University of Baltimore University Faculty Senate

Meeting Minutes: April 5, 2017

Attendees: Stephanie Gibson (CAS-UFS Vice President), JC Weiss (MSB-UFS President), Mary Elizabeth Murtha (UFS Secretary), Darlene Smith (Provost), Kurt Schmoke(University President), Jessica Sowa((CUSF/CPA), David Lingelbach(MSB), Greg Walsh(CAS), James Taggart(CAS), Julie Simon(CUSF), Sascha Sheehen(CPA), Darlene Smith(Provost), Jose Anderson(Law), Eric Stull(Adjunct Rep/CAS),

Guests: Frank Van Vliet(MSB Alternate), Victoria Reid(EMM), Shelia Burkhalter(Student Affairs), Christine Spencer(CAS), Nicole Marano(Provost’s Office), Fiona Glade(Provost Office), Mark Jaque(EMM), Natalie Burclaff(Langsdale), Lucy Holman(Langsdale), Mary Maher(OHR), Marilyn Oblak(MSB), Harry Schuckel(A&R), John Chapman(CAS), David Matchen(LFS President), Keiver Jordan(AFS), Barbara Augenbaugh(A&F), Neb Sertsu(Facilities), Irvin Brown(CPA), Aaron Wachhaus(CPA/APC), Catherine Andersen(Provost Office), Jeffery Sawyer(CAS/GEC), Murray Daziel(MSB)

Absent: Rajesh Mirani (MSB), Jeffrey Ross ((CPA), Cassandra Havard(Law)

1. Logistical Items

 a. Approval of minutes from March 2017

* Minutes approved with requested changes by Eric Stull regarding item 10a from March 5, 2017 UFS meeting to include the note that a proposal to amend the UFS constitution and Plan of Organization to allow a stipend seat for an adjunct on university committees was rejected.  Although the proposal itself had also been rejected for the meeting's agenda, the matter merits inclusion in the minutes.

 b. Approval of April 5, 2017 agenda

* Agenda approved

JC Weiss gave a round of applause to the Middle States team for all of their hard work. Provost Smith thanked the workgroup as well as everyone involved in the Middle States process.

2. Enrollment and Marketing Report

 a. RFP for new ad agency

* In the process of developing and issuing a new RFP for an ad agency. Mid-April is the target for issuing, end of May proposal received

 b. Advertising Campaign

* Working with two iHeartradio stations;102.7 and 104.3, 5 second ad, 15 sec, 30 sec and longer contextual ad
* First campaign ran in March focusing on FASFA

 c. Analysis/use of scholarship dollars

* Initial analysis of how dollars are spent both foundation and institution based
* Revisiting how merit scholarships are awarded
* Looking at incentive grant process
* Revisiting Transfers-merit scholarships criteria-currently up to $3,000 and only based on GPA
* Deposits for transfer students is being explored
* Opportunity to raise awareness of scholarships we are offering
* Looking to increase scholarship dollars for graduate students
* Looking into expanding graduate scholarships beyond the first year

3. Budget: Update and FY18 planning

* Legislative session ends Monday
* State budget proposal includes a fund balance of $30 million from USM, a portion of that will be UB’s responsibility. (Approximately $800-$900,000)
* Tuition rate increase being submitted today to Board of Regents to 2%
* Budget call will be sent out within the next week to 10 days
* Currently no merit or COLA
* Slightly better budget than in past years

4. Strategic Program Analysis Task Force update

* Moving along
* Internal/external demand group will recommend 5 measures (matriculation, graduation rates,

 demand for courses from students outside of particular program, enrollment and admissions.

 Holding in abeyance on market analysis and standard occupational codes)

* Financial group-working through a number of issues
* Size/Productivity/Quality group reviewing a group of measures

5. Strategic Planning and Budgeting Committee update

* Full day retreat on Friday April 7th
* Draft mission, vision 6 key priority areas: priority, high quality students, faculty/staff, and business process, deliverable courses, promotion of courses and revenue
* Plan to have something in place to work with by January 2018

6. Student Success and Retention Task Force

 a. New initiatives

* On target to have a draft plan by the end of the semester
* New initiatives: advisor to advisee mapping, expansion of early alert, mandatory milestone
* Early alerts advising(30, 60, 90), degree audit enhancements, professional development, two mentoring programs
* Mentoring program rolling out in Fall 2017(1st generation students and women of color)
* Professional Development Institute almost exclusively Grad students and seniors.

7. President’s Report

 a. State/USM budget planning, (please see agenda item #3)

 b. Capital expenditure budget planning (AC, postal site, moves)

* Still exploring options for child care center, in the meantime President Schmoke suggested

those who need childcare to look into using Coppin Child Care Center

* Langsdale Library is on track for completion by 2018
* Postal Site-meeting next week, final drawings to be sent by mid may, 3 month review process
* Academic Center renovation; part 1 is under review by system and a meeting with USM in May and the state meeting is set for June

 c. Coalition case update (closing arguments first week in June)

 d. Capital campaign; in early stages, Bob Parson donating $1 million dollars to the Veterans program

* Commencement; Mayor Pugh will speak at the undergraduate ceremony and Marion Alsop will speak at the Graduate ceremony as well as receive an honorary degree.

8. Provost’s Report

 a. Middle States site Report

* Have not received the formal letter from team. After it has been received, we have option to respond and the Commission makes their decision in June.

 b. Office moves costs

* Veterans Center $30k
* ALC $15k
* Game Lab $36k
* Marketing and Communications $20k
* Student Affairs $10k
* Government Affairs $11.6k
* Provost $2,500(room 336)
* Provost $12k (room 338)
* Doing space assessment for Student Center and Learning Commons

 c. Bucher Award

* Moving forward; Dean’s will be notified regarding the nomination process by the end of the day
* $1500 is the stipend for the award this year
* Winner will be announced at Fall Convocation

 d. CELTT director search

* Job has been posted
* Hoping to have the position filled this summer
* USM grants
* 171 dual enrolled students this spring as opposed to 17 last spring
* Looking to expand dual enrollment next year to include math
* Requesting a special tuition rate for dual enrollment student (50% of regular rate)
* University wide summer research grant FY 17 dollars
* New faculty orientation and President’s open house have been sent to the public
* August 21 New Faculty Orientation
* August 22 workshop for new and returning faculty
* August 23 President’s welcome back reception
* September, reception for new faculty and staff (provost home)
* Open Access; Push to educate faculty about open access

9. UFS President/Vice President’s Report

 a. Constitute nominating committee

* Nominate 1 rep, 1 week self-nomination
* Nomination committee consists of: David Lingelbach(MSB), Jessica Sowa(CPA), James Taggart(CAS), Mary Elizabeth Murtha(UFS Secretary), Colin Starger (Law)

 b. Snow clearing (intersections, garages to campus)

* Request to facilities to include cross walks, etc

 c. Amending constitution vote

* Revision passes 117-3. Vote officially ends on Monday

10. Action items

 a. Policy items

* Graduate program change; 1 minor change is to waive admission fee. Recommendation passes
* Library Sabbatical policy; USM does not grant sabbatical, will change the name to Research Leave for Library Faculty. Recommendation passes
* Changes to Academic Policy Process; recommendation passes
* Policy on AIT program acceptance into graduate program; recommendation passes
* Cross listing graduate and undergraduate programs; recommendation passes

 b. Admission Committee

* Ron Costanza and Frank Van Vliet will serve on committee

 c. Gen Ed Council composition

* New composition of Gen Ed Council passes
* Removed Law School Rep, and gained additional rep from Advising

11. Reports

 a. Christian Hendricks and Samantha Howe, new faculty book ordering tool

 b. Lucy Holman-Inspired Discoveries

* Applications due Friday April 7
* Symposium Friday May 5
* Looking for Faculty judges

 c. Lakeisha Matthews (Career Center)

* Postponed until May meeting

12. Items for CUSF/CUSF update

* Paul Walsh gave a presentation of USMX
* USM branding short courses for graduation credit

13. College/School updates

* Langsdale; Open access/institutional repository talk on April 12th at 11:30 regarding faculty rights regarding copyright, publishing, etc…
* CAS; 80th anniversary kickoff celebration 6-8pm held in the Learning Commons
* Law; Urban Child Symposium on the addiction of the urban child

Important upcoming dates

* Spring Commencement: 5/24/17, 2 ceremonies