

University Advisory Council Minutes
Friday, March 27, 2020
1:30 p.m.

1. Call to Order at 1:30 p.m.
2. Updates from VPs, Deans, and Governance Units
 - a. Provost
 - i. Office is working with the Center for Teaching Excellence bringing up a website to help and provide resources to staff and faculty.
 - ii. Deans are working on developing course components for courses that need additional help to move to online format.
 - iii. There have only been a few hiccups so far this week with online instruction.
 - iv. Reviewing and updating the academic calendar.
 - v. Developed a policy for grading options for students. Students will be surveyed to see if they are struggling online. This will take place sometime next week.
 - vi. Tenure clock may be extended. This is being worked on with the Chancellor.
 - vii. Discussing different strategies for student evaluations.
 - viii. As of this morning, the Library is closed and all of its staff are working from home.
 - b. VP for Administration and Finance
 - i. Working on refunds for students for room and board and mandatory fees.
 - ii. Pared back the facilities and housekeeping crew to minimize the number of people on campus. However, housekeeping and cleaning will still be done on a regular basis. Most housekeepers are on administrative leave as well as skills tradesman at this time.
 - c. VP for Student Affairs
 - i. Brady Health is currently closed for face to face appointments.
 - ii. PAWS pantry providing food every Monday and Wednesday. 42 Students currently living on campus. A few others in process of being approved to stay on campus.
 - iii. Residence halls are being emptied over the next few weeks. Once that is done, those halls will be closed for the remainder of the semester. Remaining students will be moved to Edgewood.
 - iv. The 2-hour time slot is flexible if students need a little bit of extra time to move out of their residence hall.
 - d. VP for Enrollment Management & Student Success
 - i. Admissions are still up but deposits are down.
 - ii. Transfer numbers are still down as well.

- iii. Path office sent an email to students asking how they are doing and to see if they have the technology they need to keep up with their classes. Received about 300 responses.
 - iv. Registration for summer and fall begins next week.
 - v. Financial Aid letters have been sent out to new students and are in the process of going out to current students.
 - vi. Survey re: commencement was sent out to all seniors. Responses are even between postponing and cancelling commencement.
 - vii. All enrollment management staff are holding virtual office hours at this time.
- e. VP for Advancement
- i. WFWM fund drive is still happening this week.
 - ii. Postponed public launch of campaign that was scheduled for October. A new date will be determined later.
 - iii. Working on a campaign for a student emergency fund. This could cover things such as help with food, transportation, technology needs, returns home, etc.
 - iv. Events through the end of the semester have been cancelled. Events for summer are currently still on as scheduled but may be cancelled based on ongoing health crisis.
 - v. Director of Creative Services started on Wednesday. Currently working on onboarding.
- f. VP for Regional Development & Engagement
- i. ABC Building...sellers have now backed out of the agreement due to financial issues. Now in talks about leasing the building from them instead.
 - ii. Article in Sunday's paper expected about Aon Technologies who are moving into the ABC Building.
 - iii. I68 Regional Alliance had a conference call on Tuesday (31 participants) working together to try to mitigate the business effects of COVID-19. Discussed working together as a region to produce PPE for regional health care workers.
 - iv. House passed the Coronavirus Relief Act about 40 minutes ago. Now on its way for President Trump to sign. Some of the money goes to universities.
- g. SGA
- i. Virtual SGA meeting held last night via BigBlueButton software. Worked well for them. Plan to go through with their meetings for the rest of the semester this way.
 - ii. Elections ended yesterday – Noah DeMichele will be next president.
 - iii. A lot of feedback from the Pass/Fail grading change. Most students are happy with the change and it may alleviate a lot of stress for them.
 - iv. Working with Liz Medcalf to promote positive messaging to students.
 - v. Agenda for the remainder of the semester is still very up in the air.

- vi. Students have been posting online that they miss in-person classes and being in Frostburg.
- h. Staff Senate
 - i. Surveys are due on April 30th.
 - ii. Discussion regarding Pass/Fail expectations and messaging.
 - iii. Nomination for emeritus status that has been approved and sent to the President. 2 more nominations will be considered next week.
 - iv. Pins for emeritus status are being worked on.
- i. Faculty Senate – Ben
 - i. Will meet next week via Teams.
 - ii. LifeCycle Facilities Management proposal on the agenda.
 - iii. Steering Committee communicating with the Provost regarding working through how to currently teach online. Fearing that eventually they will not be able to use their office and if that is the case, then there are some courses that may not be able to be taught due to internet connectivity issues. Provost will work with Ben on this.
- j. President
 - i. Work continuing to update Pandemic Plan. Last review was 2011. Exec Committee is currently reviewing it and will then provide it to UAC. Telework was not included in the old plan and is being updated to include things like that.
 - ii. Needs help with messaging to help people understand that decisions are made at the system level. Some decisions cannot be made by individual universities but rather by the System and Board of Regents.
 - iii. Things have been fairly quiet on campus lately.
 - iv. People seem to be respecting and abiding by the social distancing guidelines.
 - v. Construction of the new residence hall is still underway. It is a little ahead of schedule right now. We hope there is no delay in the delivery of furniture from MCE.
 - vi. Education and Health Sciences Building funding was approved.
 - vii. Meetings will continue as scheduled but via Teams instead of in person. Likely to move meeting to 1:30 now instead of 2:30.
- 3. Discussion of COVID-19 Issues from Council Members
 - a. Commencement & Awards Ceremonies for spring 2020: Jenna to work with Liz and Artie to look into virtual awards and honors.
- 4. Other
 - a. Honors ceremonies (Provost): may work with Shannon Gribble and Sherry White to utilize existing platforms and technologies to do virtual ceremonies.
 - b. Dean Williams: virtual happy hour coming
 - i. Students are very concerned about graduating and when they are to receive licensures.
 - c. Dean Hixson: conducting virtual meetings

5. Adjourned at 2:46 p.m.