

STUDENT AFFAIRS ADMINISTRATIVE COUNCIL

MINUTES

September 17, 2009

Present: Mike Cairns, Matt Chaney, Jo Gerst, Cindy Horn, Kristin Norton, Angie Roman, Kristen Salomonson, Mark Schuelke, Paul Sullivan, Linda Telfer, Troy Tissue, Alli Witucki, and Rob Wirt.

Annual Diversity Progress Report

Dr. Cairns distributed the Progress Report on the Student Affairs Diversity Challenges and Overall Recommendations for 2008-2009. He asked that the directors submit their progress by October 15 to him.

RSOs and Co-Curricular Transcript

In the absence of Dr. Burcham, Linda asked if volunteer hours on the student development record for both students and registered student organizations have ever been eliminated if there is a violation of the Code of Community Standards or University policies. Cindy Horn indicated that the hours have not been taken away to her knowledge but that it probably needs to be reviewed. Discussion followed on advisor training that should take place as well as making sure that the students understand that they still need to abide by the student community standards on and off campus. It was suggested that advisor training on this issue be done as well as training on RSO finances.

Student Affairs HLC “Homework”

Dr. Cairns distributed a list of “Noteworthy Changes at Ferris State University, 1999-2009” compiled by Dean Potter. He asked that the directors share some changes in their area that have occurred since 2001.

1. Developed an assessment process.
2. Ramped up enrollment and recruitment efforts.
3. Increased scholarships.
4. Doing more and more with less and less but have more technology now.
5. Created admissions standards (ACT,GPA) and increased enrollment and retention.
6. Began Torchbearers’ Awards.
7. Created Volunteer Center On-Line 2002-03.
8. Created Student Development Record.
9. Role changed for Career Services.
10. Created One-Stop Shopping beginning in Rankin than in the Timme Center.
11. Eliminated Social Security Numbers and created Student ID numbers.
12. Eliminated a dual role for the Dean of Student Life position which was the Dean of Student Life and Director of Housing.
13. Created the Student Activities Fee.
14. Experienced more competition over the last few years.
15. Leveraging to out-of-state students to create a more diverse campus.

16. Offered in-state tuition to out-of-state students.
17. Eliminated then recreated the International Programs Office.
18. Made significant tuition increases.
19. Took ownership of Job Fair as previously it was run by a student organization.
20. Created Office of Multicultural Student Services Bus Tour around the State.
21. Moved the Office of Multicultural Student Services to a more visible location.
22. Celebrated 50 year anniversary of Student Government.
23. Changed student fee structure for the Rec Center.
24. Collaborated with faculty, staff and administration regarding Dawg Days.
25. Collaborated with University Advancement and Marketing regarding marketing the University.
26. Converted from FRS/SIS to the Banner system.
27. Eliminated the printing of undergraduate admission applications, schedule books, catalogs, bills and grades.
28. Minimized mailing of correspondence with much being done electronically.
29. Reduced the printing of student handbooks.
30. Moved International Festival from the Holiday Inn to on-campus.
31. Began the "Working on Wellness" initiative in 2008.
32. Created a Social Norming campaign.
33. Established 20 off-campus Ferris locations.
34. Expanded the Welcome Week activities into Bulldog Beginnings.
35. Decreased orientation from two days to one day.
36. Created daily visits in 2002-03.
37. Renamed Student Judicial Services to Office of Student Conduct.
38. Revamped the student admission application process and included questions about past behavior as part of the review process.
39. Created outreach to external sites to support military veterans.
40. Created a Veterans' Benefits Specialist position in the Admissions Office.
41. Assisted FSU-GR in the "start up" of student organizations.
42. Created a model for our TIP Program.
43. Eliminated multiple undergraduate admission applications.
44. Developed emergency response procedures for the campus community.
45. Purchased several AEDs.
46. Purchased a campus message system and increased blue lights across campus for student safety.
47. Created the Behavior Review Team and the Threat Assessment Team and offer services to student organizations.
48. Created several new federal financial aid programs.
49. Changed the calculation of tuition from a "block" charge to a "per credit hour" charge.
50. Created Ferris Cares/Opportunity 125 initiative to assist students due to the economy.
51. Created the Committee for Positive Change.

Student Affairs Websites

Dr. Cairns stressed that the departments need a link from their website to the institutional mission statement and asked that the directors follow through on this.

Federal Compliance – Student Complaint Form

Dr. Cairns distributed a “Guide to Helping Students Resolve their Complaints” and indicated that each department will need to keep track of formal, written student complaints. A Student Complaint Report form was distributed for the departments’ use. Discussion followed on what actually is expected and Dr. Cairns read the federal guidelines. The departments will only need to record the major/serious, written, current student complaints. The complaint form will be forwarded from each department to Linda Telfer twice a year (at the end of each semester). The guide will be placed on the Student Affairs website.

HLC Questions

Dr. Cairns distributed a list of questions that HLC may ask during their visit. He indicated that not everyone needs to be an expert but should be prepared to answer these questions.

Announcements

Jo Gerst asked that each director send Kathy Lake the number of full and part-time employees currently employed in their area.

Angie Roman announced that the College of Pharmacy has contacted her regarding coordinating their job fair.

Matt Chaney thanked everyone for attending the OMSS open house and noted that the events that have taken place this year have been successful.

Mike Cairns noted that a future administrative council will be held in FLITE to allow all directors to visit OMSS after the meeting.

Kristin Norton shared her annual statistics with the directors. She indicated that they have increased from the previous year.

Alli Witucki indicated that:

- Bulldog Bonzana went well but that it slowed down the last hour of the event.
- EU will be sponsoring a comedian tonight in the Dome Room.
- “Things To Do” Poster is being distributed.
- On Friday novelties will be on campus both in Rankin and the Rec Center due to the mix up at Rockin in the Rec.

Mark Schuelke reminded everyone of:

- The vendor show in Rankin Center today.
- Sorority and Fraternity Rush ends this week.
- The Spirit Contest last night where Dan and Mike were judges.

Kristen Salomonson indicated that:

- Student Affairs is collaborating with Academic Affairs on Degreeworks to be implemented in Fall 2010 where students will be able to see how many credits will transfer to Ferris, etc.
- The misconduct question is being reworded on the admissions application so that review will only need to be done on the serious infractions and the students will pay for their own background check thus saving \$15,000.

Rob Wirt indicated that

- Pell Grants for Fall 2009 have increased \$8.7 million compared to last year.
- The Ferris Support Grant assisted 354 students amounting to over \$800,000.
- We have 76 more TIP students.
- Parent Loans for undergraduates are up \$4.1 million (91% increase).
- Walk-In customers are down 50% from last year for the first week of classes.
- The push is on to use money directly from the federal government instead of other financial institutions.

Troy Tissue reported that:

- Veteran students have increased 12%
- The Great Lakes Scholarship is being expanded to include everything east of the Mississippi River with the exception of Maine, New Jersey and Delaware.
- Daily admission visits will begin at 10:30 on September 21 to allow for arrival at The Rock before noon.
- The State is going to e-transcripts with Docufide which will allow for faster processing of applications.
- The Blues and BBQ event was mentioned on WLAV and he suggested that Student Government contact them to get more coverage.

Cindy Horn reported that:

- The pool is open.
- Roof is almost complete.
- Zumba classes being offered at Racquet Facility.

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- U-rec student staff assessed The Rock and results will be used in Dining Services assessment efforts.

Sincerely,

Linda Telfer
Executive Secretary to the
Vice President for Student Affairs