The Scoop
on Projects and Services in Administration and Finance

In this October issue are some updates on a number of projects and services underway in Administration and Finance.

✓ Many of you are aware of the efforts to increase our student enrollments during summer sessions. You may not be aware that we are also looking for ways and opportunities to increase summer camps and other summer programming. Administration and Finance, Student Affairs, and Extended International Operation are collaborating to **host a new group** for a 3-4 day period during the summer of 2014. Their current estimate is that this would bring approximately 2,000 guests to the campus and to Big Rapids. Stay tuned for more details!

✓ The **Administrative Evaluation Task Force** is wrapping up their work, which includes some recommendations for a new performance evaluation tool for Administrative and Administrative Support employees. The goal is to seek President’s Council approval of the revised form as a tool to assist supervisors and employees in this important communication process. Once approved the new forms would be in place for the evaluations to be completed by the end of May 2014, and beyond.

✓ As you know we experienced a **power outage** in the early morning hours of October 2. I was once again very impressed with individuals all across the campus turning this “set of lemons into lemonade.” There was outstanding collaboration between many, many departments including the Physical Plant, IT, Public Safety, Residence Life and Housing, Dining Services, Dean’s offices, Student Recreation and many more. Thank you for your outstanding work and collaboration to minimize the duration and impact of this power outage on the campus and our students.

✓ **It’s official!** The demolition of various portions of the former Rankin Center are now complete and the contractors are in the process of the renovating, rebuilding, and constructing new spaces for the campus.

✓ Have you wondered how big the **new parking lot** east/north east of the University Center will be and where it will be located. You don’t have to wonder any longer as most of the curb outlining this new parking lot is already in place. When you are out for one of your Wellness walks feel free to walk around that part of campus and you’ll see the location and the general elevation of this new parking area.

✓ The University recently contracted with TSC out of Washington, DC to conduct an **IT System Security Review and Assessment**. Representatives from this firm will be on campus to talk to a numbers of key constituents to help us do a thorough assessment and to identify some additional ways to further our systems and data security to reduce the chances of having another hacker attack. With the hundreds of attempted cyber attacks daily on our systems, we are reminded that we can never let our guard down.

✓ One of things we learned through the **July hacker attack** was that the university has data stored for periods beyond when we really need to have it available for future university
business. Some of the notifications we sent out would not have been required had we had an ongoing program to review data stored across the university systems. This effort must become a higher priority for all of us as we look into the future of protecting our systems and security of our data. Please understand that our IT staff will be reaching out to some of you in the coming weeks and months to partner on permanently deleting unnecessary electronic records.

✓ Information Technology Services will conduct a system test of the new Alertus Desktop Alert on Tuesday, October 22, 2013 at 11:00AM. Users will see a pop-up screen message on Ferris-owned computer workstations when the test is initiated. The pop-up screen will remain visible until the user clicks the green “Acknowledge” button on the bottom of their screen or the test period expires, whichever occurs first. No other actions are necessary during the test. During an actual emergency, important information or instructions will be displayed on the Alertus pop-up screen.

✓ Many of us continue to look for ways to maintain or reduce costs for our students, as well as looking for ways to help them take on less debt as part of the education process. I am proud to share with you that Lori Johnson in Tot’s Place was recently informed that her $109,000 per year for four years grant request was approved to provide financial assistance to Ferris State University students to help lower the cost in their use of the Tot’s Place for their son or daughter.

✓ Have you heard of the Clery Act? Do you know you should know more about the topic than you do but don’t have a good resource to gain the additional insights that you are seeking? Bruce Borkovich might just have the answer for you. He is coordinating several meetings this fall to further our collective education about the Clery Act and what it means to a number of our offices across campus. If you have not been invited to one of these session, and would like to be a participant please reach out to Bruce at BruceBorkovich@ferris.edu.

We know and appreciate that our people make the difference in the projects and services that we provide for you. I want to extend a big thank you to the many dedicated employees in Administration and Finance who work hard each day, all year long to provide quality services to the campus!

Jerry L. Scoby
Vice President for Administration and Finance