

University Advisory Council
Minutes
Friday, December 6, 2019
2:30 p.m.

In attendance: Dr. Ronald Nowaczyk, Mr. Leon Wyden, Dr. Jeff Graham, Mr. Brad Nixon, Dr. Ben Norris, Dr. Erica Kennedy, Dr. Justin Dunmyre, Dr. Jay Hegeman, Ms. Amy Nightengale, Mr. John Short, Chief Cindy Smith, Mr. Kameron Brooks, Mr. Ben Forrest, Mr. Noah DeMichele, Dr. Liz Throop, Ms. Arlene Cash, Mr. Al Delia, Ms. Jenna Puffinburger, Crystal Miller

Excused absence:

1. Meeting called to order by Dr. Ronald Nowaczyk
2. Dr. Ronald Nowaczyk introduced Crystal Miller as the temporary President's Admin Exec.
3. Minutes were approved from the November 15, 2019 meeting
4. Updates from Governance Groups:
 - a. Staff Senate – working on Certification options, retired staff for potential candidates
 - b. SGA –The Staff Professional Code of Conduct is being outlined and in the processing stage. Beth in Human Resources is aware of changes. New hire orientations and discussed anti bullying.
 - c. SGA- Final meeting on the 5th of January. Six grants approved. Committee in place to hold 6 new spots. Homecoming Committee has an early start, a year in advance. Emergency Absence Process
 - d. Graduate Council – Mr. DeMichele discussed the progress of the low enrollment/low degree productivity proposal. A number of degrees will be going completely on-line and a number of courses will be eliminated.
 - e. Faculty Senate – College of Business. Endorse Statements. Dr. Norris discussed the low-degree/low-enrollment productivity program review process which is now back in the Provost Office for review. This process provides a mechanism for program coordinators to work in a collaborative and productive manner with faculty colleagues and University administrators via shared governance to explore how low-enrollment/low-degree programs may be revised and/or assisted to attract more students.
5. Cabinet-Level Updates:
 - a. Academic Affairs – Dr. Throop announced new degree on Life Cycles Mgmt. Cancelling Classes Policies, Online Catalog, Complaint Log, Policy Academic that produce less than 5 year. Six Faculty Awards. Planning a session Faculty Chair on the 9th of January, a five-year plan. Spoke about Middle States next week, open education and cyber security badge project

- b. Administration & Finance – Mr. Wyden reported revenue short fall, working on plans to a revision I.T. Governance working with Matt Donahue. Residence Hall, pallet in Conference room. VP Student Affairs search for 2 contenders.
- c. Enrollment Management –Ms. Cash’s mentioned about student holds, budget, nursing students last to register. Marketing office looking into how to benefit FSU Experiences/ outreach. Ms. Cash spoke about openings in admissions department, one for Director of Admissions and 2 at registrar’s office. 1-year students up over 70%
- d. University Advancement – Reported a plaque will be made for a memorial. ABC Building is under negotiations/ made proposal, December 13th is the deadline. If the proposal is not accepted, he reported they have two other options in mind.
- e. Student Affairs – Dr. Graham spoke about CAPS.WMHS is to hire full time Clinical Director- FSU students will be seen right away and have access to surge councilor. Holiday transportation to Amtrak at no cost to students. Recently have done a survey on Multi Cultural and retrieving very robust responses, the survey ends January 6th.
- f. University Advancement – Mr. Short noted that the Focus Groups consisting of 12-13 sessions was a success, lots of involvement and enthusiasm with all who participated. Allegany Transit is still working on the FSU bus wrap, should be completed soon. Mr. Short also stated that this has been a record year for fundraising.
- g. Legal Counsel – Mr. Nixon reported that Risk Management continues to move forward. A meeting was held with the Police Chief Cindy Smith regarding Risk Management and will continue working on implementing plans and focus on all faucets on Risk Management within Frostburg State University.
- h. President’s Office – Dr. Nowaczyk mentioned Dr. Jay A. Perman being named the next Chancellor of the University System of Maryland by the USM Board of Regents. The search continues for the Presidents of UMCP should conclude by the end of February 2020. The Board of Regents want focus on Risk Management, Identifying Risk and Crisis Management. Dr. Nowaczyk also mentioned Super attendants of Allegany, Garrett, Mineral, Somerset Counties Schools took the Bobcat bus to the Wheeling Challenger Center. The relocation of the Frostburg City Police to the Lincoln School is on-going.
- i. Discussion/Action Items:
 - a. Honorary Degree
 - b. EEA Update, mission goals, action phase in January, launch actionable items
Housing students, existing software
 - c. Romantic/ Amorous Relationships Policy Discussion
 - d. Title 9
 - e. Campus Climate Survey is now in process, sub committees asking general questions such as safe environment, does one feel included, listened too... using a benchmark off of other schools... should be able to review by next meeting.

The meeting adjourned at 4:15 p.m.