



One University. A World of Experiences.

FACULTY SENATE NEWSLETTER

December 2018

A MESSAGE FROM THE CHAIR OF FACULTY

Colleagues,

I am finally ready to share the results of this year's faculty morale survey. I apologize for the delay. I have attached the results of both the numeric questions and the free response questions. As I did last year, I coded and consolidated the free responses to identify common themes and to protect against the possibility of identifying any respondents. I am also attaching the results of the 2017 faculty morale survey for anyone who would like to do their own comparison.



Before I get into an analysis of the results, I want to address a set of specific free responses comments left by adjunct faculty members. These comments indicate a few of our part-time colleagues may be experiencing working conditions that are not in compliance with FSU's policy on the employment of adjuncts (begins on page A-16 of the Faculty Handbook). One adjunct shared that they have not been provided have access to a computer, while another shared that they do not have an office. While each adjunct may not have a dedicated office, the FSU policy specifies that adjuncts must at a minimum have access to computing and a space to meet with students. Each department chair is to certify that these and other supports have been provided. Another adjunct shared a perception that the required twice annual meet and confer have not occurred in the last 2/3 years. I can verify that they are occurring, as I have been notified of them each semester. I will work with the Provost's office to improve communication about these sessions. Finally, there is a perception that adjuncts are not welcome in shared governance. This cannot be farther from the truth. This year we have an adjunct faculty member serving on the Faculty Senate and the Academic Affairs Committee. Seats on the Faculty Senate are reserved for non-tenure-track faculty members, and I hope that adjunct faculty continue to run and be elected to serve. I encourage any non-tenure-track faculty (full- or part-time) who wishes to discuss situations like these to contact me.

I have conducted a preliminary analysis of the numeric questions and will share some initial conclusions. The Faculty Senate Steering Committee will be doing a more detailed analysis, which I hope to release in early January.

Faculty morale remains highest at the department/library level, with average ratings on department- and library-level questions between 4 and 5 on the 5-point Likert scale (1 = strongly disagree and 5 = strongly agree), with no significant variation. Other high points include strong agreement with the statements "I am dedicated to my profession" (4.8 in both 2017 and 2018) and "The Future of FSU is important to me" (4.6 in both 2017 and 2018).

There is a statistically significant increase in ratings of 0.4-0.6 points from last year on the questions relating to the college deans, however average ratings at the college-level remain about a point behind those at the department-level. Faculty satisfaction with shared governance and faculty leadership remains even from 2017 to 2018 with average ratings between 3.7 and 4.2.

At the university level, there is a statically significant decrease of 0.4-0.7 points to between 2.3 and 3.0 on all questions pertaining the provost, and two questions pertaining to the president. There is also a statistically significant drop from 2.6 to 2.3 for the statement "My colleagues have a positive attitude about the state of the university." Other statements with low average ratings over both years include: "FSU has a positive image" (2.6 in 2018), "FSU provides the resources (time, equipment, materials, training, space, etc.) needed for me to pursue scholarship and/or creative works in my field" (2.5 in 2018), "I am satisfied with my salary" (2.3 in 2018), "I am satisfied with the current state of the university" (2.3 in 2018), and "Faculty morale at FSU is positive" (2.2 in 2018).

What follows is a list of frequent themes in the free responses. It is important to know which issues and concerns rise to the top. However, we need to keep in mind that free responses were left by 15%-25% of respondents depending on the section. These issues are certainly important, but it would be tricky to extrapolate them to the sentiment of the faculty at large. The following frequencies represent consolidation across all free responses.

Theme	Total number of comments
Concerns about salary compression and inequity	26
Bottom line more important than investing in educational quality	24
Faculty are overworked / departments are understaffed	22
Concerns about poor treatment of adjuncts	16
Faculty do not have enough time to meet all expectations well	16
Administrators are not accessible and do not value feedback	16
High morale / collegial at department level	15
Concerns about the low quality of facilities	14
Concerns about accountability for not following policies	13
President focuses on other things besides academics	12
Concerns about the ineffectiveness of administrators	11
Department chair is effective	10
Concerns about communication & collaboration	10
Issues with workload policy and overloads	10
FSU does not care about employee retention	9
Inequity in faculty treatment across departments	9
Positive comments about working at FSU	9
Morale is low	8

I end with a request. A few of you indicated in the free responses that our shared governance system was not being as effective as you had hoped. Some of you feel that faculty shared governance should provide more checks and balance on the administration. I appreciate that point of view. Sometimes it is necessary for the faculty to stand against something that would be detrimental to our students and the quality of the education we offer, but I do not like obstructing new ideas just because they are new. I prefer the "shared" part of shared governance in which I can help bridge divides and get people working toward a common goal. If you have feedback about how we can do better in that regard, please let me know.

Best,

Benjamin Norris
 Associate Professor of Chemistry
 Chair of the Faculty
 345 Compton Science Center
 301.687.4157
 bnnorris@frostburg.edu

Learner Input Strategic Ideation Individualization

FACULTY SENATE ROSTER

Faculty Senate Steering Committee

Benjamin Norris, Chair of the Faculty
Holly Currie, Vice Chair of the Faculty
Sally Stephenson, Secretary
Mike Murtagh, Chair of the University Chairs Council
Travis English, Chair of the Academic Affairs Committee
Justin Dunmyre, Chair of the Faculty Concerns Committee
Jamelyn Tobery-Nystrom, Interim Chair of the Graduate Council
Mike Flinn, Chair of the Institutional Priorities and Resources Committee

Academic Affairs Committee

Travis English, Visual Arts
Jacqueline Durst, Kinesiology & Recreation
Daniel Filer, Philosophy
Stefanie Hay, Nursing
Darrell Rushton, Theatre & Dance
Joanna Shore, Management
Gerald Snelson, English & Foreign Languages and Literature

Graduate Council

Ali Ashraf, Marketing & Finance
Richard Raesly, Biology
In addition to the two Senators serving on the course, Graduate Council also has faculty representatives from the various graduate programs.

Faculty Concerns Committee

Justin Dunmyre, Mathematics
Shoshana Brassfield, Philosophy
Skott Brill, Philosophy
Jennifer Browne, English & Foreign Languages and Literature
Jennifer Earles, Sociology
Sean Henry, Library
Heather Hurst, Educational Professions
Jamison Odone, Visual Arts
Chelsea Schrader, Accounting

Institutional Priorities and Resources

Michael Flinn, Computer Science & Information Technologies
Phillip Allen, Geography
Diane Blankenship, Kinesiology & Recreation
Erica Kennedy, Psychology
Randall Lowe, Library
Brent Weber, Music
William Wetherholt, Geography

Council of University System Faculty Representatives

Robert Kauffman, Kinesiology & Recreation
John Lombardi, Communication
Kelly Rock, Nursing

FACULTY SENATE AGENDA

Wednesday, December 5, 2018

4:00 PM

LUC Atkinson Room

I. APPROVAL OF THE MINUTES

Faculty Senate Minutes of October 3, 2018 (Distributed electronically)

II. ANNOUNCEMENTS

A. **Future Faculty Senate Meetings (4:00 PM in Lane Center Atkinson Room)**

Wednesday, February 6, 2019 (This meeting only will occur in 397 CCIT)

Wednesday, March 6, 2019

Wednesday, April 3, 2019

Wednesday, May 1, 2019

B. **Future Faculty Assembly Meetings**

February Faculty Assembly: TBA

April/May Faculty Assembly: TBA

III. REPORTS & INFORMATION

A. [Chair's Report](#)

B. [Academic Affairs Committee \(AAC\) Report](#)

C. [Faculty Concerns Committee \(FCC\) Report](#)

D. [Graduate Council \(GC\) Report](#)

E. [Institutional Priorities & Resources Committee \(IPR\) Report](#)

F. [Council of University System Faculty \(CUSF\) Report](#)

G. President's Report (oral)

H. Provost's Report (oral)

IV. OLD BUSINESS

Supporting Documents for all proposals can be found on the U: Drive (\\FSUNAS1) at:

AAC: [U:\AAC\Senate](#)

FCC: [U:\Faculty Concerns Committee\Senate](#)

GC: [U:\GC\Senate Items](#)

IPR: [U:\IPR Committee\Senate](#)

Supporting documentation is also available at <https://frostburg.sharepoint.com/sites/facultysenate>

VOTE REQUIRED: FCC 18-18(H) – NOTE THIS ITEM NEEDS A MOTION TO REMOVE IT FROM THE TABLE

Summary Proposal	Rationale
<p>The President of Frostburg State University Requests the following:</p> <ol style="list-style-type: none"> 1. Update to the charter of the Athletic Program Advisory Group: <ol style="list-style-type: none"> a. Changing the name to the Athletic Advisory Council b. Changing the Chair to the Faculty Athletic Representative c. Expanding the membership to include more faculty and students d. Changing the administrator members to include the Senior Woman Administrator, the Asst. Athletic Director for Compliance, the VP for Student Affairs, and the VP for Advancement. e. Changing the role of the group to reporting to the President and supporting the work of the FAR to assist in maintaining institutional control over the athletics program. 2. Include in the Faculty Handbook a position description for the Faculty Athletic Representative (FAR), where none previously existed, which: <ol style="list-style-type: none"> a. Specifies the duties and responsibilities of the FAR. b. Creates a selection process for the FAR. c. Specifies the compensation to be received by the FAR. d. Complies with the NCAA Division II FAR requirements and expectations 	<p>These changes reflect best practices proposed by the NCAA. In particular, these changes meet the Division II expectation for 1) expanded faculty engagement in the institutional control of athletics and 2) a stronger role of the FAR as a faculty advocate for student-athletes reporting directly to the President.</p> <p>This item has two approved amendments from the November 9, 2018 meeting:</p> <ol style="list-style-type: none"> 1. Specifying that out faculty member of the AAC must be female 2. Restating the student membership to state one student from a male team and one student from a female team <p>Dr. Nowaczyk proposes the FAR selection process below in response to feedback from the Faculty Senate.</p>

At least six months prior to the beginning of a term for the FAR, the President and the Faculty Senate Chair will jointly issue a request for nominations (including self-nominations) for the position. Individuals interested in serving as the FAR will submit a current Curriculum Vitae and Letter of Interest to the Office of the President. The Letter of Interest, no more than two pages in length, should address the candidate’s interest and appropriate experience with regard to the FAR’s responsibilities. The deadline for submission should provide the Faculty Senate Steering Committee with at least 21 calendar days for review of all materials.

The Faculty Senate Steering Committee will meet with the President and share its recommendations as to the acceptability or not of each candidate for the FAR position as well as each candidate’s perceived strengths or weaknesses.

The President will select the FAR from the list of unranked acceptable candidates after consulting with the Faculty Senate Steering Committee. In the unlikely event that the recommended candidates are not acceptable to the President, the President and Faculty Senate Steering Committee will reopen the process and seek further nominations and candidates. The candidates forwarded to the President are recommendations and the final decision on the appointment of the FAR rests with the President.

VOTE NOT REQUIRED: AAC 18-28B

Summary Proposal	Rationale
<p>The PASS Office requests the following: Changes in course descriptions to reflect the change from DVMT 100 to DVMT 099. The following courses are affected:</p> <ul style="list-style-type: none"> • CHEM 103 Foundations of Chemistry • GEOG 317 Principles of Geographic Information Science • DVMT 095 Pre-Algebra Mathematics • DVMT 100/099 Intermediate Algebra • MATH 118 Applied Mathematics for Business • MATH 119 College Algebra 	<p>To align the catalog with current USM policy.</p>

VOTE NOT REQUIRED: AAC 18-29

Summary Proposal	Rationale
<p>The Department of Geography requests the following: A new course, GEOG 452 Rural Geography (3 cr.).</p>	<p>Frostburg is ideally situated for a course on rural geography. Western Maryland is dominated by rural characteristics, such as resource dependency, brain drain, tourism driven by natural capital, poverty, and population decline.</p>

VOTE REQUIRED: AAC 18-30

Summary Proposal	Rationale
<p>The Department of Geography requests the following:</p> <ol style="list-style-type: none"> 1. Changes to course frequency: <ol style="list-style-type: none"> a. GEOG 222 – Introduction to Cities b. GEOG 320 – Geography of Latin America c. GEOG 324 – Urban Geography d. GEOG 335 – Oceanography e. GEOG 404 – Geog of Middle East & Central Asia f. GEOG 427 – Geog of Languages and Religions g. GEOG 454 – Geography of Tourism* h. GEOG 455 – Tourism Planning* 2. Course Deletion <ol style="list-style-type: none"> a. GEOG 423 – Geography of the Suburbs 	<p>Changes due to the suspension of the Urban and Regional Planning degree, faculty retirements and shifting teaching duties.</p>

VOTE REQUIRED: AAC 18-31

Summary Proposal	Rationale
<p>The Department of Physics and Engineering requests the following:</p> <ol style="list-style-type: none"> 1. New Courses: <ol style="list-style-type: none"> a. ENEE 481, Project Development in Electrical Engineering b. ENME 481, Project Development in Materials Engineering 2. Change in the description of ENES 491 – Engineering Seminar 	<p>1. We were offering ENES 491, Engineering Seminar in two sections, one for Electrical Engineering and the other one for Materials Engineering concentrations. We will continue to offer ENES 491 as a flexible seminar course for all engineering concentrations. Two new courses, ENEE 481, Project Development in Electrical Engineering and ENME 481, Project Development in Materials Engineering, will be added, each required for the corresponding</p>

<ol style="list-style-type: none"> 3. Change in the prerequisite statement for <ol style="list-style-type: none"> a. ENME 350, Electronics and Instrumentation I b. ENEE 435, Introduction to Wireless Sensor Networks c. ENEE 439, Topics in Signal Processing d. ENEE 461, Control Systems e. ENEE 475, Power Electronics f. ENME 272, Introduction to Computer-Aided Design g. ENES 310, Mechatronic and Robotic Design h. ENES 320, Wind and Solar-Powered Generation System Design i. ENES 401, fundamentals of Energy Engineering j. ENES 220, Mechanics of Materials k. ENES 221, Dynamics 4. Change in Existing Program's Requirements: <ol style="list-style-type: none"> a. Change the ABET Program Outcomes for the BS Engineering Program b. Change in the BS Engineering Program – List of core courses 5. Change in the Collaborative Mechanical Engineering Program's admission criteria 	<p>concentration. Each course will separately address specific project development process in the discipline and prepare students to their Capstone Design Project. This will also eliminate the confusion as to which pre-capstone course the students should take for their concentration.</p> <ol style="list-style-type: none"> 2. This course is no longer offered as a preparation to Capstone Design project. 3. UMD wants to see the content of the entire physics sequence covered before allowing students to enroll in ENME 350. For the other courses listed, the enrollment requirements for each of these courses are sufficient in determining enrollment eligibility of students. Students must earn a C or better in the PHYS 261-264 sequence and in MATH 236, 237, 238, and 432. They should earn a C or better in MATH 237 before they take these courses. 4. ABET has revised the Program Outcomes for the Engineering program -- from A-K to 1- 5. Updated admission criteria to be added to the catalog for students interested in entering the Collaborative Mechanical Engineering program with the University of Maryland. These admission criteria are subject to change based on feedback from the Clark School of Engineering at Maryland.
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VOTE REQUIRED: AAC 18-32

Summary Proposal	Rationale
<p>The University Honors Program requests the following: Change the requirements for the Honors Program for transfer students.</p> <p>Transfer Student Option for Honors</p> <p>Students who transfer to FSU after 2 years completed at a community college that did not have credit-bearing honors courses may be eligible for the Transfer Student Option for the completion of honors credits. All transfer students in honors should ask the Honors Director about their eligibility for this option:</p>	<p>This proposed variation of honors requirements is designed for transfer students who have completed a 2-year course of study at a community college that lacked a credit-bearing honors program. As is, if they wanted to study honors at FSU, these transfer students would arrive with only 2 remaining years to complete our honors requirements. For these transfer students without honors credits, the usual 24 credit hours required in FSU honors isn't feasible within the time frame of only 4 remaining semesters.</p>

<p>a) ENGL 312</p> <p>b) 6 credit hours from the following: IDIS 351 Honors Advanced Colloquium IDIS 491 Honors Seminar</p> <p>c) 6 credit hours in honors electives</p>	
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VOTE REQUIRED: FCC 18-12(H)

Summary Proposal	Rationale
<p>The Academic Department Chairs Council requested the following:</p> <p>For FCC to review and determine whether FSU needs a policy on electronic device usage, particularly video recording.</p> <p>FCC drafted and proposes an addition to FSU Policy 2.025 Course Syllabus to include a suggestion for faculty to include a statement on classroom recording.</p>	<p>The Chairs Council became aware of faculty members who were video recorded without their knowledge and consent. Video recordings could be edited to convey different messages than the original recording.</p> <p>The following proposal is a result of the Chairs Council and FCC working in conjunction with Brad Nixon, FSU's General Counsel, and taking the time to craft language that was respectful of student and instructor privacy as well as academic freedom.</p> <p>FCC expressed a wish to incorporate the recommendation that students must obtain express consent from their instructor prior to recording course activities into the Code of Student Conduct where appropriate.</p>

FCC MOTION:

FCC moves that we update page B-23 of the Faculty Handbook to suggest that syllabi include a statement on the use of recording technology, and that the following language be suggested for inclusion on the instructor's syllabus:

Prior to audio and/or video recording any course activities, students must obtain express consent from the instructor. Permission to record course activities is not a transfer of any copyrights. Recordings may be used only for individual or group study with other students enrolled in the same class and may not be reproduced, transferred, distributed, or displayed in any public or commercial manner. Students must destroy recordings at the end of the term in which they are enrolled in the class.

FCC 18-14: EMERITUS NOMINATION FOR DR. BARBARA ORNSTEIN

Summary Proposal	Rationale
The Department of Educational Professions requests: Emeritus status for Dr. Barbara Ornstein	Dr. Barbara Ornstein retired from the Department of Educational Professions in 2018 after 28 years as a professor in Reading Education. Dr. Ornstein has also served as the Assistant Director of the Children’s Literature Centre at Frostburg State University. As a professor, Dr. Ornstein has positively impacted countless pre-service and in-service teachers through her teaching. Her leadership of many community outreach events such as Storybook Holiday, Pirates Ahoy and Harry Potter Night have touched the lives of thousands of children and families. In 2012, Dr. Ornstein was the first recipient of the President’s Distinguished Faculty Award. Dr. Barbara Ornstein’s exemplary record of teaching, service and professional development serve as supportive evidence for both the Department and the Department Evaluation Committee’s recommendations for emeritus status.



One University. A World of Experiences.

April 22, 2018

To Whom it may concern:

I would like to recommend Barbara Ornstein for Emeritus faculty member. Barbara has been a constant leader in the following areas: increasing retention and improving student persistence to graduation; enhancing experiential and applied learning opportunities for students, both inside and outside the classroom; promoting activities that demonstrate the University’s educational distinction. Barbara has spent more than 20 years providing the very best experience for our students at FSU and also highlighting the benefits of Frostburg State University’s presence in the community and tri-state area.

Dr. Ornstein’s students write copious comments each semester on the faculty evaluation open response forms that share her exemplary teaching skills. These comments detail her skills as a teacher and her efforts to help them through very difficult periods of their program. From the freshman students in her learning community to the seniors completing their last semester, Barbara’s comments tell the story of her care and support for their learning and well being. Many students write how they have learned so much through her classes. Beyond her courses, Barbara seeks out students who need that extra emotional support and invites them to be part of the Frostburg Student Education Association, of which she is the advisor. FSEA provides activities that create a support system and also instill the mindset of service that is characteristic of their future profession in education. Many students stay in contact with Barbara and return after graduation, with their children and families, to participate in various events that Dr. Ornstein organizes.

Dr. Ornstein assists students through difficult transitions by including them in activities that promote awareness of the community. Dr. Ornstein is one of the original and primary organizers of Frostburg’s Storybook Holiday, which connects not only education but university students with the community to spread the love of literature and the joy of working with children. Barbara devoted months of planning and preparation each year for the event. She spends several weeks in the evenings of early December with students setting up an interactive wonderland at City Place in Frostburg. She organizes groups of students to answer the countless letters to Santa, which are all delivered to children in Allegany County and surrounding area schools. She also facilitates the Elf Breakfast, which of course includes student elves. Even the shy and less confident students shine as they participate in reading books, helping children write letters to Santa, and assist with

making holiday craft presents. Dr. Ornstein is the face of Storybook Holiday and embodies the excitement and joy that comes from this annual community event.

Dr. Ornstein is responsible for the longest running environmental training program of any college or University's education program in Maryland. Twice a semester for over twenty years, she has arranged this training for education students in Block I. She has also become involved in teaching a part of the training activities for this environmental program, "Project Learning Tree". To ensure students are able to practice the lessons that they learn, Dr. Ornstein has collaborated with Evergreen Heritage Center in Mt. Savage. Evergreen works with Allegany County Public Schools and all educational centers in the area. Through this program, our education students, who are trained in Project Learning Tree, travel to the center to present lessons to Head Start, YMCA, and groups of middle school children.

Dr. Ornstein is a leader in FSU's Children's Literature Festival. This annual conference is unique to the tri-state area and will be celebrating its 37th year in 2019. The festival requires Dr. Ornstein to constantly write grants that will ensure there are enough funds to implement the event. She has obtained several grants to support the festival endowment. Her efforts also include a collaborative effort to obtain national and local book authors and illustrators, schedule a large array of presentations for the festival, and complete numerous logistical and organizational tasks. All of these tasks are in addition to a full teaching load.

Barbara's dedicated efforts during the academic year are extended to the summer. For several years, she has developed an event called Pirates Ahoy which creates another theme to ensure children retain reading skills and the love of literature during their summer break. The event again requires extensive planning and organization to create this summertime reading experience. Pirate's Ahoy is held at City Place in Frostburg because it is difficult for her to obtain room with all the summer camps at FSU, but each year the attendance at this event has grown. Barbara does not receive a stipend or even assistance from the department or university, but it is through the years of working to develop the Children's Literature Centre endowment that she is able to provide the community with one more reason FSU cares about the children of this tri-state area.

Sincerely,

Dr. Emily Milleson
Associate Professor
Dept. of Educational Professions

FCC 18-15: EMERITUS NOMINATION FOR DR. ROGER DOW

Summary Proposal	Rationale
The Department of Educational Professions requests: 1. Emeritus status for Dr. Roger Dow	Dr. Roger Dow retired from the College of Education and the Department of Educational Professions in 2016 after 39 years as a professor in Reading Education and 3 years as the Associate Dean. Dr. Dow oversaw the Masters of Education program in Reading for many years and served the college, university and the broader community in a variety of ways during his time at Frostburg State University. Dr. Dow's record of teaching, service, and professional development reflect his contributions to the Education programs. Both the Department faculty and the Department Evaluation Committee recommend him for emeritus status.



One University. A World of Experiences.

Dear Colleagues,

I would like to nominate Dr. Roger Dow for Emeritus status. Dr. Dow recently retired from the Department of Educational Professions where he served for thirty-nine years as a Reading professor and for 3 years as the Associate Dean for the College of Education under Dean Clarence Golden.

Dr. Dow came to Frostburg in 1977 having spent ten years in Columbus, Ohio where he earned a master's and a Ph.D. in reading and psychology from Ohio State University. His early years at Frostburg were dedicated to directing the Reading Clinic in the College of Education while simultaneously supervising and teaching in the Graduate Reading Program both at Frostburg and at the University System of Maryland Hagerstown campus. Active in governance, he served multiple terms as a faculty senator and participated in and chaired a number of university-wide committees. His community service included the development of local and regional literacy centers throughout Appalachia while providing training to literacy volunteers and administrators. A published author, Dr. Dow contributed to the Encyclopedia of Appalachia and developed a text in phonics for literacy practitioners which is currently in its fifth edition. An early adopter of online instruction, he gave in-service presentations to his colleagues as they transitioned into supplementing or substituting traditional face-to-face teaching with online alternatives.

As Associate Dean, Dr. Dow's office door was always open for questions from staff, inquiries from faculty members and especially for greeting visiting families of potential students, new transfers and international students. Many a new or prospective student was welcomed and reassured by his friendly demeanor and extensive knowledge of world languages. One of his professional responsibilities in this role was to chair the Unit Monitoring Committee which handles requests from students for exceptions to admission policies for the different points of entry within program levels. In this capacity, he was conscientious in responding to appeals, respectful in working with both faculty and students, and diligent in coordinating and documenting the actions of the committee. This level of conscientious dedication and collaborative leadership is reflective of his involvement with numerous university-level committees over the years.

Dr. Dow's record of teaching, service and professional development in the College of Education stands strong and thus I respectfully request that he be awarded the much-deserved recognition of Emeritus status.

Sally Stephenson, Ed.D.

Professor

Dept. of Educational Professions

VOTE NOT REQUIRED: FCC 18-22

Summary Proposal	Rationale
<p>Academic departments have requested the following: For FCC to review the Faculty Role Model for Professional Development and Achievement and determine 1) whether peer review and/or regional recognition are required to earn a rating of 5; and 2) whether it was appropriate for departments to “bundle” multiple items worthy of a rating of 4 to achieve a rating of 5.</p>	<p>Some academic departments have experienced a disagreement with their respective dean’s office(s) over the interpretation of the Faculty Role Model in this case and the matter was referred to the Faculty Concerns Committee.</p> <p>FCC passed the following resolution:</p>

Whereas, departments have contacted FCC regarding dissenting opinions on the interpretation of the Description of Faculty Role Model on pages A-37—A-38; therefore

Resolved, That FCC supports the interpretation that, for professional development evaluation criteria, a department / the library may allow the bundling of 4s to result in an evaluation of 5, and that departments / the library determine whether peer review / regional recognition is a necessary condition for the evaluation of 5.

VOTE REQUIRED: IPR 18/19-1(H)

Summary Proposal	Rationale
<p>The Institutional Priorities and Resources Committee requests the following on behalf of the Faculty Workload and Compensation Subcommittee: Modify the charter of the Faculty Workload and Compensation Subcommittee to include the Chair of the Academic Department Chairs Council (or designee) as an ex officio member of the subcommittee.</p>	<p>The committee would like to invite the chair of Chair Council to be a member of the committee. This would establish a direct link to the department chairs, as the chairs are the ones that directly deal with workload policy.</p>

V. NEW BUSINESS

As needed.

VI. ADJOURNMENT

REPORTS TO THE FACULTY SENATE

CHAIR'S REPORT

WORD!

I am finally ready to share the results of this year's faculty morale survey. I apologize for the delay. I have attached the results of both the numeric questions and the free response questions. As I did last year, I coded and consolidated the free responses to identify common themes and to protect against the possibility of identifying any respondents. I am also attaching the results of the 2017 faculty morale survey for anyone who would like to do their own comparison.

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Bottom line more important than investing in educational quality	24
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Concerns about the low quality of facilities	14
Concerns about accountability for not following policies	13
President focuses on other things besides academics	12
Concerns about the ineffectiveness of administrators	11
Department chair is effective	10
Concerns about communication & collaboration	10
Issues with workload policy and overloads	10
FSU does not care about employee retention	9
Inequity in faculty treatment across departments	9
Positive comments about working at FSU	9
Morale is low	8

I end with a request. A few of you indicated in the free responses that our shared governance system was not being as effective as you had hoped. Some of you feel that faculty shared governance should provide more checks and balance on the administration. I appreciate that point of view. Sometimes it is necessary for the faculty to stand against something that would be detrimental to our students and the quality of the education we offer, but I do not like obstructing new ideas just because they are new. I prefer the “shared” part of shared governance in which I can help bridge divides and get people working toward a common goal. If you have feedback about how we can do better in that regard, please let me know.

ACADEMIC AFFAIRS COMMITTEE

Wednesday, November 14, 2018

4:00 pm

Compton 237

Attending: Travis English, Chair; Joanna Shore, Secretary; Gerry Snelson; Melody Kentrus, UUCR; Benjamin Forrest, SGA; Jodi Ternent, Office of the Registrar; Jackie Durst; Dee Dee Campbell, Interim Dean of CLAS/Chairs Council Representative; Darrell Rushton; and Lea Messman-Mandicott, Director of the Library & Ex Officio Member (Voting for Daniel Filer)

Excused: Stephanie Hay

Department Representatives: Gregory Wood, Honors Program; Richard Russo, Geography; Eric Moore, Physics and Engineering

- I. Call to order at 4:01. Home-baked chocolate chip cookies provided by Chair to all members and proposal representatives except for Dr. Santamaria-Makang, who was tardy.
- II. Approval of the 10/10/2018 minutes: minutes approved without amendment.
- III. Reports:
 - a. Office of the Provost/Academic Standards Committee-Dr. Doris Santamaria-Makang: Curriculum proposals should be created using the new Canvas site, which should serve to streamline the process. All required documents and forms have been removed from individual committee folders and are now hyperlinked within the Canvas modules.
 - b. Dean's Council-Dr. Dee Dee Campbell: No new items.
 - c. Registrar's Office-Ms. Jodi Ternent: No new items.
 - d. [UUCR](#)-Dr. Melody Kentrus: UUCR passed the changes to the Honors Curriculum to be voted on by AAC today.
 - e. AAC Chair-Dr. Travis English. All October items passed by Senate in November.
- IV. Old Business:

18-28b	The PASS Office requests the following: Changes in course descriptions to reflect the change from DVMT 100 to DVMT 099	Rationale: To align the catalog with current USM policy.	No Vote Required
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- V. New Business:

18-29	<p>The Department of Geography requests the following: A new course, GEOG 452 Rural Geography (3 cr.).</p>	<p>Rationale: Frostburg is ideally situated for a course on rural geography. Western Maryland is dominated by rural characteristics, such as resource dependency, brain drain, tourism driven by natural capital, poverty, and population decline.</p>	<p>Vote Required; passed</p>
18-30	<p>The Department of Geography requests the following: Changes to courses and sequences: GEOG 222 – Introduction to Cities Frequency: from Fall to Variable Rationale: required course in a suspended program</p> <p>GEOG 320 – Geography of Latin America Frequency: from Spring Even to Variable Rationale: shifting teaching responsibilities</p> <p>GEOG 324 – Urban Geography Frequency: from Spring to Fall Even Rationale: required course in a suspended program, but important elective in GEOG department</p> <p>GEOG 335 – Oceanography Frequency: from Fall Even to Variable Rationale: shifting teaching responsibilities</p> <p>GEOG 404 – Geog of Middle East & Central Asia Frequency: from Spring Even to Variable Rationale: shifting teaching responsibilities</p> <p>GEOG 423 – Geography of the Suburbs Delete Rationale: elective course in a suspended program</p>	<p>Rationale: Changes due to the suspension of the Regional and Urban Planning degree, faculty retirements and shifting teaching duties.</p>	<p>Vote Required; passed</p>

	<p>GEOG 427 – Geog of Languages and Religions Frequency: from Fall Even to Spring Odd Rationale: shifting teaching responsibilities</p> <p>GEOG 454 – Geography of Tourism* Frequency: from Fall Odd to Variable Rationale: elective course in a suspended program</p> <p>GEOG 455 – Tourism Planning* Frequency: from Spring Even to Variable Rationale: elective course in a suspended program</p>		
<p>18-31</p>	<p>The Department of Physics and Engineering requests the following:</p> <p>1. New Courses: ENEE 481, Project Development in Electrical Engineering ENME 481, Project Development in Materials Engineering</p> <p>2. Change in the description of ENES 491 – Engineering Seminar</p> <p>3. Change in the prerequisite statement for ENME 350, Electronics and Instrumentation I.</p> <p>4. Change in the prerequisite statement for the following courses: ENEE 435, Introduction to Wireless Sensor Networks ENEE 439, Topics in Signal Processing ENEE 461, Control Systems ENEE 475, Power Electronics ENME 272, Introduction to Computer-Aided Design ENES 310, Mechatronic and Robotic Design ENES 320, Wind and Solar-Powered</p>	<p>Rationale: 1. We were offering ENES 491, Engineering Seminar in two sections, one for Electrical Engineering and the other one for Materials Engineering concentrations. We will continue to offer ENES 491 as a flexible seminar course for all engineering concentrations. Two new courses, ENEE 481, Project Development in Electrical Engineering and ENME 481, Project Development in Materials Engineering, will be added, each required for the corresponding concentration. Each course will separately address specific project development process in the discipline and prepare students to their Capstone Design Project. This will also eliminate the</p>	<p>Vote Required; passed, pending approval by UUCR of changes to capstone requisites</p>

	<p>Generation System Design ENES 401, fundamentals of Energy Engineering ENES 220, Mechanics of Materials ENES 221, Dynamics</p> <p>5. Change in Existing Program's Requirements Change the ABET Program Outcomes for the BS Engineering Program</p> <p>6. Change in the BS Engineering Program – List of core courses Change in the Collaborative Mechanical Engineering Program's admission criteria</p>	<p>confusion as to which pre-capstone course the students should take for their concentration.</p> <p>2. This course is no longer offered as a preparation to Capstone Design project.</p> <p>3. UMD wants to see the content of the entire physics sequence covered before allowing students to enroll in ENME 350.</p> <p>4. For the courses listed above, the enrollment requirements for each of these courses are sufficient in determining enrollment eligibility of students. Students must earn a C or better in the PHYS 261-264 sequence and in MATH 236, 237, 238, and 432. They should earn a C or better in MATH 237 before they take these courses.</p> <p>5. ABET has revised the Program Outcomes for the Engineering program -- from A-K to 1-7.</p> <p>6. Updated admission criteria to be added to the catalog for students interested in entering the Collaborative Mechanical Engineering program with the University of Maryland. These admission criteria are subject to change based on feedback from the Clark School of Engineering at Maryland.</p>	
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18-32	<p>The University Honors Program requests the following: Change the requirements for the Honors Program for transfer students.</p> <p>Transfer Student Option for Honors</p> <p>Students who transfer to FSU after 2 years completed at a community college that did not have credit-bearing honors courses may be eligible for the Transfer Student Option for the completion of honors credits. All transfer students in honors should ask the Honors Director about their eligibility for this option:</p> <p>a) ENGL 312</p> <p>b) 6 credit hours from the following: IDIS 351 Honors Advanced Colloquium IDIS 491 Honors Seminar</p> <p>c) 6 credit hours in honors electives</p>	<p>Rationale: This proposed variation of honors requirements is designed for transfer students who have completed a 2-year course of study at a community college that lacked a credit-bearing honors program. As is, if they wanted to study honors at FSU, these transfer students would arrive with only 2 remaining years to complete our honors requirements. For these transfer students without honors credits, the usual 24 credit hours required in FSU honors isn't feasible within the time frame of only 4 remaining semesters.</p>	<p>Vote required; passed</p>

V. Adjournment at 4:56

FACULTY CONCERNS COMMITTEE

Meeting Room: CCIT 245. Meeting Time: November 14, 2018, 4:00pm

Attending: Justin Dunmyre, Sean Henry, Jennifer Browne, Shoshana Brassfield, Chelsea Schrader, Michael Murtagh, Holly Curry, Jennifer Earles, Ben Norris, Kelly Rock, John Lombardi, Robert Kauffman, Jamison Odone, Skott Brill

Excused: Heather Hurst, William Anderson

Guests attending FCC: Ericsa Kennedy

Call to order 4:01 pm.

II. **Approval of the Minutes of Wednesday, October 10, 2018**

The minutes were corrected and approved.

III. **Reports**

a. **Chair of FCC**

Met with the Ombudspersons and Grievance committee regarding previous business, FCC Chair anticipates that their items will be back before FCC in December. The Provost has requested a monthly meeting with the Chair of FCC, of keen interest is faculty morale. FCC Chair welcomes input on issues of faculty morale.

b. **Council of University System Faculty**

CUSF continuing to work on the faculty salary report. FSU has dropped to the 52nd percentile in salary. CUSF is also continuing work on academic integrity, which will be the focus of a session at the meeting at College Park. A major driver in academic integrity issues is the industry that has been built up around it, especially around students to pay for another person to take an online course on their behalf. Another example is students receiving credit for uploading homework solutions to a national database, they can use this credit to download other homework solutions. *Note from FCC Chair:* It may be worth notifying our students that Dr. Carl Crowe has indicated that merely uploading solutions to such a database is a student conduct violation.

c. **University Chair's Council**

The University Chair's Council has identified some key items on which they wish to work on this year. The top priority is getting workload issues straightened out; to this end, it is especially worrisome that faculty are again teaching without being paid. The next priority is to develop a manual to help new department chairs get things moving, and to also serve as a reference for continuing chairs. Next is seeking ways that Chairs can have more input on how budgets are allocated from the Dean's level down to the departments. The penultimate priority is to have discussions about negotiating GEP schedules when multiple departments offer courses in the same GEP category. The final priority item is to work on establishing a "common time" that would be a time when department/university committee service can be scheduled while simultaneously being at a time that is family friendly (e.g. not 4:00 on Wednesday)

d. **Promotion and Tenure / Permanent Status**

There are 13 applications for Tenure / Promotion. As in years past, the committee will attempt to render all recommendations for tenure and promotion before the end of Finals week, so that faculty are not spending their winter holiday with unneeded anxiety.

e. **Faculty Development and Sabbatical / Professional Leave Subcommittee**

5 applications for sabbatical have been received. All applications have been recommended to the Provost, although one is conditional on the applicant receiving the Fulbright scholarship for which they have applied. **Faculty Handbook Subcommittee**

f. **Chair of Faculty Senate**

The Provost's office has assigned a representative to the Handbook committee, Maureen Lauder. However, there is a scheduling conflict with another meeting scheduled at the same time as the Handbook Subcommittee's meeting. Handbook will be bringing some items, one involving parental leave, to FCC for December.

I. **Orders of the day:**

a. **Special orders (none)**

b. **Unfinished business**

1. **FCC 18-12(H) Updating faculty handbook regarding electronic device usage**

There was a motion on this topic that was seconded and all were in favor. See below.

2. **FCC 18-14: Emeritus Nomination for Dr. Barbara Ornstein** FCC moved to nominate Dr. Barbara Ornstein for Emeritus status, see below.

3. **FCC 18-15: Emeritus Nomination for Dr. Roger Dow** FCC moved to nominate Dr. Roger Dow for Emeritus status, see below.

4. **FCC 18-17(H): Clarifying table regarding promotion and tenure**

There was robust discussion, and FCC intends to take some action. It was tabled until the next meeting so that FCC Chair could create some examples of different formatting styles, as discussed.

5. **Discussion concerning dissenting interpretations of professional development evaluations** FCC passed a resolution on this matter. See below.

6. **FCC 18-16(H): Corrections and Information on Instructional Design and Delivery** FCC adjourned before reaching this item. It will appear in December as unfinished business.

c. **Scheduled business**

1. **FCC 18-19(H): Update the FCC charter to include Chair of Faculty Senate as ex-officio member of FCC.**

FCC adjourned before reaching this item. It will appear in December as unfinished business.

2. **FCC 18-20(H): Update the FCC charter to change timing of elections of officers.** FCC adjourned before reaching this item. It will appear in December as unfinished business.

3. **FCC 18-21(H): Update the handbook to use they/them/their language.**

FCC adjourned before reaching this item. It will appear in December as unfinished business.

d. **Unscheduled business**

II. **Business previously scheduled for the December FCC meeting**

- a. **FCC 18-13a(H) Update to grievance committee in faculty governance section of handbook**
- b. **FCC 18-13b(H) Update to grievance committee in faculty as employee section of handbook**

III. **Adjournment @ 5:59pm**

FCC18-12(H) UPDATING FACULTY HANDBOOK REGARDING ELECTRONIC DEVICE USAGE

FCC moves that we update page B-23 of the Faculty Handbook to suggest that syllabi include a statement on the use of recording technology, and that the following language be suggested for inclusion on the instructor's syllabus: "Prior to audio and/or video recording any course activities, students must obtain express consent from the instructor. Permission to record course activities is not a transfer of any copyrights. Recordings may be used only for individual or group study with other students enrolled in the same class and may not be reproduced, transferred, distributed, or displayed in any public or commercial manner. Students must destroy recordings at the end of the term in which they are enrolled in the class."

Note from FCC Chair: FCC Chair will be following up to find out how to incorporate this language into student handbook / student code of conduct.

FCC 18-14 EMERITUS NOMINATION FOR DR. BARBARA ORNSTEIN

FCC moves to nominate Dr. Barbara Ornstein for Emeritus status.

Note from FCC Chair: Mike Murtaugh noted during our discussion that Dr. Ornstein is wonderful and got him to wear a red and white suit.

FCC 18-15 EMERITUS NOMINATION FOR DR. ROGER DOW

FCC moves to nominate Dr. Roger Dow to Emeritus status.

Note from FCC Chair: Robert Kauffman noted during our discussion that Dr. Dow was very active in shared governance, and was a past chair of FCC.

DISCUSSION CONCERNING DISSENTING INTERPRETATIONS OF PROFESSIONAL DEVELOPMENT EVALUATIONS.

The following resolution was unanimously supported by those members of FCC in attendance:

Whereas, departments have contacted FCC regarding dissenting opinions on the interpretation of the Description of Faculty Role Model on pages A-37—A-38; therefore

Resolved, That FCC supports the interpretation that, for professional development evaluation criteria, a department / the library may allow the bundling of 4s to result in an evaluation of 5, and that departments /the library determine whether peer review / regional recognition is a necessary condition for the evaluation of 5.

Respectfully submitted by Justin Dunmyre, Chair of FCC, with tremendous support from Jen Browne.

GRADUATE COUNCIL

The Graduate Council (GC) met on Monday, November 12, 2018, at 4:00. A report was not available, so the agenda for that meeting is included.

1. Call to order

2. Approval of the minutes from the October 8, 2018 meeting.

3. Reports:

*The Chair and Graduate Services reports are or will soon be in the Agenda and Minutes folder under the proper year and month of this meeting. Please place reports in the U-drive prior to the meeting giving GC members enough time to read and prepare questions as necessary. **If you are writing the report, consider highlighting in some fashion material you think warrants attention.***

All proposals will be due two weeks prior to the Graduate Council Meeting. This will be set to all faculty.

Chair Report

Graduate Services (Dr. Vickie Mazer)

Associate Provost (Dr. Doris Santamaria-Makang)

4. Old Business:

None

5. New business:

Graduate Research Symposium Spring 2019
Feedback Graduate Online Application

6. Other New Business

7. Adjournment

Graduate Council meetings scheduled for the remainder of the academic year:

Fall 2019

December 10th – President's Board Room

Spring 2019

February 11th – Lane Center 108
March 11th – President’s Board room
April 8th – Lane Center 108
May 13th – Lane Center 108

INSTITUTIONAL PRIORITIES AND RESOURCES COMMITTEE

Meeting date and time: November 12, 2018 4:00 p.m., Gira Center 155

In attendance: Michael Flinn, Erica Kennedy, Phil Allen, Ben Norris, Sherri Sheetz, Brent Weber, Diane Murphy, Sara Beth Bittinger, Lei Ye

I. 4:00p - Call to Order

II. Chair’s Comments

I had a meeting with the Provost about low performing degree report. This has been an ongoing topic and where the request for IPR to “step up” and develop academic review plan came from. It is my hope the provost will consider writing a letter stating that IPR’s recommendations about low productivity degree will be acted upon, with exceptions.

There were good talks about closing this loop of low degree performance issues across campus. If we have the time, Sara-Beth will be coming to the November meeting to discuss the FSU Academic Program Review Certificates, AY 2017-2018. This will give us some insight into a process that we may be able to create based on empirical, data driven evidence.

Attached to the meeting time are the certificates which the university turned in last year. In addition, there is a revised copy of the degrees awarded FY14-18. Have a look at that spreadsheet and keep in mind that a program must have of 6 graduates per year or 15 graduates over three years. (I may be wrong on the 6 graduates, but I’m 99.9% positive on the 15 over three).

In addition, there is a draft of a low degree production process that Sara Beth and I came up with on the fly at the meeting. The committee needs to review the draft and make it our own. While it is a good start, I know that we can refine and make it better.

If we decide to move forward with including a yearly review of low productivity degrees, we must change our charter to ensure that it is seen. I would like to have the letter from the provost entered into the IPR records as evidence that we, as a community, are helping better sustain the University by being heavily involved in this process.

It was also reported that few people took advantage of banking. This may be due to individuals not understanding the policy or knowing that it exists. Faculty should start thinking about this now as the Fall schedules are built.

Faculty Workload subcommittee would like to modify their charter to allow the chair of chair on to the committee. This needs to be discussed and approved by IPR.

Finally, Michael Monahan has resigned from faculty senate due to his many other obligations. William Wetherholt from Geography has been appointed to IPR. Welcome, Bill!

III. Old Business

None

IV. New Business

4:05 – Faculty Workload subcommittee would like to modify their charter to allow the chair of chair on to the committee. This needs to be discussed and approved by IPR. *Vote Required*

LY—There was a discussion of what to do for next year. Should they add the chair of chairs to this committee? The reason to add the chair of chairs is to have a direct link to the chairs, as the chairs are the ones that directly deal with workload policy.

RL—Adding the chair of chairs seems to make sense. This seems to be a link that is reasonable.

PA—is this a voting committee? Will chair of chairs vote?

BN—If chair of chairs is going to be non-voting, then we need to specify this.

MF—It seems to be consensus that voting would be reasonable.

Vote to invite chair of chairs to be added to faculty workload subcommittee—Passed unanimously.

4:15 –	IPR 18/19- 1-H	Faculty Workload & Compensation Subcommittee request to modify their charter	The committee would like to invite the chair of Chair Council to be a member of the committee. This would establish a direct link to the department chairs, as the chairs are the ones that directly deal with workload policy	Vote Required; passed
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Presentation - FSU Academic Program Review Certificates, AY 2017-2018, Sara-Beth Bittinger

COMAR—sets guidelines—Certificates are what goes down-state.—When Mike and I met about low productivity, we talked about these certificates which are produced every 7 years. If there is a low number of graduates, dean and provost are approached regarding suspension.

We provided the program review certificates since they have data. IPR seems like a reasonable committee to review program review certificates.

RL—All those levels look at program review certificates? Who writes it and approves it before it goes downstate?

SB—An external reviewer identifies needs which have budget implications—actions are discussed by chair, dean, provost. There are budget implications. All programs are reviewed on 7 year cycles.

BN—The things we are asked to do every 7 years would be more helpful if we do some part of them every year. If evaluations that we do every year look more like what we have to do every 7 years, that would be helpful.

PA—Is there supposed to be a mini-review?

SB—Yes, there is a mid-point review in the making.

4:30 – Discussion of low performing degrees report and what is IPR’s place in this process.

Topics to consider for discussion:

- a) Review Low performing degrees report
- b) Closing the loop with low performing degrees
- c) Review the low performing degree process
- d) Discussion of the low performing degree business process

There was a discussion about how to move forward in terms of examining low performing degrees and what procedures we may adopt in terms of either aiding these programs or discontinuing them. It was noted that it is hoped that any procedures IPR decides upon would be acted upon rather than shelved. It was noted that it would be necessary to have the support of the administration for any procedures decided upon. As there is a possible political aspect associated with discontinuing programs, it is important that decisions relating to this be data driven. It was also noted that programs put on a “watch” list for low performance could potentially get additional attention and resources in order to increase performance of these programs. Ultimately, if there is a process put in place to review low productivity degree, it will be a good move. As it stands now, decisions about low productivity programs are top down. With IPR in the process, it becomes a bottom up decision, much like curriculum development.

The discussion was tabled for further thought and discussion at following meetings.

5:00 – Adjournment.

COUNCIL OF UNIVERSITY SYSTEM FACULTY

No report submitted for November

FSU’s CUSF Representatives for the 2018-2019 Academic Year are:

- John Lombardi (Communication)
- Kelly Rock (Nursing)
- Robert Kauffman (Kinesiology & Recreation)

The CUSF meeting schedule for the 2018-2019 Academic Year is below. This year there will not be a meeting at FSU

Month	Schedule of CUSF Council Meetings for 2018-2019 Academic Year	Location
September	Monday, Sept 17	Shady Grove
October	Wednesday, Oct 10	UMB
November	Friday, Nov 16 (joint)	UMCP
December	Tuesday, Dec 11	Coppin
January	Thursday, Jan 17	USM, Adelphi
February	Wednesday, Feb 13	UMUC
March	Wednesday, March 13	UMCES, Baltimore
April	Friday, April 12	Salisbury
May	Thursday, May 16	Towson
June	Tuesday, June 18 (optional)	UB

FACULTY SENATE MINUTES

Wednesday, November 7, 2018

4:00 PM

LUC Atkinson Room

Senators present: P. Allen, A. Ashraf., D. Blankenship, N. Buta, S. Brassfield, S. Brill, J. Browne, J. Dunmyre, J. Durst, J. Earles, T. English, D. Filer, M. Flinn, S. Hay, S. Henry, R. Kauffman, E. Kennedy, M. Monahan, M. Murtagh, B. Norris, J. Odone, R. Raesly, D. Rushton, G. Snelson, S. Stephenson

Absent (excused): H. Currie, H. Hurst, J. Lombardi, R. Lowe, K. Rock, C. Schrader, J. Shore, B. Weber

Resigned: M. Monohan

Administrators attending: Provost Throop, Vice-President Cash

Meeting called to order at 4:05 pm by Ben Norris, Chair of Faculty Senate.

I. APPROVAL OF THE MINUTES

Faculty Senate Minutes of October 3, 2018 (Distributed electronically)

Mike Flinn moved, Gerald Snelson seconded. Approved.

II. ANNOUNCEMENTS

A. Future Faculty Senate Meetings (4:00 PM in Lane Center Atkinson Room)

Wednesday, December 5, 2018

Wednesday, February 6, 2019 (This meeting only will occur in 397 CCIT)

Wednesday, March 6, 2019

Wednesday, April 3, 2019

Wednesday, May 1, 2019

B. Future Faculty Assembly Meetings

February Faculty Assembly: TBA

April/May Faculty Assembly: TBA

III. REPORTS & INFORMATION

A. [Chair's Report](#)

The Chair recognized the following FSU nominees for Regents Faculty Awards: Justin Dunmyre, Mathematics for Excellence in Teaching; Darrell Rushton, Theatre and Dance, for Excellence in Scholarship, Research or Creative Activity; Jennifer Browne, English and Foreign

Languages & Literature, for Excellence in Public Service; and Rebekah Taylor, Biology, for Excellence in Mentoring. *[More details about their accomplishments can be found in the Chair of the Faculty's report for November.]* The group was updated on the Excellence in Academic Advising project; an initial meeting of the task force will be held next week. The Senate was thanked for endorsing FSU's application for participating in this initiative.

- B. [Academic Affairs Committee \(AAC\) Report](#)
- C. [Faculty Concerns Committee \(FCC\) Report](#)
- D. [Graduate Council \(GC\) Report](#)
- E. [Institutional Priorities & Resources Committee \(IPR\) Report](#)
- F. [Council of University System Faculty \(CUSF\) Report](#)
- G. President's Report (oral)
- H. Provost's Report (oral)

The Provost began by informing the Senate that the President, two Deans and the Vice-President for Administration and Finance were presenting at a national conference on issues in hiring diverse faculty and administrators and could not attend but provided the following updates from the President:

1. Strategic plan—First, the Administration is looking at the allocation of resources. Although we have evaluation of faculty and assessment of student learning, we do not yet have assessment of non-academic areas; this will be implemented with external assistance. Secondly, the President is beginning to put together a plan to close the salary gap. *[Note: Chair of Faculty Senate Ben Norris added that Jamison Odone and Erica Kennedy have been asked to serve as faculty representatives.]*
2. Guild Hall: Environmental testing continues; the President has met with faculty and will continue to share information as it becomes available.
3. Peer institutions: The President is seeking to establish a new set of peer institutions with which to compare ourselves in terms of performance that better match our demographics.
4. Listening sessions: The President has held three listening sessions. Attending one was Mr. Al Delia, the Vice-President for Regional Development and Engagement, and Ms. Arlene Cash, the new Vice-President for Enrollment Management, attended the other two.

Information shared by Provost Throop:

1. McNair Scholars program: The director of this program, for which we partner with UMCP, visited FSU ten days ago. There will be a study abroad trip to Ghana next summer sponsored by this program that our students are eligible to participate in (but do not have to be McNair Scholars).
2. Chairs Council discussion on PINS: At the Oct. 24th meeting of the Chairs Council, the Provost provided a breakdown on PIN requests and funding. Nineteen requests were received; ten are able to be funded. A justification for the decisions was provided to the Chairs.

3. Health Sciences and Education building: Planning continues with faculty involvement. A trip is planned to UMUC to look at new buildings and configurations of office space.
4. CLAS Dean's search: The committee has identified three finalists and an alternate. Candidates will be scheduled for on-campus visits as soon as possible.
5. Associate Provost position: A position announcement is forthcoming for an internal Associate Provost to assist with the responsibilities of the Provost's office. Criteria will include the need for candidates to be tenured.
6. Portfolium project: Doris Santamaria-Makang is continuing to develop this project, which is being piloted in ORIE classes this fall.
7. Online education: A RFP (request for proposals) has been issued for online companies who can help recruit students we might not otherwise have access to. In response to a question regarding which programs, nursing, graduate programs in education and business undergraduate and graduate were mentioned. These vendors would help with program development and provide tech support, and would receive a cut of tuition for students they recruit (the percentage ranges from 40% - 70%).
8. Budget: The Provost recognized progress made by CLAS for reducing the amount of over-budget, and for Education and Business for staying within budget.

The new Vice-President for Enrollment Management, Ms. Arlene Cash, was also invited to address the Senate. She opened the floor for questions and got inquiries about funding for departments' recruitment initiatives. *[To this, Provost Throop responded that the President's cabinet is having conversations about how resources are aligned.]* Vice-President Cash introduced several ideas for directions recruitment might take: looking at ninth and tenth graders, early college programs and adult learners. Actions that are currently being taken include purchasing additional names for Admissions to contact, signing up for the Common Application, and holding visitations every Saturday from now on.

IV. OLD BUSINESS

Supporting Documents for all proposals can be found on the U: Drive (\\FSUNAS1) at:

AAC: <U:\AAC\Senate>

FCC: <U:\Faculty Concerns Committee\Senate>

GC: <U:\GC\Senate Items>

IPR: <U:\IPR Committee\Senate>

Supporting documentation is also available at <https://frostburg.sharepoint.com/sites/facultysenate>

VOTE REQUIRED: SSC 18-01

Summary Proposal	Rationale
<p>The President of Frostburg State University Requests the following:</p> <p>Update to FSU’s honorary degree policy to:</p> <ol style="list-style-type: none"> 1. Provide a more specific timeline and process. 2. To change the representation on the selection committee to: <ol style="list-style-type: none"> a. Provost (Chair) b. Vice President for Advancement c. One Dean (rotated among the colleges) d. The most recent former Chair of the Faculty e. Five tenured faculty: <ol style="list-style-type: none"> i. Three selected by the Faculty Senate ii. Two selected jointly by the Provost and the Chair of the Faculty to ensure diversity 	<p>FSU has not been as active as other institutions in recognizing and rewarding individuals who have met the criteria for an honorary degree. The current policy was last updated in 2001 and does not provide a process or timeline. Previously the committee included only three faculty, one student, one staff, and the VP for Advancement (Chair). The new committee is six faculty members, and includes one dean and the provost, and remove the student, which brings the awarding of honorary degrees more inline with “upon the recommendation of the faculty...” in accordance with USM BOR III-7.00: “The primary responsibility for ... degree requirements resides in the faculty and administration of an institution with final internal approval by the President.”</p>

After a brief discussion, Skot Brill moved to table the proposal until the next meeting so that the President could participate in the discussion. Travis English seconded the motion; the motion carried.

VOTE REQUIRED: FCC 18-18(H)

Summary Proposal	Rationale
<p>The President of Frostburg State University Requests the following:</p> <ol style="list-style-type: none"> 1. Update to the charter of the Athletic Program Advisory Group: <ol style="list-style-type: none"> a. Changing the name to the Athletic Advisory Council b. Changing the Chair to the Faculty Athletic Representative c. Expanding the membership to include more faculty and students d. Changing the administrator members to include the Senior Woman Administrator, the Asst. Athletic Director for Compliance, the VP for Student Affairs, and the VP for Advancement. 	<p>These changes reflect best practices proposed by the NCAA. In particular, these changes meet the Division II expectation for 1) expanded faculty engagement in the institutional control of athletics and 2) a stronger role of the FAR as a faculty advocate for student-athletes reporting directly to the President.</p> <p>Note: FCC passed a resolution asking the full Senate consider the following five items in discussion prior to a vote on FCC 18-18(H) in the Faculty Handbook:</p> <ul style="list-style-type: none"> • FCC would like the Senate Steering Committee collect and vet nominations and self-nominations for the FAR, and

<p>e. Changing the role of the group to reporting to the President and supporting the work of the FAR to assist in maintaining institutional control over the athletics program.</p> <p>2. Include in the Faculty Handbook a position description for the Faculty Athletic Representative (FAR), where none previously existed, which:</p> <ol style="list-style-type: none"> a. Specifies the duties and responsibilities of the FAR. b. Creates a selection process for the FAR. c. Specifies the compensation to be received by the FAR. d. Complies with the NCAA Division II FAR requirements and expectations 	<p>supply that list to the President (for example as in the IRB selection procedure)</p> <ul style="list-style-type: none"> • FCC we would like to see at least one woman faculty on the Athletics Advisory Council • There are inconsistencies in how the FAR is chosen, one section describes them as elected from among the Athletics Advisory Council faculty, elsewhere it is described as being chosen by the University President in consultation with Senate Steering. • There are concerns regarding compensation. Since the FAR is receiving a significant stipend, FCC hoped that the chairs of major governance committees be granted a stipend as well. • Whether or not gender-binary language is appropriate for the document (for instance, whether gender binary language may be in alignment with NCAA Division II standards)
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This proposal elicited extensive discussion and a number of actions. The first point of discussion was FCC’s comments about the selection of the Faculty Athletic Representative (FAR) and whether/how Senate should be involved.

Travis English moved to table the proposal and Darrell Rushton seconded it; however, the Chair did not immediately accept the motion to allow more time for discussion.

The second point of discussion was FCC’s recommendation to stipulate that the Athletics Advisory Council (AAC) include at least one woman.

Justin Dunmyre moved to amend the proposal to include the recommendation that one of the four faculty members on the AAC should be a female faculty member. This led to a discussion on diversity, under-represented groups and gender non-binary language. A clarification was made on the point of “Senior Woman Administrator” to state that this is the highest ranked female of the athletic staff, not the oldest or longest serving (and that this could be a female by identity).

Mike Murtagh called the question; Mike Flinn seconded. A vote was taken on calling the question. It carried with two opposed and one abstention. Justin Dunmyre moved to amend the charter under discussion to specify that one of the committee members must be female; Travis English seconded the motion which motion carried with one opposed and three abstentions.

The next point discussed was about funding for the FAR and payment for services. Following that, there was a discussion on the use of gender-binary language in the proposal document. Justin Dunmyre moved to amend the language to say “student of male team” and “student of female team.” Sally Stephenson seconded the motion and it carried with one abstention.

Mike Flinn moved to call the question for the motion to table the proposal until the next meeting; it was seconded by Gerry Snelson and the motion carried.

VOTE REQUIRED: GC 18-01

Summary Proposal	Rationale
<p>The Department English and Foreign Languages and Literature requests the following:</p> <ol style="list-style-type: none"> 1. Delete the following courses from the list of ENGL offerings <ul style="list-style-type: none"> • ENGL 507 American Fiction 1865-1922x • ENGL 508 Modern and Post-Modern American Fiction • ENGL 526 Modern American Poetry • ENGL 690 Current Concepts in Secondary English 2. Add new graduate courses that will be cross-listed with existing 400-level courses <ul style="list-style-type: none"> • ENGL 550 Women and Literature • ENGL 571 Seminar in Critical Theory 	<p>The courses to be deleted have not been taught for well over a decade.</p>

Motion carried.

VOTE REQUIRED: GC 18-02 (ALSO APPROVED BY IPR)

Summary Proposal	Rationale
<p>The Kinesiology and Recreation requests the following:</p> <ol style="list-style-type: none"> 1. Creation of a two-year direct entry Master of Science in Athletic Training Program to begin in fall 2019 with direct entry students being matriculated to begin in summer 2021. 2. Creation of the following graduate courses: <ul style="list-style-type: none"> ATTR 500 Foundations of Injury Management ATTR 505 Orthopedic Assessment I [Lower Body] ATTR 510 Orthopedic Assessment II [Upper Body] ATTR 515 Emergency Medical Techniques ATTR 520 Rehabilitative Exercise in Athletic Training I ATTR 530 Athletic Training Administration ATTR 600 Athletic Training Practicum I ATTR 605 Research Methods ATTR 615 Athletic Training Practicum II ATTR 620 Rehabilitative Exercise in AT II ATTR 625 General Medical Conditions ATTR 630 Athletic Training Practicum III ATTR 635 Therapeutic Modalities in Athletic Training ATTR 640 Capstone in Athletic Training ATTR 645 Psychosocial Intervention ATTR 655 Athletic Training Practicum IV ATTR 660 Evidence Based Practice in Athletic Training ATTR 695 Athletic Training Practicum V: Immersive Clinical Education Experience ATTR 700 Master’s Athletic Training Research Paper/Project 	<p>This proposal is being submitted in response to the Commission on Accreditation of Athletic Training Education (CAATE) mandate that all athletic training education preparation programs transition to a master’s degree by 2022. In response to this requirement, the Athletic Training proposing a Master of Science in Athletic Training degree program in response to this elevation of degree level mandate. The current Bachelor in Athletic Training (BSAT) program offered at FSU will be suspended upon approval of both the BS/MSAT and MSAT programs. If approved, these programs will begin accepting students in the fall of 2019 with students matriculating to the MSAT direct entry program in summer 2021.</p> <p>The proposed MSAT Program will require 65 graduate credits spanning two years of graduate study (24 months) beginning summer 2021. It will be implemented in 2021, following the suspension of the Bachelor of Science in Athletic Training (B.S.A.T.) program. A request for the suspension of the B.S.A.T. program will be submitting starting in fall, 2019. It will also be implemented simultaneously with the combined Bachelor of Science in Exercise and Sport Science/ Master’s in Athletic Training program, which is being proposed simultaneously with this proposal.</p> <p>All faculty and resources will be allocated to implement the new MSAT program. No new faculty or resources are required to implement the BS portion of the combined BS/MSAT program as the current Exercise Science degree will be used to accommodate this curriculum. Students in the BS/MSAT program will have the option to stop out of the program if they do not meet the admission requirements to the MSAT program or do not wish to continue and</p>

	will receive a BS in Exercise and Sport Science degree upon completing all requirements of this major.
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Motion carried with one abstention.

VOTE REQUIRED: GC 18-03 AND AAC 18-26 (ALSO APPROVED BY IPR)

Summary Proposal	Rationale
<p>The Department of Kinesiology and Recreation requests the following: A five-year Combined BS in Exercise and Sport Science/MS in Athletic Training Program to begin in Fall 2019.</p>	<p>This proposal was submitted in response to the Commission on Accreditation of Athletic Training Education (CAATE) mandate that all athletic training education preparation programs transition to a master’s degree by 2022. In response to this requirement, the Athletic Training Program is seeking approval to begin a combined Bachelor of Science in Exercise and Sport Science/Master of Science in Athletic Training (BS/MSAT) program.</p> <p>The proposed BS/MSAT Program will be a five year accelerated program that will allow students to complete the BS in Exercise and Sport Science (EXSS) degree in 3 years to include summers and the Master of Science in Athletic Training degree with an additional 2 years. The program will consist of 120 undergraduate credits and 65 graduate credits. The student will take 9 graduate credits while an undergraduate the summer prior to matriculation to the Master’s program which will be applied to both the undergraduate BS in Exercise and Sport Science degree and the MS in Athletic Training degree. The student will complete a total of 176 credits combined as opposed to 185. The shared 9 graduate credits will be shared between the BS and MSAT degrees.</p> <p>New Courses: The BS/MSAT Program will consist of courses currently in the undergraduate Exercise and Sport Science Program. The Athletic Training graduate courses will consist of the new courses within the MSAT Program.</p>

Motion carried.

VOTE REQUIRED: GC 18-04 (ALSO APPROVED BY IPR)

Summary Proposal	Rationale
<p>The Department of Nursing requests the following:</p>	<p>The Department of Nursing is requesting to make a number of changes across all concentrations at the MSN degree level, pursuant to an on-site pre-accreditation visit that occurred</p>

<ol style="list-style-type: none"> 1. Change in program objectives 2. Change existing tracks in the MSN program to Concentrations 3. Change the title of the MS in Nursing Administration to Nursing Leadership and Management 4. Change in Program requirements: <ul style="list-style-type: none"> • Remove NURS 652 from the PMHNP curriculum, taking the PMHNP credit hours to 60 instead of 61. • M.S. in Nursing Education concentration will now require a clinical specialty elective that will increase by 3-4 credit hours depending elective chosen. 5. Change in Pre-Requisites: <ul style="list-style-type: none"> • NURS 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 650, 651, 652, 653, 660, 662, 663, 664, 665, 666, 668, 669, 670, 671, 701 6. Change in Course component: <ul style="list-style-type: none"> • NURS 601, 605, 671, 691, 692 7. Change in Course Title and Description: <ul style="list-style-type: none"> • NURS 601, 605, 660, 662, 663, 664, 694 700 	<p>in June, 2018. A detailed description of each proposed change, with rationale, can be found throughout this document.</p> <p>The Department of Nursing is requesting changes to how program objectives are identified. This must be differentiated differently than what currently exists for accreditation purposes.</p> <p>The Department of Nursing is requesting to add one population-focused specialty FNP didactic course to the course requirements for all students in the MSN education concentration. This change is being requested at the insistence of our accreditation specialist in order to meet all accreditation requirements for this concentration. This change will require students to choose from one population-specific didactic course currently offered to students in the FNP concentration and include the following choices: <i>NURS 660</i> (adult and geriatric primary care 4 cr. [3 lecture; 1 lab]), <i>NURS 665</i> (pediatric primary care 3 cr.), <i>NURS 668</i> (women's health in primary care 3 cr.), or <i>NURS 670</i> (mental health in primary care across the lifespan 3 cr.). Nationally, nursing education programs at the MSN degree level are being required to revise curricula in order to provide evidence that students are experts in one or more specialty foci/populations. This change will satisfy that requirement. Additionally, the addition of one of these courses will result in an increase in total credit hours for education concentration students from 37 to 40-41 (depending on the FNP elective chosen).</p>
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Motion carried.

VOTE REQUIRED: AAC 18-27

Summary Proposal	Rationale
<p>The Department of Kinesiology and Recreation requests updates to the Exercise and Sport Science undergraduate catalog page:</p> <ol style="list-style-type: none"> 1. Update course titles and course descriptions. 2. Include admission requirements for the BS/MSAT Program within the EXSS catalog page. 3. Update course offerings for EXSS 315 - Nutrition for the Physically Active. 4. Remove PHEC 413 Rehabilitation Techniques in Sports Medicine from the EXSS course descriptions. 	<p>Proposal to revise the undergraduate catalog copy to reflect the current courses offered within the EXSS program and prepare for the upcoming proposed BS/MSAT Program. EXSS course titles, descriptions, and components have been updated according to current program courses. In addition, a description of the BS/MSAT Program admission requirements has been included in the catalog copy.</p>

Motion carried.

VOTE NOT REQUIRED: AAC 18-28

Summary Proposal	Rationale
<p>The PASS Office requests the following: The course number associated with Intermediate Algebra be changed from DVMT 100 to DVMT 099 effective fall 2019.</p>	<p>DVMT 100 – Intermediate Algebra does not comply with the USM Policy for the Numbering of Academic Courses. According to the USM policy, non-degree-credit courses must be numbered within the “000 – 099” range.</p>

NEW BUSINESS

VOTE REQUIRED: SSC 18-02

Summary Proposal
<p>A resolution to the President to endorse the four nominees for USM Regents’ Faculty Awards from FSU:</p> <ul style="list-style-type: none"> • Teaching –Justin Dunmyre, Mathematics • Scholarship, Research, or Creative Works – Darrell Rushton, Theatre and Dance • Public Service – Jennifer Browne, English and Foreign Languages and Literature • Mentoring – Rebekah Taylor, Biology

The Chair requested a vote of support for the nominees, explaining that the vote is merely symbolic as packages have already been submitted.

Gerry Snelson moved to approve, Robert Kaufmann seconded and also congratulated the Chair on his efforts to advance four people as nominees. Senator Justin Dunmyre was present and thanked the Chair and Senate Steering Committee for their support.

Mike Flinn moved adjournment at 5:55.

V. ADJOURNMENT

Reports to the Faculty Senate

CHAIR'S REPORT

I want to use most of my report to recognize four of our outstanding colleagues who are FSU's nominees for the USM Regent's Faculty Awards.

Justin Dunmyre, Mathematics, is FSU's nominee for Excellence in Teaching. Justin is a recognized leader in undergraduate mathematics education. His work on active-learning, particularly inquiry-oriented learning and the use of undergraduate learning assistants is inspiring faculty at FSU and around the world. His teaching methods led to improvement of student success in service courses such as College Algebra and Calculus I. Justin served as a NSF Teaching Inquiry Mathematics Establishing Support program fellow, won the FSU Faculty Achievement Award for Teaching, and currently holds a USM Elkins Professorship in recognition of his work.

Darrell Rushton, Theatre and Dance, is FSU's nomination for Excellence in Scholarship, Research, or Creative Activity. Darrell is a recognized leader in stage combat instruction and fight direction/choreography, in particular theatrical firearm instruction. He has been invited to be fight director on numerous productions: *City of Angels* at Oklahoma University, *Romeo and Juliet* and *The Three Musketeers* at WVU, *Twelfth Night* at Indiana University of Pennsylvania, *Night of the Living Dead* at the Cumberland Theatre, and *Around the World in 80 Days* and *To Kill a Mockingbird* at FSU. Darrell has also directed *Fool for Love* at the Cumberland Theatre. Reviews of his productions credit his skills in creating physicality in the performances and realism in the fight scenes.

Jennifer Browne, English and Foreign Languages and Literature, is FSU's nominee for Excellence in Public Service. Since becoming Director of the Center for Literary Arts in June of 2016, she has increased the public outreach that the Center has done in support of its mission to promote and celebrate the literary arts. New outreach projects of the CLA under Jennifer's direction include book-making on the Allegany Arts Council Arts Bus and local public libraries; writing workshops with elementary and middle-school aged children as well as veterans; building a creative writing club at Mountain Ridge High School; *Poetry Underfoot* on sidewalks in Allegany County; *Walk, Read, and Write* installations in storefronts in Frostburg; and the *Community Journal Project*.

Rebekah Taylor, Biology, is FSU's nominee for Excellence in Mentoring. Rebekah has mentored 36 undergraduate students through research projects, some of which have resulted in presentations at national conferences. Nearly all have been presented at FSU's Undergraduate Research Symposium. Through her work with the Carl DelSignore Microscopy suite, Rebekah helps students produce a

portfolio of stunning images. One of these images, captured by Logan Cheshire, received a national award through the Federation of American Societies for Experimental Biology. Rebekah advises the Tri-Beta Biology Honor Society and mentors them through their educational outreach and professional development. Rebekah's mentorship helps many of these students attain employment or admission to graduate programs.

Brief Update on Faculty Morale Survey: We had a response rate of 146 to this year's faculty morale survey. The Faculty Senate Steering Committee and I will review the results and share a summary later in November. We will use year's results as a benchmark to see what has changed and where we can make recommendations for improvement.

Faculty Senate: Faculty Senate meetings are at 4 PM on the first Wednesday of each month. The next meeting is Wednesday, November 7 in the Atkinson Room of the Lane Center. Faculty Senate meetings are open to the campus community. You will receive a monthly newsletter from the Vice Chair of the Faculty Senate, and full copies of the agenda and supporting documentation are available at <https://frostburg.sharepoint.com/sites/facultysenate>.

ACADEMIC AFFAIRS COMMITTEE

Wednesday, October 10, 2018

4:00 pm

Compton 237

Attending: Travis English, Chair; Joanna Shore, Secretary; Gerry Snelson; Melody Kentrus, UUCR; Benjamin Forrest, SGA; Jodi Ternent, Office of the Registrar; Jackie Durst; Dee Dee Campbell, Interim Dean of CLAS/Chairs Council Representative; Stephanie Hay; Darrell Rushton; and Lea Messman-Mandicott, Director of the Library & Ex Officio Member (Voting for Daniel Filer)

Excused: Daniel Filer; and Doris Santamaria-Makang, Provost's Office

Department Representatives: Hunter Brakeall (on behalf of Kinesiology and Recreation)

- I. Call to order at 4:03
- II. Approval of the 9/12/2018 minutes without amendment
- III. Reports:
 - a. Office of the Provost/Academic Standards Committee-Dr. Doris Santamaria-Makang: No report
 - b. Dean's Council-Dr. Dee Dee Campbell: 1) Class is now made up of 19 departments 2) The Provost's Office has divided up the following assignments: E-portfolios, Promotion/Tenure Internal Portfolios, Online Curriculum, Graduate Studies, and Faculty Development 3) D, F, & W, too high in many STEM course and a few other courses on campus.

- c. Registrar’s Office-Ms. Jodi Ternent: 1) Today the new VP of Ms. Arlene Cash started. 2) Midterm Warning of 86.6% of rosters 3) 545 rosters completed their warnings 4) 73 were missing at time of deadline.
- d. [UUCR](#)-Dr. Melody Kentrus: No report
- e. AAC Chair-Dr. Travis English: 18-25 was sent back to Academic Standards for the development of language regarding FX grades in online classes.

IV. New Business:

<p>18-26</p>	<p>The Department of Kinesiology and Recreation requests updates to the Exercise and Sport Science undergraduate catalog page:</p> <ol style="list-style-type: none"> 1. Update course titles and course descriptions. 2. Include admission requirements for the BS/MSAT Program within the EXSS catalog page. 3. Update course offerings for EXSS 315 - Nutrition for the Physically Active. 4. Remove PHEC 413 Rehabilitation Techniques in Sports Medicine from the EXSS course descriptions. 	<p>Rationale: Proposal to revise the undergraduate catalog copy to reflect the current courses offered within the EXSS program and prepare for the upcoming proposed BS/MSAT Program. EXSS course titles, descriptions, and components have been updated according to current program courses. In addition, a description of the BS/MSAT Program admission requirements has been included in the catalog copy.</p>	<p>Vote Required</p>
<p>18-27</p>	<p>The Department of Kinesiology and Recreation requests the following: A five-year Combined BS in Exercise and Sport Science/MS in Athletic Training Program to begin in Fall 2019.</p>	<p>Rationale: The proposed BS/MSAT Program will be a five year accelerated program that will allow students to complete the BS in Exercise and Sport Science (EXSS) degree in 3 years to include summers and the Master of Science in Athletic Training degree with an additional 2 years. The program will consist of 120 undergraduate credits and 65 graduate credits. The student will take 9 graduate credits while an undergraduate the summer prior to matriculation to the Master’s program which will be applied to both the undergraduate BS in Exercise and</p>	<p>Vote Required</p>

		<p>Sport Science degree and the MS in Athletic Training degree. The student will complete a total of 176 credits combined as opposed to 185. The shared 9 graduate credits will be shared between the BS and MSAT degrees.</p> <p>New Courses: The BS/MSAT Program will consist of courses currently in the undergraduate Exercise and Sport Science Program. The Athletic Training graduate courses will consist of the new courses within the MSAT Program.</p>	
18-28	<p>The Department of Mathematics requests the following: The course number associated with Intermediate Algebra be changed from DVMT 100 to DVMT 099 effective fall 2019.</p>	<p>Rationale: DVMT 100 – Intermediate Algebra does not comply with the USM Policy for the Numbering of Academic Courses. According to the USM policy, non-degree-credit courses must be numbered within the “000 – 099” range.</p>	<p>No vote required</p>

V. Adjournment

FACULTY CONCERNS COMMITTEE

Meeting Room: CCIT 245. Meeting Time: October 10, 2018, 4:00pm

Attending: Justin Dunmyre, Sean Henry, Jennifer Browne, Heather Hurst, Shoshana Brassfield, Chelsea Schrader, Michael Murtagh, Holly Curry, Jennifer Earles, William Anderson, Ben Norris.

Excused: Kelly Rock, John Lombardi, Robert Kauffman, J. Odone, S. Brill

Guests attending FCC: Bradford Nixon, Kristin Shimmin I.

Call to order 4:05 pm.

II. **Approval of the Minutes of Wednesday, September 12, 2018** Approved, unanimous.

III. **Reports**

a. **Chair of FCC**

Workload committee discussed inconsistent application of workload policy. Inappropriate workload placed on adjunct faculty. FCC and Workload committee to create a pathway for workload related complaints. Workload may discuss team teaching.

b. **Council of University System Faculty**

No Report

c. **University Chair's Council**

Continued discussion of Workload related issues. Approximately 25% of departments represented at Chairs' Council Meeting reported that there was unpaid teaching happening in their department.

d. **Promotion and Tenure / Permanent Status**

Chair of Promotion and Tenure to work with Chair of FCC to draft a potential policy for Academic Administrator Tenure proceedings, based on input from FCC and from the University President. The Interfolio software may, unfortunately, not be ready in time for the Tenure and Promotion cycle this year, but there is momentum for it to be adopted for this year's annual evaluation cycle. This would facilitate familiarity with the software for those applying for tenure / promotion next year. FCC raised concerns about the timeline of evaluations given that this is a new system, the Chair of Promotion and Tenure will take these concerns to his next meeting with the Provost.

e. **Faculty Development and Sabbatical / Professional Leave Subcommittee**

Five sabbatical applications have been received. Three grant applications have been received. There will be budget remaining for applications in the Spring.

f. **Faculty Handbook Subcommittee**

Working on minor handbook corrections. There is not yet a representative to the Provost's office regarding publishing our handbook changes. Last year Ben Norris graciously performed this duty pro bono.

g. **Chair of Faculty Senate**

Provided context for Athletic related proposals that are before FCC. Indicated desire to have this heard by Senate in November.

IV. **Orders of the day:**

a. **Special orders (none)**

b. **Unfinished business**

1. **FCC 18-12(H) Updating faculty handbook regarding electronic device usage**

Principle body amended and unanimously approved. Pending final discussion regarding where and how it is to be incorporated into the handbook.

2. **FCC 18-13a,b(H) Update to grievance committee in faculty governance section of handbook**

FCC unanimously voted to postpone until a meeting between Ombudspersons' Committee, Grievance Committee, Chair of FCC, and Chair of Senate can take place.

c. **Scheduled business**

1. **FCC 18-18(H): Athletics Advisory Council and Faculty Athletic Representative (FAR)**
Remaining quorum of FCC unanimously supported the resolution below.
2. **FCC 18-14: Emeritus Nomination for Dr. Barbara Ornstein**
Did not discuss due to time, will appear as unfinished business next meeting
3. **FCC 18-15: Emeritus Nomination for Dr. Roger Dow**
Did not discuss due to time, will appear as unfinished business next meeting
4. **FCC 18-16(H): Corrections and Information on Instructional Design and Delivery** Did not discuss due to time, will appear as unfinished business next meeting
5. **FCC 18-17(H): Clarifying table regarding promotion and tenure**
Did not discuss due to time, will appear as unfinished business next meeting

d. **Unscheduled business**

1. **Discussion concerning dissenting interpretations of professional development evaluations** Did not discuss due to time, will appear as Scheduled business next meeting

v. **Adjournment** 6:20pm**FCC's Resolution regarding FCC 18-18(H)**

Whereas, The Faculty Concerns Committee respects the Chair of the Faculty Senate's desire to discuss, at the November meeting of the Faculty Senate, the incorporation of the proposed Athletics Advisory Council and Faculty Athletic Representative descriptions into the Faculty Handbook; and

Whereas, The Faculty Concerns Committee's meeting time was taken up by Unfinished Business; and

Whereas, The Faculty Concerns Committee has concerns regarding some of the proposed language; and Whereas, The Faculty Concerns Committee has not had a chance to fully vet the proposed language; it is

Resolved, That the Faculty Concerns Committee will advance the proposed Athletics Advisory Council and Faculty Athletic Representative descriptions to be considered by the Faculty Senate; and

Resolved, That the Faculty Concerns Committee requests that the Faculty Senate engage in a thorough debate of the proposed Athletics Advisory Council and Faculty Athletic Representative descriptions before voting to include them in the Faculty Handbook.

In our discussion of this proposal, FCC noted the following:

- That we would like the Senate Steering Committee collect and vet nominations and self-nominations for the FAR, and supply that list to the President (as in the IRB procedure)
- That we would like to see at least one woman faculty on the Athletics Advisory Council

- That there are inconsistencies in how the FAR is chosen, one section describes them as elected from among the Athletics Advisory Council faculty, elsewhere it is described as being chosen by the University President in consultation with Senate Steering.
- That there are concerns regarding compensation, since the FAR is receiving a significant stipend, that we hoped that the chairs of major governance committees be granted a stipend as well.
- Whether or not gender-binary language is appropriate for the document (for instance, gender binary language may be in alignment with NCAA Division II standards)



Supporting documentation, including the meeting agenda and text of proposals, are readily available upon request.

This report respectfully submitted by Justin Dunmyre, Chair of FCC, with great support from Jennifer Browne, Secretary of FCC.

GRADUATE COUNCIL

The Graduate Council (GC) met on Monday, October 8, 2018, 4:00 – 5:15 PM.

Present: Ali Ashraf, Jennifer Bishoff, Natalia Buta, Vickie Mazer, Rich Raesly, Doris Santamaria-Makang, Jamelyn Tobery-Nystrom, Pam Williams, Eyad Youssef, J. Durst, Kara Platt, Brad Rinard

Excused: Chris McGhee

Minutes recorded by Rich Raesly, Secretary

Call to Order

- Meeting was called to order by Jamey Tobery-Nystrom (Graduate Council Interim Chair)

Approval of Minutes

- Several editorial changes were made to the 10 September 2018 minutes (which will appear in the minutes uploaded to the U-drive Graduate Council folder)
- Motion to approve as amended: P. Williams, seconded by N. Buta
- **Amended Minutes approved by unanimous vote**

Graduate Services Report – V. Mazer

- A CLAS Student Representative for GC is required; an announcement went out to Graduate Program Coordinators on Friday 5 October
- Graduate Services will need to meet again in early November regarding assistantships

- The Provost is currently meeting with College Deans and Graduate Program Coordinators to discuss graduate assistantships There has not been much change in graduate enrollment
- There has also been discussion regarding extending the time frame for graduate assistantships
- There was a proposal (by a current graduate student) to increase stipend to \$10.10/hour
- There is still a lot of work to do on recruitment and retention
- Graduate Program Coordinators will receive a questionnaire regarding what duties are performed by graduate students
- There will be a hold on Spring 2019 graduate assistantships until more information can be gathered on budget
- The PA program has an accreditation visit on 15-16 October; to date there have been 170 applications for 25 positions

Associate Provost Report

- Conducting training for Associate Deans regarding curriculum approval process
- A Canvas training site is being developed for the curriculum approval process at both the institutional and MHEC levels; all forms are going to be available on the Canvas site
- The site will launch in (hopefully) 2-3 weeks
- There will be different training modules
- Meeting schedules for committees will be included, as will deadlines in the proposal process
- All FSU forms will be available as hyperlinks
- MHEC form will be available as URLs

Old Business

-New GC Chair election: N. Buta self-nominated, but only for the 2018-2019 academic year

- **Approved by unanimous vote**

-Athletic Training Program (J. Durst)

Proposal is available at **U:\Graduate Council\Pending GC Agenda Proposals\2018ATTR**

- Two separate but related proposals have been submitted that involve the transfer of the undergraduate Athletic Training Program to the graduate level; the first involves a 5-year combined BS/MS degree that complies with the MHEC standard for nine (9) shared undergraduate/graduate credits; the second is a proposed 2-year MS program for undergraduates with the appropriate background
- N. Buta: Is the GRE required? There seems to be inconsistency. Resolution: The 'GRE Required' section will be deleted.
- V. Mazer: Catalog draft of the combined BS/MS 5-year program – delete all required courses after 'Requirements for Major in Exercise and Sport Science Requirements'
- R. Raesly: It is unclear how many credits of ATTR 700 are required or may be counted towards the M.S. degree. Resolution: the number indicated will be aligned with the number required.
- R. Raesly – motion to approve both the 5-year combined BS/MS proposal and the 2-year MS proposal for students with appropriate academic background as amended

- P Williams – second
- **Amended ATTR proposals approved by unanimous vote**

-English (M. Lutz)

Proposal is available at **U:\Graduate Council\Pending GC Agenda Proposals\ENGLISH September 18**

- Course changes – cross-listing of new graduate courses with existing 400-level courses
- V. Mazer: 101/111 or permission of instructor should be in revised version
- V. Mazer: omit previous version of executive summary on U-drive and replace with the updated, revised version
- N. Buta – motion to accept with changes
- P. Williams – second
- Amended ENGL proposal approved by unanimous vote
 - M. Lutz will obtain required signatures from Dean and Graduate Council Chair; she will follow up with R.S. Fritz

-Nursing (K. Platt)

Proposal is available at **U:\Graduate Council\Pending GC Agenda Proposals\2018NURS**

- Early accreditation of the Nursing Program is in progress
- New and existing programs will be aligned
- The current proposals (there are two): (1) the minor proposal involves changes in titles and components, (2) the major proposal is related to changes in tracks/concentrations, which has gone through D. Santamaria-Makang's office.
- V. Mazer suggested additional changes to the minor proposal including changing 601 to 4 hours (instead of 3), title and description changes for 603
- K. Platt will send bulleted list of changes that align catalog with course descriptions and Executive Summary. This has to be completed before forwarding to Senate
- PO7 form is not signed
- N. Buta – motion to approve major proposal that changes tracks to concentrations
- P. Williams – second
- **Proposal to change tracks to concentrations approved by unanimous vote**
- P. Williams – motion to approve proposal that focuses on small changes in titles and components contingent on completing changes and obtaining signed PO7 form
- J. Bishoff – second
- **Amended proposal to change titles and components in Nursing Program approved by unanimous vote**

New Business

- There is a proposal from Education
- V. Mazer – Get any graduate catalog changes (for the Fall 2019 Supplement) to graduate Council before the 12 November GC Meeting

- The will be an upcoming Business Certification Program discussion

Meeting Adjourned 5:15 PM

Respectfully submitted by Natalia Buta

INSTITUTIONAL PRIORITIES AND RESOURCES COMMITTEE

Meeting date and time: October 8, 2018 4:00 p.m., Gira Center 155

Call to order—4pm

Present—M. Flinn, M. Monahan, D. Blankenship, E. Throop, B. Weber, B. Norris, P. Allen., R. Lowe, E. Kennedy, S. Sheetz, D. Murphy, L. Ye, J. Durst, H. Gable

CHAIR’S COMMENTS

In the September meeting, we were asked to reflect on our observations about the lack of programs being suspended. I would like to have this discussion soon, but there will be little time for discussion on this matter this month. I invite anyone with thoughts to email them to me or write them down for discussion at a future meeting, perhaps November.

During the workload meeting, it came to our attention that Nursing has asked to be put on a twelve-month contract due to their administrative workload and teaching requirement during the summer. I spoke with the Provost and she has taken some action with this request. I would like for IPR to discuss the proposal and help the Nursing Department align themselves with the PA program and other, similar, programs across the nation. In addition, there are may be accreditation considerations.

NEW BUSINESS

4:05 - Presentation of the Budget followed by discussion

DM—We are going to discuss the past three fiscal years. In fiscal year 18, we operated in the black. The administration is pleased. The budget was balanced despite having less revenue. We had some reductions, but no furloughs.

\$2.6 million toward state facilities renewal for fy2018

Fy2019—We built the budget with summer school money in it.

Health and retirees health—if we don’t use these funds, we have to give it back.

Mandatory—buildings in system—pay annually around \$3 million—increase for scholarship, put less in fund balance for 2019 in order to pay for PA program.

State appropriations have increased for fy2020 for the PA program—hoping we will get this funding. In FY19—got ½ year COLA and later got additional funding.

There have been some issues on campus and we may have to shift around funding (such as for Guild).

Table with State Facilities Renewal: \$2.3 Million--Funding Included academic spaces, updates to buildings including Dunkle, Guild, SERF utility upgrades, etc.

Merit and COLA for 2020 won't likely be known until December.

Enhancement requests for 2020—capped at \$5 million—ours around \$ million.

MM—Where is our fund for residence hall problems?

DM—We are going to have conversation with System's. The administration is working with the system office to determine what will happen.

MF—Seems like we are in a much better place than last year?

DM—We have had to reimburse some students due to dorms, so we still have to see where we are.

ET—Rather than focusing on what expenses are, we should be focusing on where revenue is coming from. We didn't do this exclusively. CLAS is probably underfunded, but can't make big changes.

MM—What about the old police building getting attention in terms of renovation vs. Guild?

EK—What happens in terms of funding for building emergencies?

DM- In cases of emergency, we may have to reallocate funds. We are still waiting for the report for Guild to determine what the costs are going to be.

MF—What about holding GA positions if we are in a good situation?

ET—We are interested in increasing the stipend to GAs. FSU is generous in terms of tuition for GA's. We either have to reduce the number of GA's or reduce the number of credits we are paying for. The student's needs have not been considered as much in the past. This will be discussed with graduate council.

MM—Things in the past have been haphazard, and then they came up with a formula.

ET-Some programs have huge undergrad numbers that either need adjuncts or GA help—We are making progress with the working group.

PA—Can you tell me why SERF building is being funding?

ET—We still need to take care of the building.

OLD BUSINESS

Reports-

Report from the faculty Workload and Compensation subcommittee with brief discussion

Faculty Workload update (new representative: L. Ye)—At the meeting we elected officers. We discussed the issue about workload for students in the performing arts and how do we handle overload

courses and adjuncts. We also discussed 12 month contracts for the nursing program. We are monitoring the workload policy for USM. Should we examine reassigned time?

ET- All reassigned time currently adds up to 33 FTE.

NEW BUSINESS

Substantial modification in the *Master of Science in Nursing*, proposal representative: Dr. Heather Gable, Department of Nursing

Vote Required: motion passes unanimous

HG—Proposal change in Master of Science in Nursing—need for editorial changes, accreditation person came in and gave feedback. They look for consistent learning outcomes across all levels, which is what is reflected in the overall proposal. This is why there is a change from tracks to concentrations. We now have 4 students learning goals, and have changed tracks to concentrations to match what is needed. The consultant suggested title changes linked to lifespan designations. We have a site visit coming up in the spring. We want to integrate our clinical tracks with non-clinical tracks. The curriculum is really not changing. There are no funding changes related to this. We are really just making editorial changes. We weren't telling the story of our program well.

MM-motion to approve proposal for changes in the Master of Science in Nursing, Randy seconded.

Combined Bachelor of Exercise and Sport Science/Master of Athletic Training (BS/MSAT), proposal representative: Ms. Jacqueline R. Durst, Department of Kinesiology and Recreation

Vote Required: motion passes unanimous, with the following amendments:

with stipulation of moving paragraph, clarifying wording (mflinn - edits were completed 10/11/2018 and uploaded to IPR and AAC)

Jackie Durst from Kinesiology—Our accrediting body says that can't accept undergrads into program—We have created a 5 year dual degree program—undergrad and grad program. Salisbury has a 6 year program. There are 9 grad credits that students will take in their senior year. It meets MHEC requirement for a shared program. Does this require new resources? In the master's program—2 year program—all current faculty will be used in the master's program. We won't need to hire more. We currently have adjuncts also that would aid in teaching in the master's program. We won't need to request new resources for the combined program, also won't need new faculty. We have letters of support relating to this.

MF—Do you worry about what's going to happen with many classes being offered over the summer?

JD—Yes, there are other universities having summer courses.

MF—Is it mandated that someone teach those summer courses over the summer?

JD- No, it is not mandated, but have letter of support saying that a person will be teaching courses over the summer.

MM—Are there some classes that are face to face? Will there be students in seats?

Jackie—Yes.

JD—I have noticed a possible typo in one of the tables—in master’s of science proposal. In table 1 about resources, it is listing part-time students rather than full-time students.

SS—We will have to check with Vicki about that.

DM—It might be because grads are by the credit hour for calculations. It might be different because of the wording for a dual enrollment program.

MF—if this passes, I will ask that you make an amendments to make a statement about the wording of this.

MM—By looking at these charts, we should be rolling in money.

DM—We do look at 3 year reports, so we do get feedback about how programs are performing.

SS—There is a statement about how those values are calculated down below, but maybe it can be moved to make it clearer.

Motion to approve program—Randy L. (with stipulation of moving paragraph, clarifying wording)

Motion passes unanimously

Further discussion in the IPR minutes

Discussion of converting nursing program contracts to 12 months

MF--PA program is a 12 month salaried position. Heather G. has been trying to do same thing for nursing program due to accreditation process.

HG—Our accrediting body will look at us to make sure that faculty are treated like other programs. Up to this point, nursing had been treated like other faculty, but then the PA program appeared and it is noted that there is no longer parity with faculty. Right now it would come up as being not compliant with accrediting body since there is not parity between PA program and nursing program. They have 12 month contracts with one day a week built in for practice. This practice is just expected in nursing and not built into contracts. Currently there is not parity. The program coordinators are here year round. We have been writing grants to support this time.

BN—This change might be cost neutral to FSU to annualize your contracts. We still need more numbers.

HG—Large amount of our funding is coming from grants.

PA—Some things that are in the proposal involve things that faculty in other departments do for free. This is an issue in terms of fairness. In terms of advising, writing grants, etc., many faculty currently do these activities for free.

BN—The difference is that the program is 12 months. Her faculty are required to teach over the summer, but other programs aren't required to teach over the summer. We need to see the numbers to be able to make a comparison. There might not be a big difference between current system and what is proposed.

PA—If it costs more to teach your students, why don't you charge more?

HG—Our competitors have similar tuition, so we are limited.

MF—Looking at accreditation issue, then we should write some sort of recommendation that this should be examined further. There are other programs that have 12 month contracts (library, MBA).

Ben—Lots of programs do extra grant writing, etc—Their department mandates it.

MF—I want to sit on this for a month and come back to it.

DB—Justification should be with the numbers.

HG-The consultant did a mock interview—the issue in terms of parity comes up.

MF—Let's table this topic and try to get more numbers.

The meeting was adjourned at 5:51 p.m.

COUNCIL OF UNIVERSITY SYSTEM FACULTY



COUNCIL *of* UNIVERSITY
SYSTEM FACULTY

CUSF- October 10, 2018

UMB

UMB Provost Bruce Jarrell spoke. Said UMB emphasizes “IPE” (inter-professional education), community outreach/engagement is also vital. UMB has a “community engagement center” in west Baltimore (in conjunction with Under Armor). Opened “GRID” (graduate research and innovation district). Master facilities plan to clear out part of Lexington Street to make a sports field, also make that area a “hub” (restaurants, etc.).

State of Shared Governance: (Karen Clark)

The main gist of this report was simply to discuss how CUSF was and is working to make sure there's a common sense of what shared governance is. They are continuing to advocate to hav faculty to have a voice in all matters.

Possible plan to recommending system schools create work groups (via Faculty Senate) where each senator would be part of a separate work group tasked with working on a specific issue.

Update from Chancellor: Major convening regarding Title IX. Senate Bill 607, which was passed, states that each person in the process is due legal counsel...provided by MHEC. New Title IX regulations coming down from Dept. of Education- Two areas of concern:

1. Pushing back on “our standard” of evidence (currently it’s “preponderance of evidence”, Feds want it to be “clear and convincing” evidence)
2. Two new bills: Require certain kinds of training for all employees (new employees must be trained within the first 6 months and on-going employees must be trained at least every other year). Bill suggests that all training include at least some face-to-face training. (HB 1423).

Healthcare “challenges”: Most new employees are having to pay out-of-pocket until they can be reimbursed (there’s been a State/DBM issue with enrolling new employees). Retirees are having diminished access to prescription drugs. ACA/Fed plan was to cover X and the state was to cover Y. When the Feds changed the plan the state funds were no longer sufficient to cover the gap between Fed and State contributions.

Campus Safety is an on-going issue. There will be a panel at the next Ed Policy meeting to include campus police chiefs, students, etc. BOR doesn’t seem to recognize how comprehensive the USM safety plans are nor do they understand the complexity of the issue (for instance, UMCP covers 8 different jurisdictions). All campus police chiefs meet monthly. There is an on-going collaboration where police forces from one campus can, quickly, come to the aid of another campus police force.

Chair’s Report: CUSF chair was absent

Update on Faculty Salary Report: BOR policy seeks salaries that are in the 85th (goal) percentile. USM, even with the 2% COLA, is falling back. FSU (52%), UB (89%, excluding law school), UMCP (88%). Program director at UMB gets \$10k a year for being a program director.

Board of Regent’s Faculty Award Update: None given

Ed Policy Meeting: Planned activities/discussion for November’s joint (faculty, staff, student) meeting.

Committee Reports:

Legislative Affairs: Encouraging people to visit legislators, when possible. Try to create a personal connection. Legislators have a constant stream of people coming through their offices; have a story to tell...that’s what they remember.

Important ballot initiatives coming up; want to encourage members to think about the initiatives carefully and vote.

Education Policy: MJ Bishop and the Kirwan Center are tasked with promoting innovative teaching. CUSF was concerned that having a convene in the fall (regarding academic integrity) would be too soon. It is felt that we need to more fully define the issue of “academic integrity” first. At the Sept. CUSF meeting it was decided to recommend that the convene be moved to the spring. Since then, it has been moved. Ed Policy is trying to come up with a presentation to address the issue at the November meeting.

Faculty Concerns: Group has been tasked with understanding how faculty are evaluated as a whole. Collected student and faculty evaluation instruments. Kelly (Rock) did an amazing job of collating all the materials. This isn’t to tell institutions how to evaluate, but to give an overview of how it’s done. Also, working to determine how each university defines and evaluates “service”.

From Joann Boughman (Senior Vice-Chancellor for Academic and Student Affairs, USM): USM is trying to modify the system-wide workload policy. The hope is that this will no longer look only at how many 3-credit classes people are teaching. It will, hopefully, allow for other things to be counted within workload (service, for instance). USM wants to more clearly articulate that appointment, tenure, and promotion are a faculty driven process. BOR has raised the issue of post-tenure review and are concerned that there are no “teeth” to it. This is not to be thought of as an “up or out” concept, but instead to look at where a tenured faculty may better fit/serve the university if/when his/her focus shifts later in his/her career.

Submitted by John Lombardi

FSU’s CUSF Representatives for the 2018-2019 Academic Year are:

- John Lombardi (Communication)
- Kelly Rock (Nursing)
- Robert Kauffman (Kinesiology & Recreation)

The CUSF meeting schedule for the 2018-2019 Academic Year is below. This year there will not be a meeting at FSU

Month	Schedule of CUSF Council Meetings for 2018-2019 Academic Year	Location
September	Monday, Sept 17	Shady Grove
October	Wednesday, Oct 10	UMB
November	Friday, Nov 16 (joint)	UMCP
December	Tuesday, Dec 11	Coppin
January	Thursday, Jan 17	USM, Adelphi
February	Wednesday, Feb 13	UMUC
March	Wednesday, March 13	UMCES, Baltimore
April	Friday, April 12	Salisbury

Month	Schedule of CUSEF Council Meetings for 2018-2019 Academic Year	Location
May	Thursday, May 16	Towson
June	Tuesday, June 18 (optional)	UB