

**Minutes
Ferris State University
November 7, 2017- 10:00 a.m.**

Members in Attendance: DiNardo, Epps, Fox, Bacon, Desmond, Drake, Daubert, Hanna, Marion, Bright, Aslakson, Zyla, Todd, Moore, Maike, Rumpf, Shimko, Weaver, Inabinett, Johnson, Gray, Wolfer, Axford, Calkins, Conley, Bajor, Ing, Thomson, VanLent, Isler, Berghoef, Stone, Zube, Balanda, Baran, Alspach, Wancour
Members absent with cause: Fadayomi, Wyss

Members absent:

Ex-Officio and Guests: Maixner, Hawkins, Jackson, Franklund, Damari, Eisler, Nicol, Bentley, Weller, Haik, Schult, Johnson L., Johnson M., Blake, Teahan, Leonard, Garrison, Durst, Reifert, Depew, Buse, Hughes, Prakasam, Piercey, Smith, Venkatesh, Cullen, Fagan, Militzer-Beneder,

1.	President Bacon called the meeting to order at 10:01 a.m.
2.	Approval of Minutes. Senator Epps moved to approve the minutes. Senator Zyla seconded. Secretary Isler noted that the approval date for accredited programs was September 15, not September 1. The motion passed 94% to 0 %with 6% abstaining.
3.	<p>Open Forum.</p> <p>Senator Fox encouraged those who were interested to buy tickets for the Nutcracker which is coming to Ferris November 29th. It has not been on campus for several years.</p> <p>Vice-President Alspach reminded Senators of the Tuesday night volleyball match which had teams of current athletes and athletes with disabilities.</p> <p>Senator Calkins expressed his disappointment in the low voter turnout of voters for the non-tenure track faculty elections of 25%. He noted this was the second year of low turnout and he had expressed concerns to the rules committee.</p> <p>Senator Zyla noted that in the UCC report the revisions of form EF was coming up and also an issue questions the UCC had about the fact that the forms list only the outcomes and not the means of assessment, which committee members feel should be added to the form. General Education Coordinator Cliff Franklund suggested that the UCC if they wish to do this coordinate with assessment committee's processes.</p> <p>Senator Wancour noted that the State of Michigan has just approved dental therapist as a job classification-between a hygienist and a dentist.</p> <p>Senator Wolfer noted that Hospitality Management needed 150 students to help out at the Food and Wine Festival November 9-11th and encouraged RSOs with an interest to contact her. It is at the Devos Hall in Grand Rapids, Michigan.</p>
4.	<p>Officer Reports/ President Report</p> <p>President Bacon noted the Senate continues to work on its involvement with Academic Affairs.</p> <p>Vice-President Alspach noted that in order to make coordinating with committees with intensive workloads President Bacon was coordinating with Academic Program Review and she was coordinating with the University Curriculum Committee. All of the senators have now been assigned to committees and committees need to be submitting minutes from meetings to Sylvia for the Senate office and website.</p> <p>Secretary Isler thanked Senators Baran, Hanna, Wancour and Zube for agreeing to serve on the Rules Committee. Their first meeting would be occurring following the Senate meeting.</p>
5.	<p>Committee Reports</p> <p>APR Chair Gary Todd said the committee had one final meeting to finalize recommendations (in particular the</p>

	<p>general recommendations). They would be meeting with Academic Affairs and the Executive Committee on November 16th and with the full Senate on November 21, 2017.</p> <p>UCC Chair Rusty Leonard reported that 6 proposals passed that were included in the packet for information al purposes. They have requested to the Senate Executive Committee a member from RSS and are waiting for a response from the Senate Executive Committee. They are considering requiring assessment plans when revisions to curriculums come through (but are aware this may slow down the process). He reviewed revised EF forms and demonstrated for the Senate. The purpose is to streamline the process. The current pre-UCC meeting (academic affairs, registrar and UCC chair) has been moved to after departmental approval. This will allow things not have to be resent through the process if they are significantly changed. The new forms are now up but may use the old forms if partway through process until Fall 2017. The UCC would like all proposals for implementation to fall to be at the UCC committee by December 1st of the previous year. This is in part because the checksheets need to be changed at that point (cannot change checksheets mid-year). Senator Baran asked a question about the Honors proposal and President Bacon suggested answering this later once the proposal has actually gone through. Senator Gray asked if this was a hard date- and noted it may be faster for a concurrent process. Senator Zyla expressed her gratitude to Michelle Johnson who created the forms. Senator Thomson noted that sometimes the process takes a while at a college committee level. Chair Leonard said the pre-UCC part should not take more than a week. Senator Alspach noted this change in process would make the correction of forms less of a faculty responsibility.</p> <p>General Education committee member Senator Conley spoke on how they two training sessions had low attendance but those who attended learned a lot. The subcommittees are working on their rubrics and membership models (how members are selected. Senator Fox expressed concern about how committees like Self and Society are picked. General Education Coordinator Franklund said he had recently been made aware of this issue and it was not revised at the time at which committee membership structures have changed. They are working with Leonard Johnson to develop a more standardized approach.</p> <p>Senator Fox from Arts and Lectures noted she had already announced the Nutcracker but she expressed a concern that committee had with low attendance numbers and that they were investigating why. Was it a cost issue and if so could events be made free? Senator Weaver noted the recent Nell Painter event had low attendance. Senator Maike suggested bringing in high school student. Senator Berghoef said the history of why done may not matter if committee wished to change. Dean Haike noted when even are held in Williams Auditorium the committee needs to pay fees for staffing the space.</p>
8a.	<p>Presentation on Budget- Sally Depew, Budget Office.</p> <p>Sally Depew, Budget Office gave a presentation on the budget. She defined the types of funds (general, designated and auxiliary). She gave an update on revenue and enrollment and how that has effected the budget. She noted the significant restrictions placed on TIP (Tuition Incentive Program) funding which has also impacted Ferris enrollment numbers. We did receive a 4.7% performance incentive increase from the state because it correlates with our metrics. Our largest issues with enrollment relate to the decrease in the number of high school graduates in Michigan. 5.1 million dollars were cut from the Fiscal Year 2017 budget and estimated 3.0 million from the Fiscal Year 2018 budget. Senator Johnson asked if TIP students were awarded on first come, first serve? President Eisler noted some students received non-TIP funds to compensate but it affected approximately 296 freshman. Senator Gray asked about whether online students are included (and if they are running with empty seats) Director DePew could not answer that question. Senator Moore asked about jobs leaving Michigan being a key issue? President Eisler said the more relevant issue is the birthrate for remaining residents of Michigan which was half that that of 1957. Senator Marion asked a question about freezing faculty lines? President Eisler said they are not frozen and all positions are reviewed on a case by case basis when they are vacated.</p>
8b.	<p>Presentation on ADA Compliance in Blackboard</p> <p>Jackie Hughes, from Online Learning gave a demonstration of Blackboard and how it can be made more ADA compliant. She showed the dial which evaluates the accessibility of all attached documents within the course shell. Ferris has subscribed to a service called Blackboard Ally, which can generate machine automated transformations for some documents. For others, they need to be viewed, and edited appropriately. Over winter break, sessions will be offered as a 2 day workshop in order to allow faculty a chance to work on fixing these documents. Senator Berghoef encouraged senators to attend these workshops and asked about current level of</p>

	<p>compliance. With Ally compliance is 35% and otherwise only 25%. Hughes noted the easiest way to be compliant is to fix it which creating the original document (and to use headers). Senator Ing noted email can also be non-compliant. Senator Moore asked if numbers are more complicated. Hughes acknowledged that symbols are more complicated to describe. Senator Wolfer noted in her experience documents in pdf format showed up as less compliant than those left in Word.</p>
8c	<p>Presentation Panel on Linked Courses This presentation was on linked courses at Ferris. For the past few years, courses have been linked (on this panel they were grouped as Math- English or English-Business). Presenters included Kristen Conley, Roxanne Cullen, Deidre Fagan, Erin Militzer-Benander, Melissa Smith, Anil Venkatesh and Kirk Weller. Peircey and Cullen, who were the first faculty group to lead a cohort note that the goal was to make learning less of a passive activity. Senator Peircey noted that algebra was really just another form of communication and the common problem for both disciplines was the ability to do critical reading. Professor Venkatesh also noted the reading component was an issue for his students as well but one of the advantages of the team approach is he never had to answer the “why do we have to do this math” that he did in other courses. For readings Venkatesh and Fagan coordinated on a variable assignment. Professor Fagan added how this worked well with business content such as linked order and saw incredible growth. Students from the previous cohort are volunteering to come in and work with current student and still come back to meet with instructors. Professors Smith and Militzer-Benander have a math and English group who are also Education majors and they focus on the teaching methods as well as content. They have an experts scale. Senator Conley concluded by noting the benefits of community for these students.</p>
9.	<p>Because of the time, the remainder of the agenda items were skipped. The meeting was adjourned at 11:55 a.m.</p>