

**President's Council
Meeting Summary
November 20, 2013
9:00 a.m., CSS 301C**

Attendance:

Armstrong, Davison-Wilson, Eisler, Blake for Erickson, Flickinger, Green, Kamptner, Pilgrim, Postema, Rosen and Scoby

Agenda:

- The summary from the October 2, 2013 PC meeting was approved for posting.
- Board of Trustees
Guest: Karen Huisman
Council discussed agenda items and itinerary for the Board of Trustees December committee meetings.
- Curriculum Approvals
Associate Provost Blake presented six Preliminary Curriculum Approval Forms (BS in Public Health, Master of Public Health, Minor in Lean Healthcare, certificate in Cancer Information Management, BS in Sports Communication, and BS Mechatronic Systems Engineering Technology/AAS Mechatronic Systems Technology/ Certificate in Mechatronics Technician/Certificate of Mechatronics Fundamentals) for Ferris and President Rosen shared one PCAF (MA and graduate certificate in Visual and Critical Studies) for Kendall. Council members support moving the degrees forward.
- Ferris Foundation Gala Update
VP Armstrong reported on the increased proceeds of the 2013 Ferris Foundation Gala and asked Council members to hold October 24, 2014 at DeVos Place in Grand Rapids for next year's event.
- Administrative Evaluation Form
VP Scoby distributed the recommended executive summary and forms template from the Administrative Performance Evaluation Task Force. The intent is for these forms to be used for the spring 2014 evaluation period. With minor edits, Council approved the forms and thanked the committee for their work.
- Microsoft Office 365 Migration Options
VP Scoby initiated discussion regarding the migration options from Lotus Notes to Microsoft Office 365. He explained the strategy, training and timing. Council members supported option 3 based on the understanding that faculty and staff do not need to be at their computer at the time of migration.
- Reconciliation of Inconsistency between Small Capital Projects Process and Capital Projects Policy
VP Scoby presented the Small Capital Projects Process and the Capital Project Policy. It is important to reconcile these procedures to reduce confusion. The Small Capital range will be changed to \$2,500 - \$149,999. Capital Projects will start at \$150,000.

- Personal Use of University Equipment Business Policy
VP Scoby distributed an updated version of the Personal Use of University Equipment business policy. Council members recommended that this policy focus on actual equipment as opposed to technology.
- Honorary Doctorate Nominations
Council members reviewed four candidate nominations; additional names will be discussed at the December meeting when a decision to move names forward to the Board of Trustees will be made.
- Holiday Receptions
President Eisler reminded Council members of the upcoming Mecosta County Chamber of Commerce dinner on December 6, the Holiday Reception at his home on December 7, the Employee Reception on the 10th, and the Donor Receptions on 11th (in Grand Rapids) and 12th (in Big Rapids); all Council members are welcome to attend any or all of the receptions. Commission for the Future meetings are scheduled for January 28 (in Grand Rapids), 29 (in Lansing), 30 (in Big Rapids); all Council members are welcome to attend any or all of the meetings.
- Round Robin
 - VP Pilgrim reported on progress of the Academic Achievement group.
 - President Rosen is very pleased at the positive relationship with Pamella DeVos and others in the fashion industry since the naming event. The Pulso exhibit has been extraordinary.
 - VP Flickinger distributed the spring registration and fall scholarship offer data.
 - VP Davison-Wilson announced that Kendall is working to make the building hours more assessable to the arts students to work on projects, especially as they draw closer to the end of the semester.
 - VP Scoby announced that a new softball head coach has been hired. He distributed notes from a brainstorming session on creating more robust activity on campus in the summer; please review and send comments to him.
 - VP Green enjoyed the creative economy summit, and while in Turkey he worked to expand relationships and build new partnerships. He shared that several community colleges are interested in opening Ferris offices to expand services to students, and he reported on the Maritime BS program at Northern Michigan.
 - VP Armstrong reported that an Associate Vice President for Advancement has been hired and will start Jan. 6.
 - President Eisler reviewed upcoming events, reported on a recent conference, and announced that he will be adding a half day PC meeting in early January.

Next meeting dates:

PC December 4, 8:00-11:00am, CSS 301C

Meeting adjourned 10:20 a.m.

Submitted by Elaine R. Kamptner