

**Chairs' Council**  
**March 4, 2008, 8:30 a.m. -- 10:00 a.m.**  
**Centennial Dining Room - Rankin 252**

**Agenda**

Todd Stanislav -- Equity Conference

Don Flickinger -- Items from the VPAA's Office

Reinhold Hill -- Discussion of results from survey regarding summer classes

**Chair's Council  
Meeting  
4 March 2008**

**I. Todd Stanislav**

- Introduced Bea Griffith-Cooper, new Instructional Designer for FCTL
  - Bea provided FAQ sheet with contact information and brief description of services available to faculty
- Equity Conference – 2<sup>nd</sup> time Ferris has hosted
  - Encouraged attendance at some or all of the conference. Dynamic speakers are scheduled as well as numerous relevant break-out sessions. Flyers made available

**II. Don Flickinger**

- Announcements
  - FerrisConnect will be down for routine maintenance during spring break week (most likely Thurs and Fri)
  - Luminis portal will be worked on as well but access will not be affected
  - MyFSU will be getting a new look (less tabs, more user friendly). Work will occur during the break between spring and summer semesters
- Phase IV of Classroom Renovations
  - Cost estimates have come in higher than originally estimated. All classrooms and labs will still be renovated, but the “wish list” for each room will be adjusted to fit the funding availability. Don is happy to discuss the specific plan for each room with those involved. Phase V is already in planning stages
- Ferris Catalog
  - PDF catalog still available. Some hard copies (very few) will be printed and distributed (Sept-Oct target date), but the Ferris website catalog is always the official catalog. Question raised whether PDF version might be made available on DVD/CD and Don felt this might be possible
- Study Abroad
  - Study Abroad – for summer 2009 preliminary proposals are due by end of March, 2008 with the proposal form available on-line. If faculty want GenEd credit for a proposed course they need to go through the normal approval process
  - UCEL is planning an April 2008 session for students so they can plan ahead for 2009 trips
  - Once language is approved a statement will be added to contracts to the effect that missing classes will not be approved, so students should not register for any classes that overlap the study abroad trip dates
- General Education Requirements
  - Handout distributed
  - Note that Compass scores have been added
  - Math Department plans to collect data for next couple of years to verify data or support adjustments to scores

- Repeating an Undergraduate Course
  - New Academic Affairs Policy Letter handed out with effective date of fall, 2008 FAQ info sheet handed out
  - Discussion as to whether transferred in courses should count in GPA calculations with consensus being to NOT to use these grades in computing Ferris GPA. If faculty feel they have seen transferred in grades factored into GPAs please bring examples to Don's attention
- Undergraduate Graduation Requirements
  - Handout of DRAFT of new Academic Affairs Policy Letter was distributed
- MACRAO
  - Handout distributed with recommendations from the VPAA's office
- Searches
  - Provost Search – Additional candidate interviews being planning for March – April
  - Operations Analyst – New hire should be on board in next few weeks

### III. Reinhold Hill

- Summer Classes Survey
  - 623 students responded to the survey which asked students if they are planning to take summer courses, which courses they would like to see offered, preferred sessions, session length, course format, free room offer, campus choice and additional comments
  - Complete survey distributed with agenda
  - Data being analyzed and preliminary finding presented via power point presentation with some unexpected results as to which sessions students prefer. When full analysis is complete results will be shared with departments to use as needed
  - Question not asked – Why do students take summer classes?
- Post or e-mail suggestions for discussions/topics prior to next meeting, March 18<sup>th</sup>, to be held in the Mecosta Room (RAN 239)