

**Ferris State University
Academic Senate Meeting
November 4, 2008 – 10:00 a.m.
West Campus Community Center**

- I. **Call to Order:** **President Griffin** called the meeting to order at 10:02 a.m.
- II. **Attendance:**
Officers Present: President Richard Griffin, Vice-President Michael Berghoef, Secretary Lucy Ngoh, Past President Dakkuri
Senators Present: Abbasabadi, Alspach, Beistle, Berghoef, Brandly, Cron, DeKoster, Drake, Goosen, Haneline, Hanna, D., Hanna, H., Hansen, Jewett, Jorsch, Klatt, Kouider, Lashaway-Bokina, Lovsted, Isler, McLean, Nelson, Nagel, Nash, Papo, Purvis, Sanderson, Schmidt, Smith, Sun, Topcu, Weemaes, Wellman
Senators Absent: Ding (excused), Cline (excused), Liszewski (excused), Morcom
Ex-Officio Members Present: President David Eisler, Interim Vice President Academic Affair Daniel Burcham
Ex-Officio Members Absent: Student Government President Amber Balmer
Guests: Don Flickinger, Leonard Johnson, Roberta Teahen, Gary Todd
- III. **Approval of the Minutes – October 7, 2008, minutes, Senator Alspach, with support from Senator Sanderson, moved to approve as written. Motion carried.**
- IV. **Open Forum**

Leonard Johnson, Chair, UCC, encouraged all to get out and vote, and he thanked Senator Jewett for concerns expressed at the last Senate meeting. As a result, the UCC is considering some minor changes on Form B's and Form C's, requiring the initiator of the proposal to date the forms when sent. The complete text of Dr. Johnson's statement is Attachment A of these minutes.

Senator Jewett applauded Dr. Johnson for the quick action taken in resolving the above matter.

Senator Schmidt reiterated Senator Jewett's comments.
- V. **Reports**

President Griffin reminded Senators to vote today.

Vice President Berghoef reported that he met with Deans and Vice Presidents regarding Senate committees. He reminded Senators that any student can sit on a Senate committee. If faculty members are aware of a student wanting to participate in any Senate committee that has vacancies, please have that student contact him or the Senate Office with his/her name. He will be meeting with Committee Chairs later this month, if possible. In response to a question from Dr. Nagel regarding the membership of the Senate Diversity Committee, Dr. Berghoef informed Senators that all memberships for all committees, as well as minutes and other materials are posted on a webpage for each committee. He also reminded Senators on committees to make sure that minutes of meetings are sent to the Senate Office for posting and distribution to committee members.

Secretary Ngoh had no report.

VI. Committee Reports

- A. University Curriculum Committee - Leonard Johnson, UCC Chair**, told Senators that all proposals and all information received about each proposal is posted on the UCC webpage as well as the minutes of each meeting. Dr. Johnson also presented the Senate with a list of action taken since the October Senate meeting (Attachment B).
- B. VPAA Response to 2007-08 Academic Program Review Recommendations – Douglas Haneline, APRC Chair**, reported that the response to recommendations made last academic year have been posted at the Academic Program Review web page. **Senator Hanna** inquired about Academic Program Review reports and their availability on-line. **APRC Chair Haneline** reported that they are not available on-line at this time but that this will become a discussion item with the APRC when time permits. **Senator Jewett** voiced his support for these reports being on-line also. Dr. Eisler will provide Paula with information on how to access very large files.

VII. Old Business**A. On-line Ad Hoc Committee Report – Gary Todd**

Motion by Senator Schmidt, with support from Senator Jewett: to accept the report and recommendations of the On-line ad hoc committee and disband it. Motion carried.

Motion by Senator Schmidt, with support from Senator Haneline, to establish a new and ongoing ad-hoc committee to:

1. Represent the combined academic concerns of the faculty of our institution, *with respect to on-line learning*
2. Serve as one focal point for issues on policies and procedures as related to faculty, *and on-line learning*
3. Serve as liaison in the larger institutional efforts as the institution, its many organizations and departments *regarding on-line learning*, and the Academic Senate develop a cohesive effort to handle such issues, and
4. Remain in existence until such time that it is clear that an organization is set in place that addresses all *on-line learning* matters related to institution, administration, students, and faculty. The committee should provide a summary report to the Senate (oral or written) on a bimonthly basis highlighting their work with an annual report to be delivered at the August Senate Retreat. The continuation of the committee and acceptance of its annual report will be handled as a part of old business at the first meeting of the Senate each September until such time that the committee is dissolved.
5. Committee membership should follow charter requirements for committee membership. The members of this ad-hoc committee need not be Senators as this is not a standing Senate committee. However, *the majority of the* members of this committee *should* have on-line teaching experience. The chair of this committee should be a Senate member to facilitate an active engagement with the Senate as may be necessary on a monthly basis.

6. The committee and its members should encourage input from the faculty and students (perhaps through a Student Government representative) to address issues revealed by the previous ad-hoc committee where possible, as well as any new issues identified, or direct these issues to the appropriate previously-established committees or task forces.

Senator Haneline offered the friendly amendment to name the committee RELIC, friendly amendment not accepted. **Senator Thapa** voiced his opinion that this issue should fall under the Academic Policy and Standards Committee. **Senator Haneline** offered a friendly amendment to name the committee the Ad Hoc E Learning Liasion Committee (AHELLC). Friendly amendment accepted. **Senator Hanna** offered the friendly amendment to strike the third (3rd) sentence from item 5. Friendly amendment denied, as the maker stated it is very difficult to discuss on-line issues if one does not teach on line and is not familiar with the issues surrounding on line teaching. Following a lengthy discussion, **Senator Papo** call the question, question carried, main motion carried.

- B. **University Curriculum Report of 10/17/08 – Motion by Senator Jewett, with support from Senator Hanna**, to accept the report. Show of hand vote: 15 yeas, 12 nays. Motion carried. **Senator Jewett** provided background information regarding this issue. No Form B's were sent to affected departments, and the change will take place without the proper procedures being followed. **Assistant Vice President Flickinger** assured the Senate that this issue was discussed at length at Dean's Council, as well as coordinators and department chairs prior to his signature. **UCC Chair Johnson** stated that the committee did not act in error but rather accepted **VP Flickinger's** offer to take the issue to the Dean's and Department Heads. **Senator Haneline**, Language and Literature Department stated that the change would affect approximately four (4) students per semester.

VIII. New Business

- A. **Closure of BALD-Tacom Program - Leonard Johnson, UCC Chair**
Motion by Senator Haneline, with support from Senator Isler, to approve the closure of the program. **Senator William Smith, Business**, told Senators that the audience for this program went away and that this program cannot be moved to another school. President Griffin called the question, question carried. Main motion carried.
- B. **Resolution – Senate Representation on FLITE Dean Search Committee**
Senator Jorsch, with support from Senator Nagel, moved that the Vice President for Academic Affairs is requested to appoint a member of the Library/Historical/ Archival Advisory Committee to the Library Dean Search Committee. This member will represent the Academic Senate and be selected by the committee. **President Griffin** called the question, question carried, main motion carried.

IX. Announcements

Senator Schmidt distributed a survey to Senators, asking what university, college, department and other committees Senators participate in.

President Eisler reported that meetings with colleges regarding guidelines for the FFA and FSU are going nicely. He also stated that there will be a series of meetings regarding the revision of the Campus Master Plan with the architect, Student Government and three (3)

open sessions. Dr. Eisler is hopeful that this proposal will go to the Board in March 09 for its approval. The Board of Trustees meet Friday, Nov. 7, in Grand Rapids when they may accept the Strategic Plan for the University. The University Gala is also that evening in Grand Rapids. Four candidates were interviewed for the position of Vice President for Advancement and Marketing. An offer will be made this week to one of the candidates. Ten (10) airport interviews will be held for the Vice President of Administration and Finance. The Provost search candidates will most likely be on campus in late January or early February, 2009. **Dr. Eisler** feels that the state is headed into some very difficult financial times as he expects the deficit to be much larger than originally projected. In preparation for the budget situation, he asked Vice Presidents to hold back 1% of their budgets. Dr. Eisler thanked Senators for their work this semester and reminded them that SPARC meets at 3 p.m.

Interim Vice President Burcham told Senators that his division (Student Affairs) is working on developing new markets to protect our enrollment and asked Senators to forward suggestions to him. He reported that the Higher Learning Commission Study is moving along well and he thanked Senators for their work in establishing a new committee to study on-line issues and for the advice on the search committee membership for the Dean of FLITE.

President Griffin reminded Senators to send items to any E-board member for discussion at Senate Executive Committee meetings and urged all to go vote if they had not done so already.

- X. **Open Forum - Senator Purvis** reminded Senators that the APRC meeting is on Nov. 18, at 6 pm in this building.

- XI. **Adjournment - Motion to adjourn at 11:53 a.m.**

Lucy Ngoh, Secretary

Richard Griffin, President