

October 23, 2012 Deans Council Meeting Minutes

Present: Matthew Adeyanju, Mindy Baumgartner, Paul Blake, Steve Durst, Fritz Erickson, Don Green, Scott Garrison, Robin Hoisington, Michelle Johnston, Rick Kurtz, Dave Nicol, Bill Potter, Karen Strasser, Robbie Teahen, Kim Wilber, J. K. Yates

Guests: Kristen Salomonson, Enrollment Services Dean, Sam Fattore, Enrollment Technical Services Manager, Professor Nancy Hogan, FCTL Director Todd Stanislav

TargetX Initiative – FSU Enrollment Services

Kristen Salomonson, Sam Fattore and Nancy Hogan were present to discuss FSU Enrollment Services' TargetX initiative. Kristen gave a brief history of the registration and admissions processes at Ferris and was excited to announce the purchase of TargetX, which is an online program designed to improve and enhance registration and enrollment procedures at Ferris. Product features include many customizable applications including recruitment, travel and event management, integrated online forms, pre-built reports, chat features, real-time reporting and dashboards, workflows and custom data mappings, letter templates and unlimited email broadcasts. Sam gave a brief overview of the technical aspect of the product. Kristen also described enhancements to the recruiting processes that will be managed from mobile devices and thus allow campus recruiters better territory management and direct communications with their prospective students. Campus users will be able to pull data from many sources. Nancy Hogan discussed the Office of Graduate Studies and how this initiative can help enhance efforts in this area.

Kristen went over the plans to implement Target X and noted that a goal has been set to begin working on the project in early November with a target of final implementation in approximately four months. Discussion turned to the approval process for student applications and the role of the deans and colleges in this area. The colleges and deans' role in approval of their student applications will not change. Kristen will attend a future Deans' Council meeting to review a draft of a new online application to receive feedback from the Deans' Council members prior to implementation of the new online application.

Faculty Center for Teaching and Learning (FCTL)

Todd Stanislav shared information about FCTL and distributed a booklet that contains a menu of information on the variety of presentations, workshops, learning communities and related sessions that the Center provides. This menu is a great resource for faculty and a link to it will be provided university-wide. Todd encouraged the deans to help make their faculty aware of these resources available to them and to contact the Center regarding sessions and workshops from the menu that could be offered as-is or designed and tailored to their faculty members' needs and interests.

College of Education and Human Resources Faculty Position Justification

Michelle Johnston presented justification to replace faculty position F11385 for an upcoming vacancy from the TV and Digital Media Production (TDMP) academic program. Michelle discussed the program and how it supports the campus in video production, sports broadcasting and work for the community businesses. After discussion concluded the vote was unanimous to post this position.

Over

College of Health Professions Faculty Position Justification

Matthew Adeyanju presented justification to replace faculty position F11341 for an upcoming vacancy in the Nursing program. Matthew discussed the program including a recent accreditation site visit. After discussion concluded the vote was unanimous to post this position.

Enrollment Issues/Program Loading/Overload Analysis

Fritz Erickson led a discussion on the need for the deans to continually analyze enrollment and to continue analyzing their faculty workloads. Rick Kurtz requested that the topics of release time and overloads be discussed at future deans' council meetings. Fritz discussed the importance of the colleges having an in-depth understanding of their course and faculty loads including those for adjunct faculty. JK Yates volunteered to share the template that the CET uses to analyze overloads.

Action: Conduct an analysis of overloads and submit information to Kim Wilber, who will help provide data from the FSU system. The Provost's Office will present a summary of this information at a future meeting of the Deans' Council.

Academic Program Review (APR) Recommendations Discussion

Robbie Teahen asked for feedback from the Deans' Council regarding responses to several APR recommendations. Robbie will send input from today's meeting to the DC members for their final review before it is submitted to the Academic Senate.

Course Cap Spreadsheet

Kim Wilber provided a spreadsheet to each dean's office and requested that each college submit their course cap information on the spreadsheet instead of the shared drive. The Provost's office will consolidate the information and return it to the deans.

Action: Submit the completed spreadsheet by October 30.

Online Load Information

Action: Send completed information on online course information to Kim Wilber by November 2.

Roundtable

Steve Durst was happy to announce that collaborative efforts between the College of Pharmacy, the Michigan College of Optometry and the College of Health Professions have culminated in an award from the Michigan Health Council Workforce Development Program for the Interprofessional Wellness Clinic. The Clinic has been in operation for over eight years. Its sustained success is largely due to the efforts of the many faculty involved. Steve also announced the completion of an onsite visit from the ACPE, Pharmacy's accrediting body. He outlined the focus of their preliminary report that included implementation of the newly developed strategic plan, continued growth of research in the College and development of a broader administrative organization.

Michelle Johnston discussed the recent Leadership Council meeting that she attended to represent the Deans' Council. She also shared information about a collaborative effort involving Professor Mischelle Stone's Criminal Justice graduate students who wrote a research grant proposal to investigate connections between crime rates and components of weather and/or climate in Michigan's three largest cities.

Robbie Teahen announced the review of course-level learning outcomes and said that she will be scheduling a meeting for the deans to review NSSE data.

Bill Potter gave an update on the status of the Honors Program Director search and shared that he has made visits to several colleges to discuss retention and student success efforts.

Matthew Adeyanju discussed collaborative efforts between the Colleges of Health Professions, Arts and Sciences and the Michigan College of Optometry.

Rick Kurtz distributed information on a CASE conference for fund raising scheduled in February and encouraged attendance by deans and/or associate deans as this information would be beneficial for all.

Scott Garrison discussed the Michigan Shared Print initiative (MI-SPI) and asked that this topic be put on the November 13th Deans' Council meeting agenda so that he can share further information about it at that time. FLITE is one of ten state-supported academic libraries across the state looking at sharing the load of storing zero- or low-circulating print books and will collectively commit to retaining at least two copies of each book, allowing the libraries at which the books have circulated least to safely de-select them from their collections.

Don Green is working on a project for the State University of Michigan Presidents Council and needs Deans Council members to share thoughts on what is being done in the area of community outreach. How are we best serving communities? Various examples of existing projects include K-12 partnerships with other colleges, college/career prep, sustainability, literacy, technology, wellness clinics and healthcare outreach, etc. Please provide feedback and creative ideas to him over the next three weeks. He may be contacting various colleges to further discuss ideas.

J.K. Yates shared information on her recent meeting with representatives from Makino, one of the major leaders in the manufacturing/machining systems industry, regarding the potential of a donation/consignment that could be over \$1M in equipment. She was also pleased to share that scholarships from Nicolas Plastics and AutoCam are in the works. She also shared future plans for a statue designed by Robert Barnum and fabricated by the Welding students to be placed on the Big Rapids campus.

Upcoming Events and Receptions

Mindy Baumgartner discussed the upcoming breakfast event planned for new faculty. She also shared information on this year's plans for December commencement and commencement receptions for faculty. Please encourage your faculty to participate in Commencement.

Respectfully submitted by Robin Hoisington