**University of Baltimore Staff Senate**

**AGENDA**

Monday, December 11  
11:00 a.m. to 12:00 p.m.  
BC 143

1. Chair Report: 5 minutes

* Motion and Agenda Approved
* Maryland Charity Campaign - Please donate. Ends December 31st. There are raffle items for participants. You can do a one-time donation or bi-weekly donation.
* BoR Awards – Due January ?? Sally will send email to faculty and staff with specific information and the date. You can email staff senate and we will help steer you in the right direction. Two page document coming out soon on how to write a nomination.
* Two events
  + This Thursday, lunch at the Dukem. Meet in plaza or there.
  + December 19th 5:30pm– Movie night. Home Alone Allowed to have food in Learning Commons, so we have moved it to this location
    - If you have another movie recommendation, you can email us. If we are successful we can have another one.

1. CUSS Report: 5 minutes

* Meeting scheduled tomorrow at USM office.
* In October, CUSS, CUSF and Student Council – system ombudsman person role was submitted to the chancellor. Maintain confidentiality.

1. CAS Report: Dean Christine Spencer (20 minutes)

* 80th anniversary of the college. Formed as an undergraduate level law and business program. As standards changed, in 1937 a junior college was formed to give the basic education for the legal education. We have 4 division and 11 UG degrees and 7 grad degrees. Forward focusing degrees. (Handed out pamphlet on CAS)
  + Design programs
  + Completer degree programs is transitioning to design your own major/interdisciplinary.
  + Jurisprudence – honors program if you are looking at legal education.
  + A lot of our degree names have not stood the test of time, so we will be updating them.
  + Environmental sustainability program – What our urban resources do we have?
  + Graduate programs
* Coming up
  + Video game exhibition – game design capstone – tomorrow night (12/12/2017). You can come and try out the students’ games.
  + Creative writing program – We have a couple well known writers. Authors publishing for NY Times, Salon, book release by Little Brown.
    - Data analytics – Authors are learning they need to understand numbers and analytics going forward. We are including this with our undergraduates educational experience.
  + Helping individuals navigate rent court. Student experience.
  + Study abroad programs. Cuba again this year. We have a number of MOUs with universities in Portugal, France, Spain for graduate student exchanges and study abroad.
  + Q. (J. Brenner) How are the enrollment numbers?
    - Overall looking okay, but psychology is looking soft. We are down an advising so we are looking for a replacement. Psychology is usually very strong so we are anticipating it will pick up.
  + Q. (J. Hale) Is there any chance of getting the authors here for an event?
    - Sure, that is a great idea.
    - (J. Hale) Getting them on the stage together would be fascinating.
      * We have readings more than lecture series, but it’s a good theme idea. We can look at it to set something up in the spring.

1. Law School Report: Dean Ronald Weich (20 minutes)

* Remind me to provide update on the ID policy.
* Law school is going well. We are in the middle of exam period. It has been a successful semester for us. The highlight and challenge of our semester was the American Bar Association (ABA) came to evaluate this. They were in classrooms, spoke to professors, students and staff. They said we are doing well. We haven’t gotten the written report, there will be some technical requirements we need to improve upon.
* We will initiate a new strategic plan process in the spring, as ours is up in 2018. It is always interesting to see where you are, and the ABA self study provided a lot of this insight already. New plan for the next five years.
* Law school enrollment took a pretty steep dive from 2010-2012 to now. In the old days, the law school would enroll 350 students, now we are consistently at 200 students entering a year. We hope to be able to grow a little bit. The regional rate for the JD was approved, which some of the other graduate programs were approved for last year. (Describes regional tuition rate areas). Some schools it is hard to compete with on prestige, but others it is a matter of money.
* Upcoming events:
  + Public interest auction February 23rd - We welcome everyone to come to our events.
  + Many lectures in the spring, watch the Daily Digest for announcements
* ID Policy update – as leader on this committee
  + Excessive openness of the building. There is no requirement for visitors to sign in. Police don’t know who is entitled to be here, so reluctant to tell people to leave. Wide representation on the committee. There were 20 people around the table at any given time. People should be wearing their identification. If police can see who is a committee member, or temporary id for visitors. Then the police know who to stop and ask what is your business here? Police will be more aggressive in engaging with those without IDs. We don’t have the physical infrastructure or staff to be able to implement stronger systems that some other institutions you may have seen. This is moving forward. The comment period is officially closed. We are done accepting comments. We are going to be moving forward with implementation, but we always accept comments as it will continue to evolve.
* (J. Hale) Faculty came in and talked about different ideas after the election. If there is another one of those, I would enjoy it?
* (B. Boyd) Have you thought about Shady Grove?
  + JD is heavily regulated by ABA, and they discourage satellite campuses.
  + Non-law programs, so maybe those. It is daunting to think about creating a whole new program down there. For law, a lot would drive up the road, so it would need to be people who would not otherwise be willing to travel.
    - Grad tax is online in synchronous. Family law is going to move online.
  + We want to see the market first.
* (Senator)Any thoughts on the police hearings going on?
  + Asked for law professors to serve as legal advisors during the hearings. I served and others did participate. I wasn’t asked for legal advising, but others were. It is hard to assess individual culpability for systemic problems.
  + (Constituent) Did it have to be unanimous?
    - Each of the panels found unanimously against.
  + (S. Reed) – I think it would be helpful for the community to learn about the clinics, what they do and who they serve? Especially as the campus goes through the budget issues, to show the critical areas of public wellbeing. They are doing incredible things and we should promote what they are doing more internally and externally.
    - So proud. We are ranked 12th in the country. You are right to raise the question of how clinics have grown in a time of difficult funding. We have had Maggie help us with grants. We secured several grants to help fund clinics. We have 13 clinics. They must have very small student-faculty ratios in the work that they are doing. (Identified the list of clinics)
  + Separately, we have centers, which are not expensive at all. These are faculty interest areas. Child and Family (CFCC) has nice grant funding that engages in a number of projects throughout the city.
  + A dozen faculty have left over the last several years, two more leaving this year. We are going to be part of the team effort in solving the budget issue.
  + (J. Hale) – If you want to donate to a good cause, we have many at UB you can select on the Maryland Charity Campaign.

1. New Business: 10 minutes

* BoR – We had a winning packet last year, you can contact Rebecca Spence if you want to see a copy of it.
* Senators requested some information and we have received that. The senators will be meeting to discuss the information. We will discuss at the January meeting.
* K. J.) – At Faculty Senate – President reported there was a presentation from UMUC about a non-profit organization that runs administration functions and metrics, called Ventures. It was something that all presidents were asked to look at. It would replace administrative functions here. Finance, enrollment management, etc. Non-student facing areas, but it encompassed a lot of areas.
  + J. Hale – 3 consituents have asked about this after the meeting. President has not met with UMUC about it.
  + D. Smith – UMUC spin off part of its administration. Improve their flexibility, agility and to reduce costs. Translate those cost savings to tuition savings for their students. Cost model. They have now received permission to create 4 new entities – private entities. The first is around technology. They outsourced their OTS operations. Employees were offered to migrate over, and become private employees, not state employees. They are now offering these services to other institutions.
    - Unless you are exceptionally large, universities are looking at ways to gain greater efficiency. We will be meeting, initially this afternoon with UMUC, and at least one other university. Everything is on the table in terms of looking at our business model. Just because we are exploring things, doesn’t mean we are going to them. We must turn the rocks over and look at them, the implications that flow from them.
    - We would be developing RFPs, service requirements, it is a process of analysis before we would reach implementation of this, if we even decide to look at this as an option.
    - What is interesting, these are still start-ups. They are looking for employees and clients.
    - (J. Hale) Who would be in this meeting?
      * This is shake your hand, say hi. It is not a details meeting. Provost and President meeting with UMUC.
      * We will continue to work with enrollment and budget challenges.
      * We had a 2 day retreat examining academic programs. A lot of really good discussion. Realignment, renaming, etc. We are getting that piece of information. All the position heads were asked to model 5, 10, 15% budget cuts and the level of pain. We are looking at consolidated services across the campus. We are looking to get financial stable and healthy
  + Community Town Hall Friday, February 2 at 10-12. Wright Theater
    - (L. Harow) We might want to look at the largest venue for this event due to the heavy interest.
    - Okay, we will look to see if it is available.
  + B. Augembaum – New CFO will be in Baltimore for a few days next week. I email her regularly. In addition,
    - The university has a hearing on legislative issue. They will want to talk about 17, 18, 19 and next 5 or 10 years. Where do we think we will be?
    - Legislative analyst was in the loop.
    - We are balancing for FY 18. We are required to balance the budget. We are managing that with a microscope. We need spring enrollments and do analysis of that. This will begin the later part of January.
    - February – start the internal budget process
    - Furlough budget amount that we needed was taken from every single position and returned to system. Salary savings, we are tracking on regular basis.
    - Savings on reduced G & A. Looking at all requisitions over $7,000.
    - FY 19 – Looking at the modelling that was done. There are multiple pieces, and it is premature to say anything about that yet.
    - Shared services – reports are due Friday, with presentations on Monday
      * There is a couple that could move forward right away.
      * There are some that could take longer (more than 2 years).
      * Then some are in between.
      * They are going to vetted. There will presentations and discussions at the executive level. If there are things that are not going to move forward, so we need to focus on what will work.
  + President’s holiday party tomorrow – Bring food for the UB Pantry.