**UFS Draft Agenda  
Draft Version  
April 1, 2015, SC Bogomolny Room  
11:30 Lunch  
12:00-2:00 Meeting**

Please note that each agenda item has an indicated number of minutes associated with it. For example if a [5] appears, the agenda calls for 5 minutes on a particular item. Please also note that documents either posted on the UFS Sakai Site or those intended for posting on Sakai are marked [Sakai]. We ask, of course, that everyone prepares for the meeting adequately with thoughts ready on agenda items and also that we do our best to be parsimonious in our comments while respecting everyone’s right to speak. Naturally communication outside of the meeting is encouraged to make each of us better prepared. The UFS, at the discretion of the Executive Committee reserves the right to schedule a follow up meeting one week hence 4/15/15 () to complete discussions and actions of agenda items not addressed at this meeting.

1. Logistical and necessary items [5]
   1. Approval of minutes from March 2015. [**Saka**i]
   2. Approval of April 1, 2015 agenda [Sakai]
2. President’s Update [20]
   1. Enrollment Prospects – Fall 2015
   2. Budgetary Prospects – Current and Next Fiscal Year
      1. Implementation of current “cuts” and cuts for next fiscal year
      2. Process for input/consultation on budget developments.
   3. Receipt of final report of Strategic Enrollment Planning Steering Committee
      1. Next steps.
3. Provost’s Update [15]
   1. Unfortunately Provost Wood is called away on university business. In his stead he has asked Catherine Andersen to present implementation on our “policies on policies”. This is the document worked on some of UFS. The link is at Here is the link to the process for academic policies:  <http://www.ubalt.edu/about-ub/offices-and-services/provost/policy-review/academic-policy-process%20.cfm>.
4. **Action Item** UFS Executive Committee. Action Item from Executive Committee. Two motions affirming a UFS committee charge.

(1) The University Faculty Senate affirms its general charge to the Faculty Appeals Committee as stated in http://www.ubalt.edu/about-ub/shared-governance/University%20Faculty%20Senate%20Committee%20Charges.pdf (page 9). This affirmation also corrects a reference (line 13) to “seven” voting members while the remainder of the document refers to, and lists, five members. This charge is intended to replace text in the appeals policy that addressed composition of the appeals committee prior to creation of the College of Public Affairs and addition of professional librarians as faculty with rank and continuous appointment. Modification does not affect procedural elements of the policy.

(2) The University Faculty Senate asks the University President and Provost to implement steps necessary to modify university policy as displayed at: http://www.ubalt.edu/policies/faculty-affairs/appointment-rank-tenure-promotion-retention/promotion-tenure-UB.cfm to be consistent with the UFS committee charge, where appropriate..

1. Greetings and introduction to the UFS from The Bob Parsons Veterans Center <http://www.ubalt.edu/campus-life/veterans/> Frank LePage [10]
2. **Action Item**. Identification of a UFS representative to for the Middle States Steering Committee [5]
3. **Action Items** – UFS has received items from UFS/APC [15]
   1. Recommendation to establish a University Faculty Senate committee whose purpose is to evaluate the applications of undergraduate students applying for admission to the University of Baltimore who do not meet our admission requirements. See below.
   2. Recommendation on incomplete grade policy.
4. **Action Item** – UFS needs to forward to President Schmoke 2 names of faculty as potential members of a University Wide Search Committee for a Provost. [5]
5. **Action Item**. UFS Executive Committee. Issue of colleges to relate to student complaints in online courses. Proposed resolution of approved syllabus language. Gibson, Simon, Walsh [5]
6. Final Version SEPSC Report – UFS role in moving forward, recognizing input from constituent senates. [15]
   1. Proposed Resolution:   
      Text offered as placeholder based on notes of meeting. UFS recognizes that the efforts of the SEPSC fell short of UFS expectations its work. The institution has only a vague understanding of the Fall 2015 enrollment strategies and less than a hint of what is to drive us forward after that. Under President Schmoke’s leadership the UFS is optimistic that there is a clear set of next steps to be taken involving the colleges more directly as the University clarifies its identity and takes meaningful steps to grow successful academic programs. The UFS pledges its full support to President Schmoke in this effort and encourages him to consider the areas of expertise available to him on campus from the Faculty. The UFS recognizes the efforts of its representative, Heather Pfeifer as exemplary and congratulates and recognizes her.
7. Continued Discussion of late registration resolution. [10]
   1. The original resolution.
   2. New discussion, some data to be available.
8. UFS Officer Elections – Kemp [15]
9. **Update – UFS Task Force for Planning of Continuing Education Efforts.**  At our February meeting the UFS recommended that a group of interested parties from the Senate, including Jose Anderson, Joseph Wood, and J.C. Weiss return to the UFS’s April meeting with a plan, for potential endorsement, for the University to become more involved in generating revenues in a “continuing education” format. **[5]**
10. **Update Further drafting, steps towards implementation of Honesty and Integrity project – UFS/ASC Walsh [5]**
11. Motions from UFS/Research Council.
    1. MOTION #1: That a new step will be implemented in the process that produces the Accomplishments Report for Academic Affairs, such that the Research Council will review the report and provide feedback before it is disseminated. The Research Council guarantees a response time of two business days.
    2. MOTION #2: That Academic Affairs would collaboratively establish and publish a collection and dissemination schedule for the Accomplishments Report, so faculty and staff can plan and more proactively participate in the Accomplishments Report.
    3. MOTION #3: That the Research Council accept the proposal with one modification, that the Provost would help the select and fund an external facilitator (Option A) to conduct the faculty focus groups. Should this funding not be available, the Research Council would rely on an internal facilitator (Option C).
12. **Action Items (2)**
    1. New Post Baccalaureate Certificate in [Trauma] – CPA Trauma Informed Post Baccalaureate Certificate
    2. Post Baccalaureate Certificate name change and program revision – CAS – User Experience (UX) Design
13. Reading in of UFS committee reports. When received, as needed, items may be added to this or future agendas
    1. APC
    2. WLC
    3. ASC – addressed earlier
    4. RC – **[Sakai]**

APC Recommendations (2)

1. On the question of developing an admissions policy for Freshmen beginning with The Fall 2015 term the APC recommends that the UFS create an Undergraduate Freshman Admissions Committee to review applications that fall below the Standard admissions criteria used by the University (i.e. usually referred to as “Exceptions”).
   1. Rationale: The Committee did not feel that there was a need for a broad and encompassing Admissions policy. Many of the questions about admissions policy seemed to revolve around students who were admitted, but did not meet the minimum University admissions standards; also called “Exceptions”. Therefore, the APC would direct the attention of the UFS on the Admission of “Exceptions”.
2. On the question of developing an Incomplete Grade policy the APC recommends that the following proposed policy statement be added to the catalog : An incomplete grade will not be considered prior to the official withdrawal deadline of each semester. After this date, an incomplete may be granted at the discretion of the instructor and the appropriate dean’s office based on an unanticipated extenuating circumstance.
   1. Rationale: The Committee realized that after a close examination of the definition of “incomplete grade” in the catalog that there was no accompanying policy that stated when a student could request such a grade. While there is language in the catalog that defines “incomplete grade”; there is no stated policy. This proposed policy is recommended to remedy this oversight.