean.

*College of Engineering Technology*

**Computer Networks and Systems (B.S.)**  
**Electrical/Electronics Engineering Technology (B.S.)**  
**Industrial Electronics Technology (A.A.S.)**

The Council recommended to **Continue the Program**. Suggestions by the Council included:

APR Recommendation	Dean's Response	Dean's Follow-up Response August 2009	Provost Response
<p>The program faculty must continue to recruit students for the programs to fill underused capacity. These steps could include hosting career days, using the college recruiter, and developing a plan to educate future students to opportunities in the electronics industry.</p>	<p>I agree with the APR recommendation. In addition to their suggestions, we are developing videos for the web page as well as recruiting videos for parents and industry partners to "get the word out." Our marketing specialist has developed a Face Book link on our home page to interact with our alumni and potential students and he has improved the college website by bringing departmental links to the home page, thus decreasing the number of clicks to find an individual department content. He is also developing relationships with the regional media to get better coverage of the college. We are also participating in the SERV program to recruit veterans which could provide a more diverse student body.</p>	<p>Recruitment remains a top priority.</p>	<p>The Provost supports the response of the Dean.</p>

**Plastics Engineering Technology (B.S.)**  
**Plastics Technology (A.A.S.)**

The Council recommended to **Continue the Program**. Suggestions by the Council included:

APR Recommendation	Dean's Response	Dean's Follow-up Response	Provost Response
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		<b>August 2009</b>	
Working with other programs in the College of Engineering Technology, the programs should develop a model for recruiting more minority students.	The College of Engineering Technology Diversity Committee has been charged with developing strategies to recruit a more diverse student body. In addition, our Women in Technology organization has been traveling to high schools and hosting groups on campus to increase the number of women in our programs. We are working with the North Central Michigan Tech Prep Partnership to develop recruiting strategies that increase awareness of the opportunities for underrepresented groups in our programming. We are also participating in the SERV program to recruit veterans which could provide a more diverse student body.	Response confirmed	The Provost supports the response of the Dean.
APRC concurs with the program faculty's ideas on populating the advisory board and using its expertise more effectively.	I agree.	Response confirmed	The Provost supports the response of the Dean.
The program faculty must continue to recruit students for the programs. These steps could include hosting career days, using the college recruiter, and developing a plan to educate future students to opportunities in the plastics industry.	I agree with the APR recommendation. In addition to their suggestions, we are developing videos for the web page as well as recruiting videos for parents and industry partners to "get the word out." Our marketing specialist has developed a Face Book link on our home page to interact with our alumni and potential students and he has improved the college website by bringing departmental links to the home page, thus decreasing the number of clicks to find an individual department content. He is also developing relationships with the	Response confirmed	The Provost supports the response of the Dean.

	regional media to get better coverage of the college. We are also participating in the SERV program to recruit veterans which could provide a more diverse student body.		
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**Printing and Digital Graphic Imaging Technology (A.A.S.)**

**Printing Management (B.S.)**

**New Media Printing and Publishing (B.S.)**

The Council recommended to **Continue the Program with reporting.**

**THE PROGRAM MUST SUBMIT A REPORT, DUE 1 OCTOBER 2010, THAT FOCUSES ON THE FOLLOWING ISSUES:**

- Results of recruitment efforts.
- Curriculum update results.
- Merger possibilities with other Ferris programs.

Suggestions by the Council included:

<b>APR Recommendation</b>	<b>Dean's Response</b>	<b>Dean's Follow-up Response August 2009</b>	<b>Provost Response</b>
The program faculty must continue to aggressively recruit students for the programs. These steps could include hosting career days, using the college recruiter, and developing a plan to educate future students to opportunities in the printing industry.	I agree with the APR recommendation. In addition to their suggestions, we are developing videos for the web page as well as recruiting videos for parents and industry partners to "get the word out." Our marketing specialist has developed a Face Book link on our home page to interact with our alumni and potential students and he has improved the college website by bringing departmental links to the home page, thus decreasing the number of clicks to find an individual department content. He is also developing relationships with the regional media to get better coverage of the college. We are also participating in the	Response confirmed	The Provost supports the response of the Dean.

	SERV program to recruit veterans which could provide a more diverse student body.		
Program faculty must persevere with the necessary continual updating of the programs' curriculum.	I agree and will continue to support the faculty in this endeavor.	Response confirmed	The Provost supports the response of the Dean.
The programs should explore the possibility of merging with other related programs on campus—e.g., Graphic Design and Television and Digital Media Production.	I agree.	Response confirmed	The Provost supports the response of the Dean.

**Rubber Technology (A.A.S.)**

**Rubber Engineering Technology (B.S.)**

The Council recommended to **Continue the Program with reporting.**

**THE PROGRAM MUST SUBMIT A REPORT, DUE 1 OCTOBER 2010, THAT FOCUSES ON THE FOLLOWING ISSUES:**

- *Do the University and CET want to continue programming in this area?* Programs in this area can be a significant asset to the college and the University. But the University, the College, and the Plastics and Rubber Department need to decide if they want to devote more instructional resources to programming in this area.

- *If it decided that the rubber programs cannot sustain themselves as degree programs, what options are possible to maintain rubber programming of some kind at Ferris?* For example, could the current programs be redirected to a baccalaureate minor?

Suggestions by the Council included:

<b>APR Recommendation</b>	<b>Dean's Response</b>	<b>Dean's Follow-up Response August 2009</b>	<b>Provost Response</b>
The programs' faculty must continue to aggressively recruit students for the programs. These steps could	I agree with the APR recommendation. In addition to their suggestions, we are developing videos for the web page as well as recruiting videos for parents and industry	Response confirmed	The Provost supports the response of the Dean.

include hosting career days, using the college recruiter, and working with alumni and the West Michigan Rubber Group to educate future students and their parents to opportunities in the rubber industry . Enrollment incentives could also include industry- funded scholarships and in-state tuition rate offers for rubber students from contiguous states.	partners to “get the word out.” Our marketing specialist has developed a Face Book link on our home page to interact with our alumni and potential students and he has improved the college website by bringing departmental links to the home page, thus decreasing the number of clicks to find an individual department content. He is also developing relationships with the regional media to get better coverage of the college. We are also participating in the SERV program to recruit veterans which could provide a more diverse student body.		
More instructional resources are needed for the rubber programs. The programs have only one full-time faculty member. Even with the part-time assistance of a plastics faculty member, this is a great burden for one person to sustain in the long run.	The faculty are in the process of making a major revision to the plastics and the rubber programs that should address this issue.	Response confirmed	The Provost supports the response of the Dean.

**Welding Engineering Technology (B.S.)  
Welding Technology (A.A.S.)**

The Council recommended to **Continue the Program**. Suggestions by the Council included:

<b>APR Recommendation</b>	<b>Dean’s Response</b>	<b>Dean’s Follow-up Response August 2009</b>	<b>Provost Response</b>
Working with other programs in the College of Engineering Technology, the programs should develop a model for recruiting more minority	I agree with the APR recommendation. In addition to their suggestions, we are developing videos for the web page as well as recruiting videos for parents and industry partners to “get the word out.” Our	Response confirmed	The Provost supports the response of the Dean.

students.	marketing specialist has developed a Face Book link on our home page to interact with our alumni and potential students and he has improved the college website by bringing departmental links to the home page, thus decreasing the number of clicks to find an individual department content. He is also developing relationships with the regional media to get better coverage of the college. We are also participating in the SERV program to recruit veterans which could provide a more diverse student body.		
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