

DEANS' COUNCIL

November 10, 2009 Meeting Minutes

Present: Dave Nicol, Don Flickinger, Don Green, Ellen Haneline, Fritz Erickson, Ian Mathison, Leah Monger, Karen Strassor for Matt Klein, Michelle Johnston, Robbie Teahen, Tom Oldfield, Bill Potter

Out: Matt Klein, Mike Cron

GUEST: Veterans Affairs Representative, Dr. Kathy Snead, President and Director, Servicemembers Opportunity College, SOC Consortium. Dr. Snead presented an overview of the Consortium, including facts/figures on those on active duty, and GI Bill benefits/services. Obstacles to higher education goals for veterans can include longer application procedures including submission of SAT scores and lack of credit for prior military training/learning. Deans' Council members explained the process of how FSU accepts credit where applicable, as well as a goal of creating as many opportunities as possible to invite veteran students to enroll at Ferris.

BAT/TAT Policy (Behavioral Assessment Team/Threat Assessment Team) (attachment)

Review Information at: <http://www.ferris.edu/htmls/staff/policies/policyunderconst.htm>

Information was shared regarding these teams--which are both active. Policies are being made public to help share what is available in this area with the campus community.

Action: Please make this available to colleges--share with faculty and staff and explain why the teams are in place.

Flu Contingency

Per the FSU Health Center, cases in our region appear to be on the decline. Students will be asked to pay for vaccinations only if they had not yet paid for the University Health Center fee.

Honorary Doctorates

Action: If you have a suggestion for an Honorary Doctorate recipient, send name and brief bio to Fritz with a copy to Mo.

Negotiations Update

Sub-committees for HR and Promotion/Merit have been formed.

President's Council Update

- Budget
FSU has supported (will fund for fall) the Promise Grant.

Our division needs to give careful thought to budget issues in preparation for future State-level budget decisions that may impact the division.

- A Ferris Traffic/Pedestrian Task Force is currently in the stage of being formed and is to be chaired by VP of Finance Jerry Scoby.

Action: Be prepared to make recommendations for this task force.

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Planning

Discussed planning templates; there is no immediate timeline currently set.

Action: Templates should be created and distributed after the next Deans' Council.

Approvals for PAFs/HAFs at Provost level

A reminder that hiring approval (HAF) and personnel action (PAF) forms need to be finalized through the approval process at the Provost's level (or Presidential, depending on required level of approval) prior to discussing salary or other commitments with the individual for whom the action may be taking place.

The appropriate communication on HAF and PAF forms is to give only recommendations of salary (not promises) at college level. This will prevent misunderstandings from occurring due to premature promises being made prior to Provost/Presidential approvals.

Diversity at the Provost's Office Level (handout)

Action: Don Green will follow-up on who has submitted information.

Tracking Student Complaints

Discussion began on tracking student complaints. Discussion included what should constitute a student complaint and how the resolution should be tracked. Currently an appropriately defined student complaint is one that is in writing and signed by the student. Robbie Teahen further discussed complaint tracking and what needs to be provided to the HLC team.

Action1: This topic will be added to the next Deans' Council meeting agenda.

Action2: Review a link that Robbie Teahen will be sending on the topic of student complaint tracking.

Enrollment information (handout)

Don Flickinger discussed information on the handout and said that he meets on a regular basis with enrollment services to review information.

Federal Reporting (handout)

Don Flickinger distributed information and discussed forms that the Government requires. The University will need to report additional data this year.

Roundtable

Fritz Erickson - Two relationship-building meetings have taken place: College of Allied Health Sciences and College OF Education and Human Services.

Ian Mathison - Expressed concern with on-line application process.

Action: The Provost's Office will follow up with Enrollment Services on this issue.

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Robbie Teahan –

- Academic Affairs Newsletter is in the final stages of preparations for distribution.
- Discussed a HLC Federal Compliance matter; needed to be included is transfer of credit policy and guidelines for the University. She is working on incorporating a chapter on this topic.

Michelle Johnston is pleased to announce that funding for the KCP Morris Hood Grant has been received.

The College of Education and Human Services is hosting a “Helen Ferris” display at its building as a part of Ferris’ 125th Anniversary celebration.

Bill Potter expressed concern regarding numbers for this year’s Promotion and Merit round.

Action: The Provost’s Office will follow up on this issue and send out revised information when complete.

Ellen Haneline is pleased to announce a partnership with the Kent ISD Health Sciences Academy to offer dual enrollment to students in Grand Rapids.

Tom Oldfield announced that the third annual Michigan Energy Conference is scheduled to take place in April of 2010.

Action: Contact Ron McKean if any faculty members are interested in presenting at the conference.

Dave Nicol is pleased to announce that 150 College of Business students participated in the recent Grand Rapids DeVos Place Wine and Food Fest event.

Respectfully submitted by Robin Hoisington