**UFS Agenda**draft 3/26/18 **Meeting: 4 April 2018
Bogomolny Room – Student Center
Lunch served at 11:30**

**Meeting at 12:00-2:00**

Members: JC Weiss(President/MSB), Stephanie Gibson(VP/CAS), Stephen “Mike” Kiel(Secretary/Libraries), Kathryn Summers (CAS), Greg Walsh (CAS), Rajesh Mirani(MSB), David Lingelbach(MSB), Michael Hayes(Law), Cassandra Havard(Law), Mortimer Sellers(Law), Ben Wright(CPA), Jeffrey Ian Ross(CPA), Jessica Sowa (CPA), Irv Brown(Adjunct Advisory Council), Julie Simon(CUSF), Darlene Smith(Provost), Kurt Schmoke(President)

Guests: Barbara Aughenbaugh(A&F), Catherine Anderson(Provost Office), Fiona Glade(Provost Office), Candace Caraco(Provost Office), Karen Karmiol(Provost Office), Alex Davis(OTS), Mark Jacque(EMM), Cathering Leidermer(EMM), Haitham Alkhateeb(CAS), Sharon Glazer(CAS), Stephen Shirey(CPA) Neb Sertsu(FMCP), Monique Clark(Langsdale), Laurie Harow(Staff Senate), Lucy Holman(Langsdale), Saley Farley(Honors), Chris Hart(OGPA), Suzanne Taber(OGPA), Bill Schnirel(Student Affairs), Shelia Burkhalter (Student Affairs), Mike Gosnell(Bursar)

* **Logistical items**
* Approval of minutes from March 2017. [Sakai]
* Approval of April 4, 2018 agenda [Sakai]
* **President report**
* Library renovation – The library will have a grand opening in September. The regents have approved a renaming to the Robert Boglomony library, which was a condition for some donors. This was cleared with the Langsdale family, and something currently to be determined will retain this name.
* Legislative update – A COLA of 2% beginning in the next academic year has passed in the general assembly. Some of the details or how this will be implicated are complex and a clarifying statement can be found in Sakai.
* Capital campaign – Consultants have asked the University to help create a vision for the campaign. Please send comments to help refine the initial whitepapers that have been generated in consultation with the Deans and other leadership.
* The president urges everyone to continue to reimagine the university. At a recent meeting of system president a suggestion was made to eliminate the process which attempts to prevent duplication or programs. Community colleges are likely to keep asking for bachelors, which will only increase the competitive environment in the state.
* A&F update - Beth was unable to attend the meeting but has already met with the standing academic structures in the colleges (4 academic areas). There is a detailed list that will be discussed with the executive leadership… and then more broadly. This was to generate the revenue ideas. Hopefully the list will be generated by the end of the month. Additionally, A&F has prepared the year end forecast, and the legislative session looks to be resolving with no further changes that will affect the budget. Internally, work is ongoing to finalize an operating budget for next fiscal year by July 1. The university has submitted tuition rates to the BOR which should be voted on in the next 90 days.

Discussion – In last month’s budget information, the estimated revenue was 111.5 mil. Is that still the case? Yes, the only change would come from 8 week classes which should be small.

Some updates on cost saving initiatives:
Bookstore - The bookstore will relocate to the student center 1st floor and textbook orders will be fulfill through an off campus partner. A bundle will be sent for students to pick up, this makes timely book orders from faculty crucial.

Discussion: Additional information about the text books procedures would be helpful… for example, can students buy books staggered for a course that requires many of them?
It’s unclear how staggered buying will work at this time, but the library will do everything it can to be supportive, we can make desk copies available as reserves and all faculty are encouraged to do so and plan ahead.
What would the cost savings be? Approximately 500k per year, largely in rent.
There have been some rumors that there will be no B&N at all, is that true?
The store will remain just in a different place. Some faculty noted this was important as a university should have a place to buy books.

Shuttlebus – In the fall we will be cutting times with no ridership, Friday possibly.
Change in mail delivery – By switching to a sing drop off point with boxes for a whole building savings equivalent to a position can be realized.
Student center management – This will now fall under auxiliary services instead of Student Affairs

* **Provost** **report**
* SPBC next steps (strategic plan goal teams) - A plan was presented for feedback which outlined administrative participation in groups to implement the strategic plan. The intended structure is similar to the budgeting communication mechanism and in many cases adapts existing groups and committees. A draft document is available in Sakai.

Many faculty were very concerned at the lack of clarity as to the extent of faculty representation on the working groups. Concerns were expressed that the document suggested token faculty input and a large number of administrators. UFS leadership noted that there was an urgent need to recruit individuals with aptitude in the areas in which they would serve as these groups will convene initially in a few weeks time. Because an attempt will be made to link to the goals to annual operating plans it would be important to set initial priorities before faculty are off contract.

**Diversity Plan –** A draft will be presented for feedback by the end of the month. Additionally on April 16th some faculty are attending a symposium on faculty diversity.
* Key student success initiatives – A document is available in Sakai which summarizes SAT scores and Graduation Rates. SAT Scores - UB has a wide spread in SAT scores compared to other schools, moving forward we are going to try and increase our lower quartile which should improve retention. The university will also implement more high impact practices in GE courses.

Discussion: Are SAT scores mandatory? Yes, for freshman, but we might look at different evaluation criteria moving forward. Perhaps GPA might be a better predictor.

Do we see drops in scores as we get closer to the semester starting? We know that students who register late an have unique challenges and so they get the same touch points as someone on probation. ALC and Nicole Marano have also done more outreach to this population.

Graduation rates - Currently UB has room for improvement on retention rates. While trending up for transfers, we would like to aim higher especially for freshman. There are observed correlations in problems with math courses. The second goal team from the strategic planning groups discussed earlier in the meeting will be involved in examining admissions in terms of math skills and scores as well as student support. Faculty noted that it would also be useful to look at a profile of successful UB students rather than examining deficits in skills.
* Civic learning workforce –A Board of Regents taskforce is exploring whether universities should be more engaged in citizenship and responsibility. A summary document is available in Sakai.
* FTP program update – The University is discontinuing this program, which taught here who were low performing in conjunction with CCBC. It diverted recruitment efforts and we have had more success with summer achievement, but we are looking for ways to collaborate with CCBC
* Fund for Excellence – There are 17 proposals which in total ask for more money than is available. The proposals cover all kinds of topics, and recipients will be notified in a few weeks.
* Program name change – The College of Arts and Sciences would like to change the name of the master publication design to integrated design. Approved Unanimously ACTION 18-21
* **Marketing and enrollment**
* Brand launch feedback - Faculty were thanked for their attendance at the brand rollout, and there was a Q&A and discussion of additional feedback:
* Faculty were assured that messaging **will** involve the College of Arts and Sciences.
* Faculty noted that it seemed like the firm listened to feedback.
* Many individuals mentioned the resonance of the word “forged”
* It was noted that the brand seems to revolve around community, but the University lacks a structure to promote this effectively.
* The style guide for the brand calls for different typography. Can all faculty access the fonts? Not at this time, as it would be cost prohibitive.
* How will the brand be implemented on social media? Marketing is talking about that with FUSE ideas and stakeholders. Bring on the suggestions!
* Enrollment update – None at this time.
* **UFS President’s report** **& discussion**
* Mission statement approval
Some senators noted that they were concerned that the new mission statement had not been approved by the UFS as it had in previous iterations, despite it informing much of what the University is doing. Some faculty felt that there was extensive and adequate opportunity for faculty input in the shaping of the statement, but others did not believe there was adequate representation.

A resolution was introduced which noted the Senate’s expectation that future changes to the mission would involve a final vote by the Senate. Approved with 1 abstention and 1 opposed. ACTION 18-22
* Nominations update: To elect new officers a nominating committee of senators from each school is required. The names of new members of the Senate should be submitted by April 16th. Michael Hayes will serve as the chair of the committee consisting of Jessica Sowa, David Lingelbach, Greg Walsh, Michael Hayes, Mike Kiel.
* Election of CUSF rep for term balance – Because of the departure of the faculty member serving as CUSF representative, Haitham Alkhateeb was elected to fill the remainder of the term. Passed unanimously. ACTION ITEM 18-23
* Closure of Mt. Royal Ave. – The UFS President noted his long standing goal to close off Mt. Royal in front of the student center for pedestrian benefit.
* Bylaws committee – A committee of the senate is currently considering a number of issues in consideration of a new set of bylaws to be presented before the May meeting. Items under consideration include:
* Parliamentary authority
* honorary degree language
* new committees
* structures
* task forces
* incorporating committee language
* senate votes
* general procedures
* **Committee** **reports/actions**
* Faculty Work Life – Nothing at this time
* APC
* Policies –
Transitional Terminal Leave – This more closely aligns UB with USM policy. Passed unanimously. ACTION 18-24

Early Entry admission charge – Allows for the first year of legal education in the 3x3 program to be charged at the undergraduate rate for UB undergrad only, a competitive advantage. Passed unanimously. ACTION 18-25

Second masters in MSB – Allows students to double count up to 12 credits in MSB for a second masters, increased from the previous limit of 9. Passed unanimously. ACTION 18-26

Reuse of Credits– Students may use an individual course in pursuit of a maximum of 3 credentials. Individual programs can specify policies which are more restrictive. Passed unanimously. ACTION 18-27

Non-attendance drop policy - Mark Jacque gave a short presentation demoing how this policy would be implemented. Faculty will need to check a “never attended box” after drop add or enter a last attended date when assigning a grade.

Discussion:
Will this process allow students from the waitlist to join the class? As it will happen after a class meets at least twice, it would be too late to impact waitlists.
What about a student who leaves and come back? Faculty would enter the date when the student hit the cutoff for FA.
How would this apply to online courses? Attendance is defined by faculty in terms of participation.
Passed unanimously. ACTION 18-28.

* **Items for CUSF** **/ CUSF update –** None at this time
* **College/School** updates (time permitting)
Dean Lucy Holman reminded faculty about the inspired discovery deadline for submission on Friday – the event itself takes place APRIL 27th. The library will be closed for the move on May 24-25-29, there will be a great opportunity for everyone to see the new building through the President’s open house in the fall.

**Important upcoming dates**

* Spring Commencement: May 23, 2018
* UFS 2017-18 meeting dates:
* 4/4/18
* 5/2/18
* (5/16/18 if necessary)