

## Friday, May 4, 2012 Deans' Council Meeting Minutes

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**Present:** Mindy Baumgartner, Paul Blake, Mike Cron, Steve Durst, Fritz Erickson, Don Flickinger, Don Green, Julie Coon, Robin Hoisington, Michelle Johnston, Andy Karafa, Ron McKean, Scott Garrison, Dave Nicol, Bill Potter, Robbie Teahen, Kim Wilber

### **Budget**

Fritz Erickson distributed information regarding one-time equipment allocations. Focus and priority should be placed on health and safety issues as well as classroom renovations. Carryover amounts were discussed. DC members collaborated on the potential for strategic investments and the potential for division-wide initiatives. Ideas included marketing, recruiting and safety, health and security issues (for example, installation of security cameras, upgrading security camera software and upgrading from door locks/keys to card access; installation of special alarms for hearing impaired; etc). It was agreed that one-time equipment allocations will be distributed to the colleges per information distributed at this meeting.

### **Position Justification - MCO**

Mike Cron presented justification for F21556 faculty member in the Michigan College of Optometry. After discussion concluded, the vote was unanimous for the MCO to begin the HAF process.

### **Out-of-State Travel Signature Delegation to Deans**

Robin Hoisington distributed a memorandum regarding the Provost's signature delegation to the deans. The memo delegates the authority to deans to approve their faculty and staff out-of-state travel requests/vouchers without requiring the Provost's approval. It will assist in reducing time for travel approvals in the online Concur travel system. This authority may not be delegated to others and the memo must be kept on file in the deans' office. International travel still requires approval by the Provost and President.

### **Hazardous Substance Abuse/Compliance Committee Update**

Paul Blake presented the Hazardous Substance Abuse and Compliance Committee (HSACC) update and distributed information outlining the HSACC plans. Policies and standard operating procedures are currently being created and future in-services and training opportunities for faculty will be planned. He discussed the need for one-time funding to focus on specific labs requiring updating in order to become compliant with the HSACC's policies. He also distributed a listing of Ferris' Biology labs and research areas in the Science Building as an example of how the HSACC will list as their observations and descriptions of what is contained in the labs when they do their FSU facilities review.

### **Roundtable**

Fritz Erickson announced that Rick Kurtz has accepted the dean's position in the College of Arts and Sciences.

Michelle Johnston was pleased to share information regarding the Michigan Virtual University. A part of this initiative includes potential development of online teaching standards for K-12 teachers.

Dave Nicol was pleased to report positive feedback that he recently heard regarding Ferris State student Artwork projects created by the students in the Graphic Design, Welding and Architecture degree programs.

Paul Blake discussed the new University Curriculum Committee manual. Training is planned to be offered on August 23, 9:00 a.m. – noon.

**Over**

Don Green discussed a Hispanic Center project which will consist of a summer student camp activity. The goal of this project is to provide Latino students with high quality educational experiences through interactive activities that build pathways from education to careers. Please ask faculty who are interested in participating to contact Don. The camp is scheduled August 1-3, 2012.

Respectfully submitted by Robin Hoisington