

University Advisory Council  
Minutes  
Thursday, September 19, 2019  
2:30 p.m.

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

Excused absence: Mr. Al Delia, Ms. Arlene Cash, Dr. Ben Norris, Mr. Ben Forrest

1. Meeting called to order by Dr. Ronald Nowaczyk.
  - a. Dr. Nowaczyk distributed the agenda for today's meeting.  
Upcoming meetings will be Oct. 11<sup>th</sup>, Nov. 15<sup>th</sup> and Dec. 6<sup>th</sup>.
2. Minutes were approved from May 17, 2019.
3. Brief updates from Governance Groups:
  - a. Staff Senate –Dr. Hegeman reported that Staff Appreciation Day was a success with over 200 in attendance. The Executive Committee approved staff Emeriti and they are working on the details. Dr. Hegeman reported that Staff Senate would begin working on suggestions from the Sibson Report. Dr. Nowaczyk gave an overview of the Sibson Report.
  - b. SGA – Ms. Puffinburger reported that the annual fall retreat was very productive this year. They are currently working on communication with the campus. New legislation passed that instead of one, there will be two student regents that will each serve a two-year term on the Maryland Board of Regents. This is a big commitment for student Regents. There will be a dedication of the Bobcat statue during Homecoming Weekend, Saturday, October 5<sup>th</sup> at noon. John Short brought up his suggestion from last year about a small-scale bobcat statue or some way to unify the community and FSU. Ideas are welcome. Chief Smith suggested a small bobcat placed on the rock in front of the Campus Police Building. SGA will discuss ideas at their next meeting.
  - c. Faculty Senate – Dr. Dunmyre distributed a handout of updates from the Faculty Senate and pointed out a few approvals from the September meeting. He also discussed briefly some items on the October meeting agenda such as the process to award multi-year contracts to full-time non-tenure-track faculty and the other item was clarification on the requirements on annual faculty evaluation when a faculty member is not renewed. Dr. Kennedy read aloud the “other news” from the handout.
4. Cabinet-Level Updates:
  - a. Academic Affairs: Dr. Throop (discussion was held on the following subjects)
    - Working to develop a strong relationship with community colleges.

- Working on pins for tenure-track faculty positions.
  - Along with MHEC and USM, Dr. Throop is working on a process to identify ways to increase the number of registered students in programs that have lower enrollment.
  - Gregg Sekscienski is working on a profile for a new Dean of Education.
  - A small committee is in the early planning stages for putting on the Beall Institute Symposium, tentative date of March 25-26.
  - Working on a plan to reduce (DFW) student failure rate.
- b. Administration & Finance: Mr. Wyden
- The budget is down as of census on Sept. 11<sup>th</sup>. Our budget is 94.5 million dollars.
  - Enrollment is also down.
  - The construction of the new residence hall is going well. The building should be enclosed by Halloween.
  - The Educ/Health Science building design is 60%-70% done and should be breaking ground in March 2020. This will be the first academic building since CCIT.
  - There are more renovations to do in the residence halls. They will rotate taking halls off-line for at least a year to renovate. Mr. Wyden also stated that the windows in Dunkle Hall would be replaced during intersession.
  - The Guild Building Report has been sent out.
  - Fine Arts report coming out. The Facilities Department will meet with the Fine Arts occupants on October 1<sup>st</sup> to discuss.
  - Hoping to have the new Safety Officer position filled and on staff before Christmas.
  - The visit to DII headquarters in Indianapolis for an orientation was very successful. A couple of items discussed was the improvement of gender equity balance in sports and more faculty level presence. Statistics are forthcoming on the interest in athletes playing DII sports.
  - Ms. Puffinburger brought up a rumor of concern with the new residence hall having mold. Mr. Wyden said he would talk with PJ Dick.
  - Dr. Dunmyre mentioned the need for EHSC faculty to review the floor plan closely so there are not any costly surprises. Mr. Wyden responded that Administration and Finance and the President's Office have a full set of drawings for folks to review.
- c. Enrollment Management – Dr. Nowaczyk spoke in Ms. Cash's absence
- Enrollment is down according to census numbers.
  - There is a slight increase of incoming first year students. Transfer numbers are down. Transfer students coming in as first and second year students were up, and students coming in as juniors and seniors were down.
  - As part of the strategic plan, we are working on the hiring of Success Coaches to help with students adjustment to college.

- d. Regional Development – Dr. Nowaczyk spoke in Mr. Delia’s absence
    - There has been a recent meeting to pursue an opportunity to develop a Thomas Technology Center in Western MD.
    - There has been progress on the Brownsville monument. The committee, chaired by Mr. Delia, is verifying all the information is accurate on the plaque before presenting it in the next several months. Grant money is available for this project.
  - e. Student Affairs – Dr. Graham
    - Students Affairs is focused on 5 priorities this year:
      - 1- Career Readiness Programs
      - 2- Residential esthetics
      - 3- Inclusiveness across campus
      - 4- Co-curricular student engagement
      - 5- Focus on well-being (new partnership with WMHS)
    - Dr. Nowaczyk added that Mike Mathias is checking into changing the GEP requirement, with a possible requirement of a Mental Health course.
  - f. University Advancement – Mr. Short
    - Last year was a record year for the university by raising 3.6 million dollars.
    - There will be “A Day of Giving” in April to focus on opportunities to raise money, increase awareness and bring in new donors.
    - In the process of putting together an RFP to look at our branding.
    - Mr. Short is hoping that everyone participates in Homecoming which is October 3<sup>rd</sup>-6<sup>th</sup>.
  - g. General Counsel – Mr. Nixon
    - Looking at a new tool used by businesses called Enterprise Risk Management. We have started the process of identifying risks.
  - h. President’s Office – Dr. Nowaczyk
    - The advertisement has been sent out for the hiring of the VP of Student Affairs with a deadline of October 11<sup>th</sup>. Mr. Wyden is the chair for that search.
    - University Council on Diversity chaired by Jennifer Earles and Robin Wynder is going well. They are seeing more student involvement.
    - The Strategic Plan Action Items handout for last year was passed around the room. The Executive Committee has been asked to work on this year’s items.
    - At the summer retreat planning session this summer, Assessment and Institutional Effectiveness Committee and UAC are working on their focuses for the upcoming year. Enrollment and marketing are priorities.
    - Faculty salary adjustments are finished and now the focus will be on staff salary adjustments.
5. The meeting adjourned at 3:50 pm.