

**From:** [University Wide Notices](#)  
**To:** [University Wide Notices](#)  
**Subject:** University-Wide Notices for 5/3/19  
**Date:** Friday, May 3, 2019 4:30:15 PM  
**Attachments:** [image003.png](#)

---

## University Wide Notices

Here is a list of today's notices:

- [All 2018-2019 Checksheets Now Meet Accessibility Standards](#)
- [DEGREE PROGRAMS COMBINING](#)
- [Volunteer Opportunity - Gus Macker 3 on 3 Basketball in Big Rapids](#)

To view our University Wide Notice (UWN) Procedures, please click [here](#).

---

## All 2018-2019 Checksheets Now Meet Accessibility Standards

All 2018-2019 Checksheets Now Meet Accessibility Standards

Ferris has a mandate from the Office of Civil Rights regarding a lack of compliance with content on the Ferris Website being accessible. The MyDegree team spent the last 10 months researching the accessibility requirements, designing a checksheet template that would comply with the various laws regarding accessible content, and then creating the approximately 347 accessible checksheets.

We are happy to announce as of May 1, 2019 all the 2018-2019 checksheets in the Academic Affairs Checksheet Repository are now accessible and in compliance. The look and feel of the checksheet is different than previous checksheets. The changes were made with great deliberation and conversation, but in the end, decisions were always made to make sure the checksheet can accommodate someone using a screen reader to understand the information on a checksheet.

A lot of work went into the process and we would like to thank the MyDegree team and the MyDegree Advisory Board for their hard work towards this effort.

### **Checksheet Repository FAQ**

**Question1:** What is the Academic Affairs Checksheet Repository?

**Answer1:** It is a database housing all official watermarked checksheets for the entire University. When in the Ferris catalog, the link called "Required Courses" will bring up the official checksheet from the repository. Colleges should not be using a checksheet for any reason that does not come from the Academic Affairs Checksheet Repository.

**Question2:** How do you get to the Academic Affairs Checksheet Repository?

**Answer2:** Login to MyFSU; go to the Faculty/Advisor tab; all the way to the right in the row of icons is an icon "FSU Curriculum" ; once in the FSU Curriculum area, there is a list of links on the left with the third link down being a link to the Checksheet Repository; then on the right click the title "Checksheet Repository" to go into the repository. There you can find a particular checksheet using the search feature.

**Question3:** When was the Academic Affairs Checksheet Repository created?

**Answer3:** The repository was created in 2016.

**Question4:** What academic years of checksheets are stored in the Academic Affairs Checksheet Repository?

**Answer4:** In 2016 when the University decided to go through the checksheet alignment process, it was decided the repository would house all checksheets starting with the 2012-2013 academic year. However, for Kendall College of Art and Design they only have the 2017-2018 checksheets in the repository.

**Question5:** What should someone do if they find an error on a checksheet in the Academic Affairs Checksheet Repository?

**Answer5:** They should contact their MyDegree liaison. For a list of liaisons, see the [MyDegree Website](#) "Contact Us" page or contact [mydegree@ferris.edu](mailto:mydegree@ferris.edu).

**Question6:** What is the harm in having an electronic copy of an official checksheet stored locally and using that file to conduct

business?

**Answer6:** If the college finds an error on a checksheet, the error will be corrected and a new version of the checksheet will be placed in the repository. If someone has a local copy of the file they will not know it has been changed and will perpetuate the error. Every time someone needs a copy of a checksheet, they should go to the repository and get a new copy of the file.

[Back to top](#)

---

## DEGREE PROGRAMS COMBINING

### **TWO LONG STANDING FSU AAS DEGREE PROGRAMS BEING COMBINED**

After many years of successfully providing highly-employable graduates to a variety of manufacturing industries, the College of Engineering Technology's CAD Drafting and Tool Design (CTD) and Manufacturing Tooling Technology (MFGT) Associate in Applied Science (AAS) programs are being integrated into a new single-degree pathway, with primary courses beginning in Fall 2020. This new degree will be offered in the newly-renovated Swan Center for Advanced Manufacturing and Welding Excellence and will benefit from the new equipment and expanded laboratory areas. These new facilities allow CET to offer new courses involving both tooling design and fabrication.

During a one-year transition, all prospective Fall 2019 students who request admission into the CTD or MFGT degrees can choose to be placed into a single cohort in the School of Design and Manufacturing. A Fall 2019-to-Spring 2020 schedule that encompasses the foundation of the new degree will be provided to the students so that they will not lose any time to their AAS degree completion during the transition. Additionally, courses for the 2019-20 academic year are foundational and intentionally selected to allow students in the transition cohort an opportunity to transfer seamlessly into similar Ferris College of Engineering Technology programs should the new degree not match their desired career path. The transferrable degree options include Mechanical, Manufacturing, Plastics and Product Design Engineering Technologies.

For more information:

Mark Dunneback

Director, School of Design and Manufacturing  
(231) 591-2955

[Back to top](#)

---

## Volunteer Opportunity - Gus Macker 3 on 3 Basketball in Big Rapids



The Big Rapids Gus Macker Committee is looking for volunteers for scorekeeping at the 3 on 3 Tournament the weekend of May 18 and 19<sup>th</sup>. The volunteers would sit at the table at a court and flip scores. There will be 15-20 courts in down town Big Rapids. Games begin at 8:30 am both Saturday and Sunday and could go through to about 6 pm each day (may finish earlier on Sunday). Depending on how many people volunteer, shifts could be all day or portions of the day.

Community, Ferris students and employees are all encouraged to volunteer. If interested, please contact Jessica Haist at [jhaist@brps.org](mailto:jhaist@brps.org) by **MAY 8** with the shift you are available:

Saturday 8:00-1:00

Saturday 1:00-6:00

Sunday 8:00-1:00

Sunday 1:00-6:00

***Michele "Mickey" Albright, MS-CTE, BS-HRM, GCDF***

Pronouns: she/her/hers

Center for Leadership, Activities and Career Services  
Career & Volunteer Centers

