**UFS Minutes**

**Meeting: Mar 9, 2022**

**Attendees:** Mike Kiel (Senate President)**,** Aaron Wachhaus Al Gourrier, Alan Weisman, Alex Davis, Alicia Campbell, Andrea Cantora, Antieris, Barb Aughenbaugh, Bill Boyd, Candace Caraco, Catherine Andersen, Chris Hart, Christine Spencer, Cindy McGowan, Constance Harris, Dan Gerlowski, Dan Mills, Danielle Fowler, Danielle Giles, Dave Bobart, David Lingelbach, Deb Stanley, E. White, Frank van Vliet, Gabriela Wasileski. Ivan Sascha Sheehan, J.C. Weiss, Jason Kunz, Jeffrey Hutson, Jeffrey Ian Ross, Jennifer Keohane, Jim Campbell, JJ Chrystal, John Chapin, Julie Simon, Karen Karmiol, Karyn Schulz, Kathea Smith, Keith Merryman, Kristen Eyssell, Kristi Moore, Lakeisha Mathews, Laura Wilson-Gentry, Magui Cardona, Maribeth Amyot, Marilyn Oblak, Mark Jacque, Michael Frederick, Michael Hayes, Michael Shochet, Michele Cotton, Mikhail Pevzner, Mortimer Sellers, Nico Gleeson, Nicole Hudgins, Nicole Marano, Nicole Munchel, Paul N Moniodis, Phillip Korb, Praneet Randhawa, Roger Hartley, Ron Castanzo, Roxie Shabazz, Sally Farley, Sally Reed, Sean Hogan, Seyed M., Sharon Glazer, Theresa Silanskis, Vicki Schultz, Vineda Myers, Will Pesta, Wolf Pecher

The Meeting was called to order at noon

***Logistical Items***

The agenda and Minutes (Meeting on February 9, 2022) were approved.

***Information Items and Announcements***

***Enterprise Resource Planning (ERP) update***

David Bobart (VP for Technology and CIO Office of Technology Services) gave a brief update on the status of the transition to Workday. UBalt has been using PeopleSoft for about 20 years. However, since PeopleSoft will not be supported anymore by 2030. Replacing the system is a long process that takes at least 6 years. UBalt partnered with 4 other USM institutions, including Coppin, Bowie, and Salisbury. Workday provides many improvements, including replacement of paper-based processes. It is ADA compliant, and cloud based, which eliminates the need of expensive updates. Furthermore, the system is updated and improved every 6 months. USM is funding the transition. The Faculty representative on the transition team is Danielle Fowler (Assoc. Professor, MSB).

**Action Items**

***IDIS program at Shady Grove***

The College of Arts and Sciences proposed to offer its BA in Interdisciplinary Studies at the Universities at Shady Groves. Christine Spencer (Dean of CAS), Catherine Andersen (Interim Provost), and Candace Caraco (Associate Provost) explained that Shady Groves voiced interest to have a degree completion program on their campus to address workforce needs of the region (Montgomery County). Discussion on implementing a program such as IDIS have been ongoing for a couple of years now. Initially the program will be implemented using a cohort model. This allows to discuss what the needs are and develop the course offerings, course modality, and schedule over time.

Discussion/Comments

The question was raised whether the programs have to offer the courses at Shady Grove. Christine Spencer pointed out that Shady Grove already is flexible and allows course delivery online or via zoom etc. Catherine Andersen also indicated that, if a course cannot be offered at Shady Grove by UBalt, interinstitutional agreements can be negotiated. Candace Caraco reiterated that this concern is one of the reasons to implement the program using a cohort. This allows to identify what course to offer and discuss course modality etc.

The proposal was approved (11 votes in favor, no abstentions)

**Discussion Items**

***Police Merger***

Beth Amyot (CFO & VP Admin & Finance) provided an update of the merger of the UBalt Police with the University of Maryland, Baltimore (UMB) Police. The merger should be finalized by March 28, 2022. UMB will provide police services to UBalt. The UMB Police is armed and accredited. UBalt will be a post and officers will be assigned to UBalt. The UBalt Police Department is dissolved. In case of an emergency 911 should be called. 911 calls will be dispatched to both, the City Police and the UMB Police. UBalt’s security ambassadors will continue to provide non-emergency services. Security ambassadors are supervised by Keith Merryman (Coordinator of Security). Jason Kunz (Acting Police Captain) will be hired by UMB and serve as liaison to UBalt.

Discussion/Comments

The question was asked whether UMB police would be visible again during evening hours. Jason Kunz confirmed that Police will be visible in the main corridor. It was reported that there were occasional delays in unlocking classrooms in the evening and it was asked if this could be a staffing issue. Beth Amyot and Keith Merryman confirmed that there are currently 4 vacancies. UBalt already has reinitiated hiring for these positions.

***Masking and Contingency Plan***

Beginning March UBalt removed the mask requirement for indoors events and classrooms. It was asked whether the policy could be rolled back, especially since some students who are taking face to face classes are worried about the change. Sally Reed (Associate Vice President & Chief Human Resources Officer) confirmed that policies can be changed. UBalt continues to monitor COVID-19, and follows the guidance that is available. It was recommended that the Administration should clarify what guidelines UBalt would follow in regards to COVID-19 requirements.

***Naming of Buildings***

Theresa Silanskis (Vice President, Institutional Advancement) presented an overview of the rules and procedures on naming buildings. In general, naming of buildings has to be approved by the Board or Regents. There are two avenues, philanthropic naming and honorific naming. Philanthropic naming involves a financial gift of a certain percentage of the costs of the building. Naming a building in honor of a person requires that there is a strong connection of the person to UBalt. Furthermore, buildings cannot be named after a current employee. A former employee can be honored if the end of employment was at least a year ago.

 ***Marketing***

Daniel Mills (Sr. Director Marketing & Communication) presented examples of the branding campaign that included adds for digital kiosks, static and animated online adds, as well as adds for LinkedIn, Twitter, and Reddit. The campaign focusses on brand awareness.

Discussion and Comments

The marketing campaign focuses on the entire University, and not on programs. It was asked what can be done to raise the visibility of niche programs. Theresa Silanskis pointed out that EAB was working on advertising programs. What was missing is brand awareness.

***Budget update***

Beth Amyot provided an update on the budget. Looking at a long-term perspective, there are significant budget challenges, in part due to declining enrollments. The budget is out of balance, but UBalt has been able to manage the budget without tapping the reserve funds. Because of that, UBalt is in good standing with USM.

Despite of lower enrollment in the fall, losses could be offset and the budget was in the positive. In addition, federal funds were received that provided an enormous budget relieve. However, these funds are not permanent. Regardless, the overall outlook for the upcoming year budget is good. While due to Covid state funding was reduced, the proposed new state budget, if passed will restore possible losses.

The question was asked if there will be additional cuts. The Senate was informed that for the upcoming year no additional cuts are anticipated, however, additional reductions may be necessary at a later time point. In the longer term ideally, reductions need to be more strategic. The University needs a 5-year vision which will help to be more strategic. The senate was informed that the Provost Office and the Office for Enrollment Management are working closely with the Deans to identify possible areas were growth can occur and how resources can be shared effectively across institutions.

Discussion/Comments

The senate inquired whether we have enrollment projections for the Fall 2022. As a University as a whole, the projection was 3,461 students. It was further asked that, if the target of 4,000 students was met, would UBalt still have a structural deficit. The senate was informed that even with an enrollment of 4,000 students, UBalt likely would need to reduce spending by 6 to 7 million dollars. It was pointed out however that his number is an extremely estimate.

The meeting was adjourned at 2 PM

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