

**Ferris State University
Academic Senate Meeting
December 7, 2010
West Campus Community Center**

Minutes

President Haneline called the meeting to order at 10:05 am.

I.	Action Items	
	A.	The Minutes of the meetings on November 2 (Joyce, Sun) and November 16, 2010 (Nagel, Heaphy) were approved as corrected for typographic errors and accurate reporting of attendance.
	B.	The recommendations of the Senate "Rules" Committee to revise the Charter as noted below were approved.
	1.	Article III – Representation; Section 1, C.
		"Part-Time" replaced with "Non-Tenure Track"; and throughout the document, this terminology will refer to Non-Board appointed instructional faculty. (Alspach, Isler)
	2.	Article IV – Nominations, Elections, and Referenda
	a.	Section 1. "the representative units" replaced with "all representative units, except Non-Tenure Track Instructional Faculty". (Alspach, Rewers)
	b.	Section 2. "second" replaced with "first" regular meeting. Style clarification to read "...and one (1) of these Senators shall be appointed to chair the Election Committee." (Alspach, Hanna)
	c.	Create new Section 3. "The Election Committee shall conduct an election of two representatives from the Non-Tenure Track Instructional Faculty during the month of September. This election process shall be completed so that the newly-elected Senators can attend the regular meeting of the Senate in October." (Alspach, Griffin; one "no" vote)
	d.	Renumber Section 3 to Section 4 and insert as follows: "...elected from each unit, except the Non-Tenure Track Instructional Faculty unit..." (Alspach, Isler)
	e.	Renumber Section 4 to Section 5.
	f.	Renumber Section 5 to Section 6.
	g.	Renumber Section 6 to Section 7; and revise as follows: "Members of the ten representative units, except the Non-Tenure Track Instructional Faculty unit, wishing..." (Alspach, Isler)
	h.	Renumber Section 7 to Section 8. After much discussion, the recommendation to remove the word "secret" from the section was rejected.
	i.	Renumber Section 8 to Section 9.
	j.	Renumber Section 9 to Section 10; and revise as follows: "Senators, except Non-Tenure Track Instructional Faculty Senators, shall be elected for a term of two (2) years; elections for one (1) year terms may be held at the discretion of the Election Committee for the purpose of balancing terms. Non-Tenure Track Instructional Faculty Senators shall be elected annually, as described in Article IV, Section 3." (Alspach, Isler)
	k.	Renumber Section 10 to Section 11; and revise as follows: strike the sentence "No candidates in the second election shall be other than those properly nominated for the initial election; and replace it with "Only candidates nominated for the first election may be included on the ballot in the second election." (Alspach, Isler)
	l.	Renumber Section 11 to Section 12.
	m.	Renumber Section 12 to Section 13.
	3.	Article VIII – Organization and Procedure; Section 4
		Revise the second sentence to read "In the event of a tie for the third member, there will be a re-vote of the tied candidates." (Alspach, Marion)

	Sec. Alspach asked that these recommendations for Charter revision be presented to the full Faculty for approval so that they can be added to the agenda for the Board of Trustees at their next regularly scheduled meeting. She asked Election Committee Chair Sun to work with Administrative Assistant Hadley to conduct this referendum in January.
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Narrative

II.	Open Forum	
	A.	Leonard Johnson invited Senators to the meeting of SPARC on December 9 at 3:00 pm in West Campus Community Center. The topic of discussion will be “student engagement”.
	B.	Student Government representative Danielle Balmer reported that the Holiday Food Drive will end Friday, Dec. 10, with all donations going to Project Starburst. She wished “love” to students as they prepare for and complete final exams.
	C.	Sen. Jewett reminded the Senate that this date marks the 69 th anniversary of the attack on Pearl Harbor.

III.	Officer Reports	
	A.	Pres. Haneline reminded the Senate of the special meeting on December 14 with Provost Erickson. He thanked the Provost for providing dinner at the Rock before the meeting.
	B.	Vice Pres. Berghoef reported that the second call for committee assignments produced quite a few additional volunteers, many of whom took open seats in their respective areas or in at-large areas, and a few (6) were placed “out of college” on committees that were substantially short of members: 2 each from BUS, ASC and AHS. He announced that we are at about 86% overall of the 178 committee seats we are responsible to fill. He noted that, since committees were near the middle of their work for the year, few additional appointments are likely. He looks forward to the report of the Ad Hoc Task Force on Senate Committees so that the Senate can consider their initial findings.
	C.	Sec. Alspach thanked Senators who had caught typographical errors in the draft of the Minutes from the November meetings. She encouraged Senators to bring substantial errors to the Senate’s attention so that they can be corrected. She thanked the members of the “Rules” Committee for their attention to the charge for this year: to clarify the position of Non-Tenure Instructional Faculty on the Senate and to remedy concerns about the Election process which had been generated by the Senate at the first meeting in April 2009. Specifically, she thanked two-year Committee member David Marion, one-plus-one Committee member Bernadette Fox, one-year Committee members Melinda Isler and Keith Jewett, and invited member Carol Rewers, who chaired the Charter Revision Committee last year. She recommended adding election of two-year positions on the “Rules” Committee to the September Senate meeting, noting that the recommendations of the “Rules” Committee need to be approved by the Faculty before they are sent to the Board of Trustees. This process gives the “Rules” Committee a tacit timetable for recommendations for Charter revisions to be presented at the December Senate meeting.

IV.	Committee Reports	
	A.	Dr. Daniel Burcham, Vice President for Student Affairs, reported that he has met with a number of Senators (Alspach, Haneline, Nagel and Wagenheim) and Gen. Ed. Task Force Chair Fred Heck to discuss ways to give credit for work students do outside of the classroom. He had previously provided a report for Senate review, which asked Senators to consider four key questions.
	1.	He pointed to the two focus events for student engagement unique to Ferris: the Career

		and Leadership Conference initiated this fall and the Big Event in the spring. He reported that parents recognize activities and service opportunities as recruiting efforts Ferris is known for.
		He described the “co-curricular transcript”, an application of the OrgSync software that captures and records Academic Service Learning and Political Engagement Project activities, as well as other student participation. In answer to a question, he offered that internships, awards, and student participation in grants and research projects could also be reported in this application as a way to list discrete things students have learned “on the job”. He responded to several suggestions from the Senators for additional items to be captured in the “co-curricular transcript”, including relevant work study or other University employment, attendance at presentations with an academic focus, membership on Senate committees and publications. [See OrgSync description and sample co-curricular transcript]
	2.	He asked how Registered Student Organizations might assist the learning process within the class. Senators volunteered examples of RSO groups visiting classes like FSUS 100, RSO groups supported by academic programs like the MCO “Private Practice Club”, and RSO interaction with events sponsored by interest groups like the Political Engagement Project.
	3.	He asked how to be intentional and purposeful in offering student activities to enhance overall student learning. Senators suggested that opportunities existed for students that aren’t being developed, like making and marketing products (merging Engineering Technology projects with Business); or coordinated to their potential, like the MCO “Private Practice Group”. Discussion centered on becoming better at giving students “language” to articulate these experiences.
	4.	He asked how to use all of these initiatives to recruit and retain students. Senators offered suggestions; generally that activities need to be mandated in syllabi, course requirements and/or outcomes on the academic side, and that activities need to be verified for both instructors and employers on the activities side.
	B.	Assoc. VP Roberta Teahen reported on behalf of the Higher Learning Commission Committee.
		She reported on the Filmfest held November 22 to judge student video submissions and shared the first and second place winners with the Senate. She promised to share the third place entry at the January Senate meeting.
		She shared the slide show of activities associated with the HLC site visit in April.
		She provided a handout Synopsis of 2010 NSSE Seniors Data and invited Senators to examine the Academic Affairs newsletter charts comparing Ferris seniors with peers.
	C.	Chair Leonard Johnson reported on behalf of the University Curriculum Committee. He provided a handout of all actions taken by the UCC in the last month. He noted that there was no action during the month that requires Senate approval.
	D.	Senator and Co-chair Heaphy thanked the Task Force reviewing Senate Committees. She reported that this Ad Hoc Committee is on track to make a report to the Senate at the March meeting.
	E.	Assoc. Provost Don Flickinger reported for the General Education Task Force. He provided a handout “Possible Gen Ed Student Learning Outcomes: First Draft to Campus” (October 2010). He invited Senators to attend either Townhall session to discuss the Skills component of General Education: Tuesday, Dec. 14 from 1:30 to 3:00 pm or Wednesday, Dec. 15 from 10:00-11:30 am in Rankin Center 125/127. He thanked Senators for their involvement in the previous Townhall sessions on the Knowledge component, especially since the second session was held on a Friday at 3:00 pm.
	1.	Responding to a question about student involvement in these discussions, he reported that he will meet with Student Government in January. Pres. Haneline confirmed that he,

		Leonard Johnson and Fred Heck met with Student Government last Tuesday (Nov. 30).
F.		Sen. Tom Liszewski introduced the "Connect the Dots" project developed by the Behavior Review Team (see handout). Assoc. VP Mike Cairns led discussion of this project, which was presented recently at a conference. Essentially the project seeks to establish a process for identifying threatening behaviors that pose a risk to campus security. As the project evolves, faculty will be invited to participate in training workshops on the appropriate steps to take in cases where campus security could be compromised. At present, the Behavior Review Team has an immediate response protocol. Faculty are encouraged to contact Public Safety as a first step in cases of threatening student, faculty or staff behavior; or to contact their Department Head/Chair or Human Resources in cases of faculty or staff behavior irregularities.
G.		Todd Stanislav, Director of the Faculty Center for Teaching and Learning, presented a summary of Welcome Back Week activities 2006-2010, and led discussion seeking ideas for themes and/or guest speakers for 2011. He affirmed that the Faculty Center wants to make offerings useful to faculty, and he invited Senators to send their ideas to him.
H.		Sec. Alspach reported that the Standing Charter and Procedures Review Committee, i.e. the "Rules" Committee, will request Senate support of several changes to the Charter regarding representation and elections during New Business.

Attendance (Roll Call)	
Senators present	Abbasabadi, Alspach, Berghoef, Lashaway-Bokina, Boncher, Brandly, Colley, Compton, Cook, Dakkuri, Drake, Fox, Gillespie, Griffin, Haneline, Hanna, Heaphy, Isler, Jewett, Joyce, Klatt, Liszewski, Luplow, Maike, Marion, Nagel, Nash, Rewers, Reynolds, Sanderson, Skrocki, Sun, Taylor, Wagenheim
Senators absent with cause	Lukusa-Barnett, Thapa, McNulty, Prakasam
Senators absent	Daugherty,
Ex Officio and Guests	Teahen, Burcham, Cairns, Coon, Eisler, Erickson, Flickinger, Cron, Hill, Johnston, McKean, Nicol; Leonard Johnson, Danielle Balmer, Carol Quigley, Shikara Watkins, Todd Stanislav

V.	New Business: See Action Items (I)
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VI.	Administrative Reports	
A.		University President Eisler reported that construction of the new Michigan College of Optometry is on track. He was pleased to share that the "lame duck" session of the Legislature had approved \$6.8 million for Ferris to buy space on the "medical mile" in Grand Rapids for the Pharmacy program. He is hopeful that Governor-elect Snyder's team is reaching out to higher education.
		He invited Senators to the Holiday Reception for faculty and staff from 3:00-5:00 pm Thursday, Dec. 9 in the Rankin Center Dome Room. He encouraged Senators to come by the "pancake breakfast" offered at 11:00 pm on Monday, Dec. 13 in Westview Dining Room, Rankin Center.
B.		Provost and Vice President for Academic Affairs Erickson reported that he will be able to roll out one-time money rather than enact budget cut proposals made by the Deans. The Deans Council will prioritize the list of needs for these funds and get the funds out to the colleges earlier than last year. He answered a question from a Senator on the disproportionate projected budget cuts for the College of Engineering Technology.

The meeting was adjourned at noon.

Sandy Alspach, Secretary

Douglas Haneline, President