In Attendance:
Dan Burcham       Miles Postema
David Eisler      Mike Ryan
Don Green         Kristen Salomonson
Rick Griffin      Jerry Scoby
Mike Hughes       John Urbanick
Leonard Johnson   Robert von der Osten
Michelle Johnston Chris Westerkamp
Ken Kuk           John Willey
David Pilgrim     Helen Woodman

Introduction:
Chair Johnson thanked members for responding with their availability for a SPARC retreat and 2010-2011 meeting dates.

Discussion/Action:
March Meeting Summary
SPARC members approved the minutes of March 26, 2010.

The “Future” Task Force
Leonard Johnson, Fritz Erickson, Don Green and Robert von der Osten will form the subgroup to evaluate and recommend a charge for the “Future” Task Force for discussion at the summer retreat.

Share Your Ideas / Homework:
- Chair Johnson distributed a document in which feedback has been compiled since the last meeting. He asked members to assess the progress on initiatives in the Strategic Plan using the document; indicate where you agree or disagree, indicate the percent of progress, citing evidence where possible. Many members will have differing views on the rating due to their knowledge base. The rating result will use the evidence-based citations, reflecting on individual thoughts.
- In group discussions, each reviewed a goal and responded to: How do we monitor, modify and gauge success? The goal is to share your biggest and best idea.
  - Goal 1 Initiative 1: Enhance assessment and the use of assessment data at the program and course level to measurable improve student learning.
    - Need evidence to show that assessment is connected to learning.
    - Need to reflect by asking open-ended questions about what they learn and how it improved them.
    - Present the initiative to Academic Senate, possibly at their fall retreat, and at Dean’s Council. A suggestion was made for SPARC or a subgroup to meet with Academic Senate, Dean’s Council or different constituencies across campus for the purpose of getting the data out. Programs have been changed based on the data, and we should be making more people aware of the data usage.
Goal 2 Initiative 1: Implement and sustain the Ferris State University Diversity Plan.
- The Diversity Plan has been both implemented and sustained. There have been two completed reports. The initial Diversity Action Committee has been revised into the Inclusion Council and has demonstrated success. There have been major moments wherein Ferris has institutionalized diversity; i.e. we have a Chief Diversity Officer, a Diversity Plan, a data set to measure, and a budget.
- This initiative has been met and is being sustained.

Goal 2 Initiative 2: Enhance the quality of external and internal responsiveness across the institution.
- This is hard to measure; the original idea was to return email in a timely fashion, say hello / be polite to colleagues, reduce response time to external constituents.
- To respond to students better, consider using a capstone course to gauge what the expectations might be and which modes of communication are best used. Determine how we can best forge relationships.
- For the academic piece, how soon does an instructor respond to email and how to encourage that?

Goal 5 Initiative 1: Build positive long-term working relationships between the unions and the administration.
- Need to create a philosophical shared ownership with benefit and loss; make sure contracts are completed on time or early; have a sense of shared relationships; use external surveys; use open forums. An idea would be when having conversations between faculty, staff and administration, put students in the audience. Most anything we talk about should be about students and becomes a part of the culture, so students should be part of the conversation.
- Academic piece: Conversations in front of students could be a learning experience; i.e. for a management class.

Retreat and Fall Meeting Dates
Based on responses, the summer retreat will be July 12 from 8:30am-4:30pm; a location will be determined (IRC if available). Suggestions for the agenda:
- Revisit initiatives and come up with objectives to know if the initiatives are being met. Is there still value in considering initiatives to move forward or table; i.e., reassess each year at the retreat to resurrect, revise or drop. Planning is a process, and we need to continually review and revise.
- Position ourselves for 2010-11 toward furthering the Strategic Plan.
- We need some expertise, key accountable persons to detail what the issues are as a base for discussion and determining timelines. Vice Presidents will come with data prepared. Some topics are broader for everyone to participate in discussion, others are more divisional.
- We need focused discussion on certain goals and initiatives.
- We need to further discuss who this group is and what it is doing.
- We need to be realistic about resources and to know what should be the major topics/goals for funding.
- The “futures” task force recommendations.
- Check cell phones at the door!
Chair Leonard Johnson, Immediate Past Chair Robert von der Osten and President David Eisler will meet with new SPARC members prior to the retreat to provide background, updates and respond to questions.

The fall meetings will be the set each month for the second Tuesday from 3-5pm (the week following the Academic Senate meeting). Meeting notices will be sent.

Closing / Next meeting date:
Chair Johnson thanked members for their work. The next meeting will be at the July 12th retreat.

Adjourned 4:50pm
Submitted by Elaine R. Kamptner