**University of Baltimore – University Faculty Senate**

**Meeting Minutes: November 4, 2015**

**Attendance**

**Present:** Jose Anderson (Law), Sam Brown (CPA), Richard Bucher, (Adjunct – UFS Secretary), Stephanie Gibson (CAS – USF Vice President), Cassandra Havard (Law), Stanley Kemp, CAS, Mike Kiel (Library), Rajesh Mirani (MSB), Dennis Pitta (MSB), Sascha Sheehan - CPA, Julie Simon (CUSF), Colin Starger (Law), James Taggert (CAS), J.C. Weiss, (MSB – USF President), Joseph Wood (UB Provost). **Absent:** Jeffrey Ross (CPA), Kurt Schmoke (University President).

**Guests** included: Barbara Aughenbaugh (AF), Irv Brown (CPA), Candace Caraco (Office of the Provost), Steven Davidson, (APC), Roger Hartley (CPA Dean), Lucy Holman (Library), Nicole Hudgins (GEC Chair), Miriam King (EM), Mark Jacque (EM), Seyed Mohammadi (UBO), Paul Moniodis (OR), Susan Schubert (Office of the President), Harry Schuckel (UBO), Chris Spenser (CAS Interim Dean).

1. **General Business.** 
   1. UFS President JC Weiss called the meeting to order at 12:05 PM in the Bologomony Room, UB Student Center.
   2. Logistical and necessary items – The Minutes and Agenda were **unanimously approved.**
   3. The December meeting will be held in BC 135 and is scheduled to begin at 12 Noon.
2. **Provost’s Report**
   1. New Appointment. The Provost introduced Candace Caraco, Ph.D., who is the new Senior Administrator for Academic Affairs.
   2. Academic Overloads. The Provost summarized his 11/2/15 meeting with the State of Maryland Attorney General’s Office regarding course overloads and contract payment matters. In the meeting it was reaffirmed that activity outside the University relating to secondary employment (overload or contract) is limited to 20% of the normal work expectation with regard to time (100% hours), it is the clear expectation by the USM Board of Regents that regardless of whether the work is internal or external, there is an expectation of a commitment to full effort prior to the granting of any secondary appointment.
   3. Possible Collaborations. The Provost discussed three ongoing, but preliminary conversations regarding others interested in collaborating with UB.
      1. The University had been approached by a representative from the Bard High School Early College Baltimore about the possibility of collaborating with the University on the use of university facilities and possible use of UB faculty. As noted in its website: “Bard High School Early College (BHSEC) Baltimore is a four-year public school that allows students to take a two-year, tuition-free college course of study in the liberal arts and sciences following the 9th and 10th grades. BHSEC students graduate with a high school diploma and up to 60 Bard college credits and an associate's degree.”

There was general interest by the Senators with some noting that an additional benefit might result in Bard’s graduates having an interest in completing their baccalaureate education at UB.

* + 1. There have been faculty-to-faculty conversations with Coppin State regarding a collaboration with UB on a “center for urban science.”
    2. There have been some very preliminary informal discussions with BCCC regarding UB’s interest in providing instructional technology and other support to assist BCCC in increasing the quality of its campus programs.

1. GenEd Council. There was discussion regarding consideration for vote of the proposed General Education Committee organic document. The currently circulated document had not been vetted through all of the schools, and a request was made that such consideration be delayed until all colleges had time for a thorough review. The UFS agreedthat a vote would not take place at this time and that it would be on the agenda for discussion at the December, 2015 meeting, with a vote to be scheduled at a subsequent meeting.
2. Student Bereavement Policy. A draft student bereavement policy was discussed and President Weiss asked that it be presented to college faculty senates for their consideration and approval. He also asked the colleges for an early response so that a proposed policy could be considered at the February, 2016 UFS meeting.
3. Technology Committee. There was general discussion regarding the establishment of a UFS Technology Committee. The discussion was laid over to a future meeting pending clarification of committee composition.
4. Committee Tasking. Under UFS rules, committee activities must be approved by the UFS. After review of proposed committee tasking requests, the UFS **unanimously approved** all oftheir submitted and amended tasking requests.
5. Enrollment Retreat. A report on the conclusions of the Enrollment Retreat has been finalized and will be presented to University President Schmoke.
6. Budget Update. Harry Schuckel gave a budget update indicating that:
   1. revenue for this fiscal year should meet or slightly exceed projections and, at present, there is no anticipation of a mid-year budget reduction;
   2. UB may still have a structural deficit since tax cuts are being discussed in the Maryland legislature;
   3. A preliminary review of FY 2017 suggests a flat budget and possible need to increase tuition by three percent (3%).
7. Provost Search Update. President Weiss encouraged members to attend the two final faculty forums on November 5th and 12th, where the remaining candidates will have the opportunity to introduce themselves and answer questions from the UB community. President Weiss then suggested that the UFS have a faculty feedback forum prior to the search committee’s report so that the UFS, at its discretion, would have the opportunity to communicate its interests to President Schmoke and to the search committee prior to presentation of their report. He suggested that it occur on Monday, November 16th at 11:00 A.M., at a place to be determined. Hearing no objection he indicated that a meeting would be scheduled and that an announcement as to time and place would be forthcoming.
8. MSCHE Update. Darlene Smith gave an update and indicted that attention will be given to the previously unconsidered question of the quality and effectiveness of institutional administration.
9. Resolutions. Two resolutions were presented to the UFS for its consideration.
   1. To establish an ad hoc committee to review and monitor the issue of overload and contract payments matters. **The resolution was passed unanimously.** President Weiss appointed Deb Stanley as chair, with other members to be subsequently appointed jointly by the UFS president and committee chair.
   2. To allow a course release of one course per year for the UFS Vice President. **The resolution was passed unanimously.**
10. Elections. Vice President Gibson presented nominees for election as follows:
    1. USARC member: Frank van Vliet (MSB)
    2. CUSF representative: Audrey McFarlane (Law)
    3. Academic Support: Max Oppenheimer (Law)

Action: **They were elected by acclimation.**

She also indicated that three USARC alternates need to be elected, and further noted that the CAS intends to elect its member to the Work Life Committee on November 6th.

13. Adjournment. The meeting was adjourned at 1:51 P.M.