**DRAFT UFS Minutes**

**Meeting: 2 September 2020**

**Zoom**

Attending: Stephen "Mike" Kiel, Tina DiFranco, Sally Farley, Catherine Andersen, Kathea Smith, Sharon Glazer, Aaron Wachhaus, Alan Weisman, JC Weiss, Lorenda Naylor, Shirley Mohammadi, Christine Spencer, David Lingelbach, Irvin Brown, Frank van Vliet, Mortimer Sellers, Candace Caraco, Seyed Mohammadi, Wabei Chitambala, Seth Kamen, Maribeth Amyot, Kristen Eyssell, Laura Wilson-Gentry, Karen Karmiol, Michael Hayes, John Chapin,

Ron Weich, Betsy Yarrison, Magui Cardona, Greg Walsh, Zach Luhmen, Elias Nader, Alex Davis, David Bobart, Angela Vallario, Sally Reed-Aro, Jeffrey Ian Ross, Vineda Myers, Barbara Aughenbaugh, Neb Sertsu, Victoria Schultz, Nicole Marano, Jeffrey ?, Michael Frederick, Carol Descak, Mary Beth Waak, Roger Hartley, Marilyn Oblak, Bill Boyd, Ron Castanzo, Paul Moniodis, Anthony Butler, Heather Pfeifer, Suzanne Tabor, Frank van Vliet

Senators introduced themselves.

**Consent Agenda**

*Logistical Items*

* The August, 2020 minutes: Passed
* The September, 2020 agenda: Passed

*Information Items*

* Update from GSC on the status of University Wide Committees
* Report on 19-20 conduct cases from SSSS
* General Studies Completer Degree Taskforce
* Faculty Studio Updates
* Old Prior Learning Policy

The Comment Portal for the Board of Regents task force closes Labor Day; Military deployment and Student conduct still open; Request that the Board of Regents Task Fordce acknowledge receiving feedback

**Action items**

* Library Faculty Senate Resolution on Diversity

Resolution from Library Faculty senate regarding diversity. Diversity is very important and would like leadership to review the vacant position in Diversity and Culture. M/S adopting the resolution. Do we have a protocol for how to process a resolution to the Colleges? Do we send to other colleges or directly to UFS? Historically it has worked both ways. Preference for individual schools to process first so senators can represent. Point of order: Chair cannot make motions. Previous motion withdrawn. **M to table and send to colleges/S/ motion passes unanimously. .**

* UFS Committee Charges
	+ APC – Prior Learning, Course Definitions, Online Proctoring, and Continuous Enrollment (Academic Policy committee)
	+ GEC – New assessment plan, Reexamine charge and membership
	+ ASC – Reexamine charge and membership, Engage faculty in assessment of preferences for delivery of support services and needs for remote library services (Academic Support committee)
	+ All Other Committees – Report to VP by October meeting on what the committee **should** be doing this year

**M to approve all committee charges as amended (with reexamination for all committees)/S/Passed unanimously**

**Strategic discussion Items**

* Next steps for the anti-bullying policy

This has been on the back burner for some time. Faculty are not covered by other policies. If faculty are bullied there is no system to track it and follow up on it. Affects morale. Some senates have passed the policy. Business school has not passed this. CPA did. CAS not sure. Law school commented in 2019. The policy has been sent back to the colleges for discussion. Mike will send out the most recent policy.

Catherine reported that some of the comments on the Student Code of conduct have been uncivil. Only executive sponsor sees comments. For academic comments Candace shares with APC. For administrative comments Catherine and Nicole have them. Suzanne covers administrative policy comments. Request for an example of what constitutes “bullying” in comments. Example of bullying comment “That office is dysfunctional”

* What is our timeline for budgetary decision making this year?

Need to make changes to realign cost structure with UB’s future. It makes sense to have the Board of Regents task force report to help us align with USM. Their report should be issued 9/30. Budget needs to be finalized by end of Feb/early March for July 21. The process needs to be ironed out – how we engage everyone moving forward. [Beth kept clipping in and out and I didn’t get all of her comments]. We can spend more time in October. We have a history of not speaking transparently about budgetary matters. We must face reality. The same might be true about enrollment reports. The urgency seems to be ignored. Are we taking all our decision making from system now? Have we lost freedom of action because USM centralized control? The focus for several years has been solely on the academic side of the house in contrast to other areas of the institution. The pandemic is hitting other schools in ways different than for UB. It might be a good time to have this conversation because it makes us part of a larger communication. Carol Desack reports that the Deans get a report comparing this year to last but she isn’t sure how widely this is distributed. It was suggested that reporting be broadened beyond the leadership team. Who is responsible for implementing the Board of Regents task force report? Kurt and the Board of Regents and Chancellor. Should we create scenarios and plan? Deans have started talking about this with the Provost in prep for how we might be reduced. What do we absolutely do not want to change? Based on our mission.

* Fall Enrollment
	+ What is our enrollment status?
	+ What can we do to reduce barriers to retention?

We are at 98% (4232) of goal. A lot of things are happening even this week. 57 students were enrolled just this week. New marketing campaign launched with the theme “We Were Built for this”. MSB seems to be the biggest “problem” for enrollment. Other institutions are not seeing the same trend. The applicant pool is down. MSB set aspirational goals rather than budget goals. Their explanation is 10% the Corona virus and 10% international. Undergrad levels are astonishingly low right now. Are there barriers to retention? Within CAS we have problems with our advisors – they are split up. They cannot provide us with input because they are too strapped. Processes have been damaged. Admissions is mapping how students get from enrollment to other layers. We need to be staffed for capacity.

We need a CUSF alternative

* Beginning Spring Planning:
	+ Assuming the public health situation is the same and we are essentially entirely remote, what kind of information do we need to gather in order to improve?
	+ If we can have more campus access, but to the same buildings, what would our most important priorities be?

Kurt asked us to do this. What information do we need to gather this semester to improve next semester? How to prioritize. We need mid-semester evaluations. Faculty need access to office with some regularity. Students should be asked early on: Do you feel connected with instructors and fellow classmates? Have opportunities been made to create a sense of community? Students want to see the library open.

We might also ask some of our student representatives because students might be more honest with other students. When will we be deciding if we go online for spring? Kurt is leaning toward all online again but wants to make the decision early (mid-October). Lab classes are in buildings that are not open. LAP And Academic center should be considered important.

Might want to capitalize/advertise our unusual “online” hybrids. Surveying students should be systematic overall the university. It might be helpful for us to have a concierge to help students navigate problems.

* How can we support students serving as election personnel?

We did not discuss this.

Mike will send out current version of anti-bullying policy. We need to elect people as alternate to CUSF. CUSF advises the chancellor. CUSF dates will be sent out. We also need to populate some UFS committees.

Respectfully submitted,

Kristen M. Eyssell

Co-Secretary, University Faculty Senate

Upcoming

* UFS 20-21 meeting dates (all on Zoom)
	+ Oct 7
		- USM workload policy
		- Planning for the Spring (cont.)
		- What do faculty need to know to understand the budget?
		- The BoR Taskforce Report
	+ Nov 4
	+ Dec 2
	+ Jan 20