

University Advisory Council
Minute
Friday, October 11, 2019
2:30 p.m.

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

Excused absence: Mr. John Short, Dr. Jay Hegeman

1. Meeting called to order by Dr. Ronald Nowaczyk. Dr. Nowaczyk began the meeting by thanking everyone involved in "Homecoming 2019". It was a great success with events well attended.
2. Minutes were approved from September 19, 2019 meeting
3. Update from Governance Groups:
 - a. Staff Senate – Ms. Amy Nightengale reported that Staff Senate continues to hold conversation with Mr. Wyden and Dr. Nowaczyk regarding the Sibson Report. Staff Senate is developing a morale survey similar to the faculty satisfaction survey. This survey will be a general morale survey "how are things". Dr. Nowaczyk noted if help is needed information can be obtained from the "Campus Climate" survey. The survey can parallel the faculty satisfaction survey.
 - b. SGA – Ms. Jenna Puffinburger reported that Homecoming went well with only a few problems because of limited access to the gym. The Bobcat Statue Dedication was a success. The students enjoyed the "All-Alumni Reunion" and getting to network with the returning alumni and organizations. The street clean-up was well received. The upcoming Charleston football game is being publicized and SGA is helping to fund t-shirts for the game. A project in the pipeline is tapping into the non-traditional students those who are presently in the workforce and building a program to develop a mentoring program. SGA is spending time meeting with BSA and Chief Smith to partner communication with students. Several forums will be held regarding the incident that happened at the Bobcat Court.
 - c. Faculty Senate – Dr. Ben Norris distributed a handout of updates and news from the Faculty Senate and pointed out a few approvals from the October meeting. He also discussed briefly some items on the October meeting agenda. Other news from the Faculty Senate include the Faculty Morale survey which is underway and will be shared with the Faculty and UAC, the Faculty Senate will be creating an ad hoc committee to review practices regarding program coordinators, the Faculty Senate Steering Committee is working on a review of practices relating to faculty evaluation, the Faculty Concerns Committee is continuing its review of an Emergency Absence policy proposed by SGA and the Low Degree Productivity Review Process ad hoc committee will share their work with the campus. A Faculty Assembly devoted to this topic will be held on Wednesday, October 30th. Mr. Nixon will review and approve the Emergency Absence Policy when it is finalized.

4. Cabinet-Level Updates:

a. Academic Affairs: Dr. Liz Throop

- Portfolium platform continues to be rolled out. All students and instructors in ORIE courses along with the student in the PLC joined a small group of juniors and seniors who started participating in this pilot.
- A webinar hosted by Portfolium will be held on October 25th.
- Digital badging initiatives continues.
- We are working on a Cyber Security defense problem solving badge. The FSU faculty are participating in this project.
- 31 PIN were requested funding was found for 15. A number of different metrics were used in this determination such as: student hours generated, number of majors, ratio of tenure track and non-tenure track etc. Helio Campus dashboard will allow us to pull information that is needed for this purpose.
- The closing date for the Dean of Education is October 31, 2019.
- Academic Affairs is working on ways to get the college catalog on-line.
- FSU is participating in a USM/CUSF sponsored initiative regarding academic integrity. A working group has been formed. This is a faculty/staff/student effort.
- We have joined the International Center for Academic Integrity and we are working on obtaining certification from that organization.
- An FSU team will participate in a system wide workshop on civic education on November 8.
- We continue to work on getting the Carnegie classification.
- Distance Education Strategic Directions working group will provide a report due the end of October regarding on-line offerings and strategic direction.
- Gen Ed Review Committee continues to work on developing learning goals and outcomes. An open session will be held on October 31.

b. Administration and Finance: Mr. Leon Wyden

- The Board of Regents would like to see the six smaller universities work together to share a more common student environment. The six universities plan to get together to share their thoughts before meeting with system by the end of the month. System will need to help finance this project.
- Mr. Wyden met with the FSU housekeeping staff and asked their support to identify problems in the residence halls. They are the first line to identify problems. The meeting went very well with a great turnout.
- An ad for the Environmental Safety and Sustainability Officer position has been posted. This position will report to Chief Smith and help identify risk issues. This is an important concern with the Board of Regents.
- A briefing was held with the architects for the new Education & Health Sciences Building and the latest furnishings for the project were presented. The new renderings will be shared campus wide. Construction is still planned for Spring 2020.

- Work on the new residence hall is progressing with the roof and exterior windows installed. Heat to the building will be turned on by the end of October. Inspection of the dark spots on the flooring were inspected and determined not to be mold. Proper cleanup was used.
- Chartwells kitchen renovation continues. Dollars for this project will come from the Chartwells contract. Rendering of this project will be made available.
- The closing date for the Vice President of Student Affairs search is October 11. A total of 76 applications have been received.
- The FSU vs. Charleston football game scheduled for October 17th will be televised live on the Mid-Atlantic Sports Network (MASN) at 7:00 pm.
- Plans to install LED lighting in most of the residence life hallways is underway. Money for this project will come from the Sustainability budget and should total around \$15,000.
- Conversation was held regarding the “fund balance” and the interpretation of this fund.

c. Enrollment Management: Ms. Arlene Cash

- Fall 2020 applications are up by 30%. Completed applications are up 3,700% (2 last year 75 now)! The Admissions packet and letter have been updated and revised. Transfer applications are up for fall 2020 by 12%.
- Several top Admission administrators have submitted their resignation/retirements: Mr. Wray Blair, Associate VP for Admissions, Patricia Gregory, Director of Admissions, and Ms. Julie Rando, Associate Director of Admissions have decided to retire/resign from the university at the end of the fall semester 2019.
- We continue to have low activity in Beacon with a record number of students coming into CAAR in response from mid-term warnings. A lower percentage of faculty are returning mid-term warnings with 84% returning last year and 79% this year. Dr. Nowaczyk stated that faculty should have multiple observations of a student’s performance.
- Four Student Success Coaches were recently hired with 1 resigning and taking a job at another university. Advertising for the fourth position has been advertised and interviews will begin shortly.
- 500 hours of net-tutor an on-line tutoring system has been purchased. Live support is available to student 24/7 when needed.
- Beacon survey is completed. 80% or 652 first year students submitted the survey.

d. Regional Development: Mr. Al Delia

- I-68 Regional Alliance is working well together. It includes representatives from Allegany, Garrett, Mineral, Bedford, and Somerset counties. They will be working together and focusing on industry sectors: Lifestyle Manufacturing, IT Cyber Security Service, and Supply Chains.
- The Sustainable Energy Research Facility (SERF) is now the new Center for Applied Research and Innovation (CARI) building. This new Center will become the base from which the FSU community, working with regional collaborators

and partners in an interdisciplinary way will spark innovation to address real-world challenges. The university's commitment is to support selected proposals both low-tech and high-tech with appropriate space and assistance.

- We are looking at becoming more robust in Government Relations functions. Two interns from the Political Science Department will be working with Mr. Delia. The concentration will be in Annapolis to create more voice for FSU.
- Brownvilles monument has been progressing. A committee has been formed: Chair, Mr. Al Delia, Carmen Jackson, Robin Wynder, Lynn Bowman, David Williams, and Tyler Powers. The committee will present their recommendations to Dr. Nowaczyk by the end of the calendar year.
- The Autonomous Technology Center continues to work behind the scene to bring private partnerships. The county has just issued an RFP to do an extensive feasibility study on what a Center would look like and how it would work. The RFP will be awarded in the next few weeks.
- We are working closely with the City of Frostburg on a public/private partnership focusing on the needs of the City and FSU. We have two projects that are presently being worked on.

e. Student Affairs: Dr. Jeff Graham

- Career Fair was held with over 300 students to connect with employers.
- On November 13 high school student from three school in Allegany County participated in a collaborate interactive major fair on campus.
- UCDEI sponsored a "National Coming Out Day" walk.
- This week the "Social Justice Summit" will be held.
- The Brownsvilles play is performing on Saturday night.
- Student Affairs is hosting the USM-VPSA meeting on campus on Friday, October 11.
- CAPS has contracted with WMHS for a full-time counselor and a Clinical Director who will be performing triage referrals and emergency care. Starting date will be November 1, 2019.
- FSU was 1 of 10 university/colleges across the country to be recognized by the "American Democracy Project" as a Global Civic Literacy Campus.

f. University Advancement: Dr. Nowaczyk spoke in Mr. Short's absence

- The Foundation Board meeting met on campus on Friday, October 4. Over the six years our endowment has increased from \$17.3 million to \$26.7 million, a 54% increase, and the Foundation has awarded \$923,500 in scholarships this year compared with \$470,851 six years ago, a 96% increase.

g. Legal Counsel: Mr. Brad Nixon and Chief Smith are still working on rolling out the "Emergency Preparedness" across campus. Risk Management is also moving along.

h. President's Office: Dr. Nowaczyk reported that the Chancellor's search is on-going and should be completed by the end of this year. The President's search for UMCP and Coppin State are also on-going.

5. New Business

- a. Academic Calendar – Dr. Throop reported that the Academic Calendar for 2020-2022 was approved by the Executive Committee on September 19, 2019.
- b. Ad Hoc Committee on parking recommendations – Mr. Forrest presented the following recommendations:
 1. The one row of faculty parking in the Guild lot perpendicular to Center Street should be converted from Red to Black Permit parking due to underutilization by the faculty (tabled for a future meeting)
 2. Removal of 4 “Police Business Only” spots in the College Avenue lot directly in front of FSUPD Building (Passed)
 3. The SGA vans should be moved to the College Avenue lot (Passed)
 4. SGA should look into the possibility of getting some electric car charging stations on campus (Information item)
 5. Lt. Ralston will look into possibility of utilizing currently unused areas of parking lots for the creation of motorcycle spaces (information item)
 6. A new parking map should be made that outlines the Black Permit Lots in Black and Red Permit Lots in red to clarify the parking areas and minimize confusion (Passed)
- c. Status of the EAA project – Dr. Norris gave a video/presentation on the status of the EAA project.
- d. Dr. Nowaczyk distributed copies of the Strategic Planning Action Items for 2020. Discussion was held.
- e. Other – Dr. Nowaczyk reported that the City of Frostburg received money to refurbish City Hall. A request has been made to move their police station to the Lincoln School while construction takes place. Project should take approximately 15 months.

6. The meeting adjourned at 4:30 p.m.