

**Ferris State University
Academic Senate Meeting
Tuesday, December 2, 2003, 10:00 a.m.
President's Room, Rankin Center**

I. **Call to Order: President Papo** called the meeting to order at 10:03 a.m.

II. **Attendance**

Senators Present: Abbasabadi, Alspach, Bandstra, Conati, Cron, Dakkuri, Dickinson, Drake, Ferdowsi, Griffin, Hanna, Hettiarachchy, Jakubowski, Jewett, Jones, Konrad, Liszewski, Loesch, Lovsted, Martin, Nagel, Nelson, Papo, Parks, Parry, Schmidt, Stern, Thapa, Tymes, Vermeer, Watson, Wilson

Senators Absent: Berghoef (excused), Carter (excused), Johnson, Marine, Sanderson, Stein (excused)

Guests: Interim VP Tom Oldfield, Asst. VP for Academic Affairs Laurie Chesley, Dean Richard Cochran, President David Eisler, Interim Dean Chuck Matrosic, Dean William Potter, Lesley Harrison, Heather Kchodl, Don Flickinger, Roxanne Cullen, Maude Bigford, Dean Michelle Johnston, Dean David Nicol, Asst. Dean Rosalyn Templeton, Susan Hastings-Bishop, David Frank, Jack Buss, Denise Mitten, Roxanne Cullen, Jeanne Koughn

III. **Approval of November 4, 2003 Minutes** – Motion to approve by consensus.

IV. **Open Forum**

Senator Nagel introduced Jeanne Koughn, newly appointed minister of the Wesley House. Please send interested students her way. They will have an "end of semester" party with movies and pizza.

President Papo added New Business agenda item B, Senate Committee name change and mission statement. These items were emailed to Senators on Wednesday, Nov. 26.

V. **Committee Reports**

Sen. Drake, University Curriculum Committee Chair, submitted a written report (Attachment A) of the activities of the University Curriculum Committee. One item, a change in the requirement for minors, is an agenda item for this meeting. He briefly reviewed all items examined by the Committee.

Sen. Dakkuri, Senate Vice President, reported that eight vacancies remain on Senate committees. If you or one of your colleagues is interested in serving, please contact Dr. Dakkuri at Ext. 2240.

Leslie Harrison, Student Government representative, presented Senators with ASG Resolution #03-02-04 (Attachment B), which covers gathering a petition against further education cuts to be sent to the subcommittees of the appropriations committees of the State of Michigan. That petition with more than sixteen hundred signatures was sent on Friday to Governor Granholm's Office. She urged Senators to forward comments regarding academic advising to her.

VI. **Unfinished Business**

A. **Academic Program Review Recommendations** – Motion by **Senator Bandstra**, with support from **Senator Cron**, to accept the recommendation of the Council. **President Papo** called the question. Motion carried.

B. **Honors Program Curriculum Motion** – **Senator Schmidt** moved to withdraw his previous motion. Without objection, **President Papo** withdrew motion. **Senator Schmidt** moved, with support from **Senator Konrad** that the Academic Policies and Standards Committee be consulted for a review of the Honors Program and a referral sent to the Academic Senate with a copy of that report also sent to the

VPAA as to the status of the Honors Program regarding it being "subject to" or "exempt from" the Academic Program Review procedures. Such report shall be made to Academic Senate at the regularly scheduled April (6th) meeting.

President Papo called the question, main motion carried.

VII. New Business

- A. **Senator Drake, with support from Senator Thapa, moved** to revise the University Curriculum Manual, page 26, Policy on Minors, to read, "that total of not less than 18 credit hours is required to establish an academic minor. A minimum of nine credit hours in course work at or above the 300-level must be included in that total."

Following discussion, **Senator Hanna, with support from Senator Conati, moved to amend the main motion** by changing the 300-level to "200-level". **Senator Parks** called the question, a show of hands indicated, fifteen yeses, thirteen noes, question carried. **Senator Abbasabadi** called question on main motion, **main motion carried**.

The University Curriculum Manual, page 26, Policy on Minors, will be revised to read, "that total of not less than 18 credit hours is required to establish an academic minor. A minimum of nine credit hours in course work at or above the 200-level must be included in that total."

- B. **Senator Parks, with support from Senator Liszewski, moved** that the Senate Health Promotions Committee name be changed to the **Senate Health Promotion and Substance Abuse Prevention Committee**. **President Papo** called the question, **motion carried**.

VIII. Reports

- A. **Heather Kchodl – Academic Advising Survey** – Ms. Kchodl clarified that the survey distributed in the packet was done as a project of her own, not as a Student Government assignment (See Attachment C).
- B. **Dr. Laurie Chesley – Distance Learning Update** - The Task Force has studied FSU classes, national trends, and what other comparable universities have been doing in regards to e learning. Two open forums have been held. Concerns regarding assessment, learning in on-line courses, and assessment of student and faculty readiness, infrastructure and how e learning would be funded have been received. Dean Teahan of Extended Learning has assembled a rough draft of recommendations. That document will be finalized in the next several weeks and a draft shared with the university community. Early in winter semester more open forums will be held, with opportunity for feedback. Final recommendations are to be sent to the Vice President in early February 2004. Please forward any comments via email through Lotus Notes.

IX. Announcements

President Eisler advised Senators that they would receive shortly a memo from him outlining ideas for summer that may increase revenue. Housing incentives have been added, and well as supply and expenses funds for departments based on the number of students attending. These ideas can be tested during summer and over time, great efficiency may be achieved. On December 8 and 9, 2003, a team of Chief Academic Officers will be on campus. An open forum will be held to gather input from faculty and staff. They will be offering constructive suggestions and their report will be shared campus-wide. He encouraged faculty and staff to attend commencement if possible. He continues to meet with faculty and staff, please call his office to arrange a time to meet if you were unable to attend other meetings scheduled. He thanked Senators for their great work with our students and asked that we extended thanks to colleagues for their hard work also.

Interim Vice President Oldfield advised Senators that his response to the General Education Task Force has been distributed campus-wide. Three committees will be formed, one will examine assessment, another will examine look at advising and scheduling, and the third group will continue the

dialogue began by the Task Force. It is critical that these discussions continue. While the committees are working, the moratorium on General Education will continue.

President Papo asked for Senators to forward names of those interested in serving on any of the three to him prior to the December 10 meeting with Dr. Oldfield. The search committee for the Vice President for Academic Affairs has trimmed the list of candidates to eight.

Senator Bandstra, with support from Senator Dakkuri, move to acknowledge the quality of the work done by the Academic Program Review Council and the demands that this process place on the time of the members of this committee.

We support the recommendations of the Council to streamline the process of program review and limit the number of reviews required during the fall semester to no more than 12.

Representatives of the Academic Program Review Council and the Office of the Vice President of Academic Affairs shall meet and develop mutually acceptable guidelines with respect to timelines of the review process and the frequency of program reviews that are consistent with the needs of the University.

Following discussion, **Senator Parry, with support from Senator Thapa, moved to postpone** the motion to streamline and review Academic Program Review. Motion carried.

Motion by Senator Vermeer, with support from Senator Parks, to distribute the information from the Academic Advising document regarding advising satisfaction by college to Senators. **Motion carried.**

X. Open Forum

Senator Dakkuri reminded Senators of the ODK Craft Sale in the Dome Study Room in Rankin Center on December 2, and 3, 2003.

Senator Dickinson advised Senators that Bruce James of the Government Printing Office will be on campus on January 29, 2004.

XI. Adjournment – President Papo adjourned the meeting at 11:50 a.m.

Respectfully Submitted,

Approved,

Robert Loesch, Secretary

William Papo, President,