

UB Staff Senate  
Monday, September 11, 2017  
11am – 12pm  
BC 143

Present – J. Hale, K. Jordan, J. Brenner, E. Jones, S. Shirley, L. Harow, J. Chapin, B. Boyd

Absent - M. Junot, Z. Luhman

1. Chair Report by James Hale

- Agenda Approved
- Senators asked to sign-off to attend the SGA/UFS meetings – 5<sup>th</sup> floor of the student center. Please sign up on the shared drive document.
- Staff senates still has an empty seat. J. Hale asked a staff member from OTS to join us, who is still considering the offer.
- Email went out to Constituents about membership to our committees. Resend to increase participation from 3-4 currently serving on each committee
- Shared board – Executive committee asked Staff Senate to assist in conducting Maryland Charity Campaign.
  - If we agree to accept this task, can we vote now?
  - Motion based to create ad hoc committee for MCC.
    - Sheila Burkholter ran it last year. She is a great resource for information. We will invest as much time as we can with it.
- Question: What are the committees we have now?
  - Communication – newsletters, social media
  - Social engagement – lunches happy hours
  - Professional Development – fund for excellence grant, two year training program
  - Employee Recognition – USM awards and Board of Regents awards
    - 5 of 6 staff awards were given out this year, will be announced at Convocation
- Procedural instruction given – Senators have first right to ask questions.

2. Merrick School of Business Update: Dean Dalziel

- Delayed to later in agenda

3. SPBC Update: J. Hale

- There is a new draft. It has six goals.
  - 1: Grow enrollment through strong academic programs
    - Subgoal – revamp and strengthen the online courses
  - 2: Student Success
  - 3: Innovation
  - 4: Increase research scholarship and creative activity
  - 5: Community involvement – encourages staff, faculty, students to engage with community

- 6: To create a welcome, diverse, inclusive environment
  - Diversity plan for the university
- There will be an update on the plan presented at Convocation. Please attend convocation.
- J. Hale asked M. Maher when next (SPBC) meeting it?
  - M. Maher – They are finalizing the drafts, but no meeting has been set. Darlene is focused on getting it finalized, but there is no specific deadline. They are going to pull together the information we've done thus far.
- Any questions? -- none

#### 4. Budget Discussion

- J. Hale was invited to participate in the executive team member meeting where they discussed the budget issues
- Budget will be described
  - There is a significant deficit for the current fiscal year. Looking to diffuse it for FY18 on a cash basis and then looking at long term solutions. Everything is on the table.
- Question: J. Chapin, how much is the deficit?
  - B. Aughenbaugh – Close to 4 million dollars. Finishing finalizing the number.
- Question: – S. Marriott - as there been any discussion on how we will fix issue?
  - J. Hale - Furlough and the fund balance were the two biggest items.
  - K. Jordan – Kurt mentioned furloughs at university faculty senate meeting
- Question: J. Brenner –Today is census. Is there a communication other than convocation?
  - J. Hale – That was one of my concerns, but I have not heard of another communication plan. There have been emails.
  - B. Aughenbaugh – There is a goal to communicate, but where and when have not been determined. They do not want to release information premature. There is pressure to get to a decision sooner rather than later. Division heads have been asked for information by tomorrow (Tuesday). I don't expect it is going to be a one and done conversation.
- J. Hale – Our constituents may need to have a response, depending on what is said at convocation. Be prepared to have response. Constituents please reach out if you have response to the conversation at convocation.
- Question: Constituent – Kurt mentioned a deadline of October 1<sup>st</sup>. Where did that come from?
  - B. Aughenbaugh – If furloughs are approved, the option is better to implement sooner than later.
- Question: Constituent – What was our response last time?
  - Furloughs to be the priority, but it didn't solve the problem

#### 5. Merrick School of Business Update: Dean Dalziel

- Ten minutes I can talk and ten minutes you can ask me questions.
- Take you through the main headlines of what MSB is trying to do this year. Think about goals based on where we are today.

M. Maher – Can the provost interrupt you for a few moments?

6. NEW ITEM: Provost D. Smith joined the meeting

- Kurt asked me to come and speak with you all. I realize this is not an agenda item, speaking with you regarding the invitation to invite Betsy DeVos as commencement speaker. You may be aware there are events planned. There is a possibility of 1-2 events on campus today. I'd like to remind you that certainly have your responsibility to convey your views. We respect hearing your views. We want you to also remember diversity and respect for diverse views is important. Whatever you decide to do today, remember model personal and professional conduct today. Be safe and act safe.
- There have been a lot of rumors and social media over the weekend. She [DeVos] did not receive a contract, no honorarium, and no quid pro quo. There was no donation involved.
- Question: J. Hale – What is the process for inviting a speaker? Who should be involved?
  - D. Smith – The president makes the decision. Many institutions have committees, and we will moving forward. The process used, was the process that is always used.
  - B. Aughenbaugh - Previous leadership had a committee (previous president) but he didn't follow their recommendations.
- Question: Constituent – Will they rescind the invitation?
  - D. Smith – No. President [Schmoke] believes in promoting diverse discussion. This is part of the university process. There is a distinct diversity of political views on this campus – students, faculty and staff on this campus. We have to be careful not to shut down the discussion because one group is more vocal than the others.
- Question: M. Maher - Considering the amount of turnover in Trump's administration, do we have a back-up speaker?
  - D. Smith –Yes, we do. UB has many distinguished faculty that have retired in emeritus status. One of the things, we are thinking is to use the fall commencement for honoring faculty achieving emeritus status and identify one of the them to give the commencement speech. This could easily be the backup plan. That is one potential.

7. Merrick School of Business Update: Dean Dalziel, continued.

- M. Dalziel: I am rethinking a few items in the plan, cognizant of where we are with enrollment. There is some good news. Graduate enrollment was reasonable robust. New student we beat our targets. Returning students were not quite as strong. We were down 89 credits hours from last year. Our new student enrollment increased and beat target. It was a more aggressive target. We didn't do anything revolutionary with new program or marketing. We just instituted what we should have been doing all along. More open houses. Better timed mailings. We did some things that were total failures, didn't cost too much and won't do them again. Vision without execution is hallucination. Sometimes in MSB, we just haven't executed the way we should have.
- Graduate student numbers are good news. Market has been more difficult even.
- Undergraduate follows the trend of the university. The freshman numbers are down and that will affect us going forward. What is the importance in professional education in the

undergraduate (BS Accounting). Looking to add a specialist in BS Accounting. Build that to attract interest in the program. Parents know accounting, recognizable major.

- Our transfer students are down. I have concrete propositions about why this is happening. Two reasons why this is down. There are some gaps. This time last year, we didn't have a head of admissions. 18 months ago, no one in the top two spots. Gaps in the organization, means you don't have enough people to execute things. The other reason is missed signals about what is going on in the marketplace. I was familiar with UMUC before I got here, if I was told UMUC is our major competitor I would have said no way, you don't know UB. The sweet spot for our transfer student is 2 year degree and where they going to finish a 4 year degree. Evening classes, flexibility, made UB attractive, but now that student wants more flexibility in online. UMUC became the more attractive state school. Phoenix is known to have issues. Strayer University has a great website. Southern New Hampshire is priced very affordably, along with Arizona State. We cannot afford not to do every course online. There is too much competition.
- Revised plan has very little focus on undergraduate education. Inviting faculty to join the 21<sup>st</sup> century. A lot more universities have solved these issues [online instruction], like proctoring [online]. Ask others, how did you get your faculty involved online? We have a few committed to teaching online. As a university, rethink about our platform, what is our strategy to acquire students. (Loyola, others) They are all using joint ventures with for profit for their online.
- Question: J. Hale - I know the hiring freeze is in place, but is the director of entrepreneurship being hired, or who is interim?
  - M. Dalziel: We have hired a director. We are using the foundation money to contract pay him right now.
- Question: Constituent - Are we going to start offering credentials, such as PMP?
  - We absolutely should be doing this. Demonstrate to students that it is more than just words. Getting faculty buy-in is a challenge. Accounting faculty have changed things a little to align with the CPA exams. Looking to add some self-support in summer targeting to these courses that prepare for certification. I [M. Dalziel] am meeting with the main resisters in the faculty soon.
  - Real estate for the industry, they have 3 credentials, so you have to pick one to focus on.
  - Every one of our programs should be aligned with a credential. The want to accredit less undergraduate programs.
- Question: Constituent - Is this something where we are looking to make programs online, or would face to face be an option? Asking from international student perspective?
  - M. Dalziel – I think we will always have face to face, but we are building our flexibility, for undergraduate especially. I think the modalities of face to face are important.

## 8. New Business

- J. Hale – I sent a list of staff senate events. I am going to make one adjustment. Let me know if you have any concerns. Then I will release to constituents.
- J. Hale – Open floor to senators

- J. Brenner – Two meetings to track down the process for emails and constituencies. There is no process. I have ran into difficulties.
- M. Cardona – The origination [of constituency groups] I can explain. We looked at the division to give even loads, but with layoffs and attrition they may no longer be even. We looked at divisions that would be logically grouped together and based on numbers.
- K. Jones – We can compile the list in total and then look at it from a division basis. It is hard to split, there are only so many logical ways to cut the data.
- J. Brenner – Someone will need to make decision of how to divide the data.
- Fund for Excellence awards – deadline is September 18<sup>th</sup>. Staff senate applied last year, is there anything we would like to apply for in the next 3 deadline dates
  - [Senator]: I have an idea after attending a conference and a lot of schools are hiring consultants to review business processes (transactional) and explore how we do business as a university.
  - Anyone can submit a FFE grant application. K. Jordan says it tends to be student facing. It does need to be sponsored by the department.
    - M. Cardona – It could go through UBSS, but might make more sense to go through Administration and Finance
    - K. Jordan – We could look at a workflow, which would impact the university broadly.
    - M. Cardona – The committee very seldom gets staff initiated proposals.
    - J. Hale – It needs to fit one of the 4-5 categories. If it does, than I would be happy to support it; we should have a co-sponsor with another department.
    - Question: K. Jordan – Where is the information on how to apply?
      - M. Cardona - Information is on the sponsored research website.
- Question: J. Brenner – When is the next GSC meeting?  
LEP 105 on Wednesday, September 13

Meeting adjourned.