

FACULTY SENATE NEWSLETTER

November 2018

A MESSAGE FROM THE CHAIR OF FACULTY

Colleagues,

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*.

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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>.

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
Natalia Buta, Chair of the Graduate Council
Mike Flinn, Chair of the Institutional Priorities and Resources Committee

Academic Affairs Committee

Travis English, Visual Arts (Chair)
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 council, Graduate Council also has faculty representatives from the various graduate programs, including the chair, Natalia Buta

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
Michael Monahan, Management
Brent Weber, Music

Council of University System Faculty Representatives

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

FACULTY SENATE AGENDA

Wednesday, November 7, 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, 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

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: 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> |

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. 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>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 supply that list to the President (for example as in the IRB selection procedure) |

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| <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"> Specifies the duties and responsibilities of the FAR. Creates a selection process for the FAR. Specifies the compensation to be received by the FAR. Complies with the NCAA Division II FAR requirements and expectations | <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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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"> Delete the following courses from the list of ENGL offerings <ul style="list-style-type: none"> ENGL 507 American Fiction 1865-1922 ENGL 508 Modern and Post-Modern American Fiction ENGL 526 Modern American Poetry ENGL 690 Current Concepts in Secondary English 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> |

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 will receive a BS in Exercise and Sport</p> |

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| | Science degree upon completing all requirements of this major. |
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VOTE REQUIRED: GC 18-03 AND AAC 18-27 (ALSO APPROVED BY IPR)

| Summary Proposal | Rationale |
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| <p>The Department of Kinesiology and Recreation requests the following:</p> <p>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> |

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

| Summary Proposal | Rationale |
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| <p>The Department of Nursing requests the following:</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 | <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 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> |

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| <p>to Nursing Leadership and Management</p> <p>4. Change in Program requirements:</p> <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. <p>5. Change in Pre-Requisites:</p> <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 <p>6. Change in Course component:</p> <ul style="list-style-type: none"> NURS 601, 605, 671, 691, 692 <p>7. Change in Course Title and Description:</p> <ul style="list-style-type: none"> NURS 601, 605, 660, 662, 663, 664, 694 700 | <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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VOTE REQUIRED: AAC 18-26

| Summary Proposal | Rationale |
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| <p>The Department of Kinesiology and Recreation requests updates to the Exercise and Sport Science undergraduate catalog page:</p> <p>1. Update course titles and course descriptions.</p> | <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</p> |

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| <ol style="list-style-type: none"> 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>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> |
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VOTE NOT REQUIRED: AAC 18-28

| Summary Proposal | Rationale |
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| <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> |

V. NEW BUSINESS**VOTE REQUIRED: SSC 18-02**

| Summary Proposal |
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| <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 |

VI. 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.

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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:

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|-------|---|---|----------------------|
| 18-26 | <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> | Vote Required |
| 18-27 | <p>The Department of Kinesiology and Recreation requests the following:</p> <p>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 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> | Vote Required |

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| | | 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. | |
| 18-28 | 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. | 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. | No vote required |

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
- There 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.

Adjournment—5:51pm

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 have 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 |
| May | Thursday, May 16 | Towson |
| June | Tuesday, June 18 (optional) | UB |

FACULTY SENATE MINUTES

Wednesday, October 3, 2018

4:00 PM

LUC Atkinson Room

Senators present: P. Allen, A. Ashraf., S. Brassfield, S. Brill, J. Browne, H. Currie, J. Dunmyre, J. Durst, T. English, S. Hay, S. Henry, H. Hurst, E. Kennedy, J. Lombardi, R. Lowe, M. Monahan, M. Murtagh, B. Norris, R. Raesly, K. Rock, D. Rushton, C. Schrader, J. Shore, G. Snelson, S. Stephenson, B. Weber

Absent (excused): D. Blankenship, J. Earles, D. Filer, M. Flinn

Absent: J. Odone

Administrator attending: Dr. Throop

The meeting was called to order at 4:03 p.m.

I. APPROVAL OF THE MINUTES

Faculty Senate Minutes of September 5, 2018 (Distributed electronically)

Joanna Shore moved to approve with correction of header to read "minutes" (upper left corner); Justin Dunmyre seconded; passed.

II. ANNOUNCEMENTS

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

Wednesday, November 7, 2018

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](#)

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 (none submitted)
- G. President's Report (written)

President's October 2018 Update to the Faculty Senate

(provided to Senators via email and presented at the meeting by Chair of Senate)

Policies. I have forwarded three draft policies to the Faculty Senate Chair and request that the Faculty Senate review these and provide a recommendation. The first policy is an updating of our honorary degree policy. We have not been as active as other institutions in recognizing and rewarding individuals who have met the criteria for an honorary degree. The other two documents define the responsibilities of our Faculty Athletic Representative (FAR) and the Athletic Advisory Council, formerly the Academic Program Advisory Group. The responsibilities that have been added are in response to best practices proposed by the NCAA. I hope you will find evidence of greater faculty involvement in academic/athletic matters in these documents.

Sponsored Programs. As you will have seen in an earlier email, our grant funding efforts will be supported and coordinated through an Office of Sponsored Programs that reports to the VP for Regional Development. VP Delia will be expected to work collaboratively with the provost, deans, and faculty to identify and support efforts for faculty submission of grant funding.

Enrollment Management. Ms. Arlene Cash will start as our VP for Enrollment Management in mid-October. Prior to her arrival the provost and I have met with admissions and retention staff to be sure we are being proactive today rather than waiting for Ms. Cash's arrival. We are also examining the effect we had in adjusting financial aid this past year on our admission yield. I'll be glad to share those results with the faculty and staff and how we are going to adjust financial aid offers this year to maximize our yield. I anticipate taking this to the enrollment management committee sometime in the next month once we have data from Heliocampus.

Academic Integrity. At the most recent Chancellor's meeting, CUSF provided an update and its commitment to improving academic integrity on campus. I fully support this effort on this campus.

Residence Halls & Guild Hall. Cambridge Hall has been closed. We are getting two estimates on remediation of Cambridge Hall and will make a decision later about the future of that building. The obvious options are to renovate now, renovate later, or look at taking the building down. That decision will be influenced by cost as well as housing needs. This will process will take time. For now, our residence hall staff continue to work with the relocated students. We hope to have Annapolis back on line this spring. So there are a number of moving parts. Regarding Guild Hall, Leon Wyden is awaiting a report from a firm that evaluated Guild Hall. I understand that the mold was confined to the basement level of Guild Hall. Again, the report will guide us on future actions.

- H. Provost's Report (oral)

Report from Provost Throop at Faculty Senate, Oct. 3, 2018

Dr. Throop announced that the new Vice-President for Enrollment Management, Ms. Arlene Cash, would be starting the following week. Dr. Throop is currently working on PIN requests pending next year's budget predictions. For future faculty searches, candidates will be asked to provide a statement on inclusion and diversity. The search for a new dean for the College of Liberal Arts and Sciences is in process with Mike Flinn as the search committee chair; applications close on Oct. 12. The plan is to conduct Skype interviews before the end of October with finalists invited for campus interviews after that. The projects focusing on Portfolium and Interfolio are moving forward. Dr. Throop announced that Dr. Williams, Interim Dean of the College of Education, is currently out on medical leave and that Dr. Kim Rotruck, Associate Dean, is covering her responsibilities. Dr. Throop has scheduled visits to departments and the library; she is seeking input from faculty regarding the future direction of the university.

Faculty member Dr. Mike Murtagh requested of the Provost that once PIN requests were determined that the Provost send out information to chairs summarizing requests, funding and an explanation regarding why PINS were assigned in order to assist them in submitting future requests.

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>

VOTE REQUIRED: AAC 18-24

| Summary Proposal | Rationale |
|---|---|
| <p>The Department of English and Foreign Languages and Literature requests the following:</p> <p>PROPOSED CATALOG COPY:</p> <p>Requirements for Certification in Teaching Secondary English</p> <p>If you wish to complete a Maryland State-approved program in teaching English, you must complete the following:</p> <ol style="list-style-type: none"> 1. Major Core Curriculum (15 hours – listed above) 2. Certification Requirements: (25 hours) Students must complete the requirements for the Literature Concentration (25 <i>credits</i>), and take ENGL 276 Adolescent Literature and ENGL 430 The Composing Processes as the required electives in the Literature Concentration to satisfy certification requirements. If these courses are not taken as the required electives in the Literature Concentration, students will need to take them as additional courses (6 <i>credits</i>). 3. Educational Professions Requirements: (37 hours) Students must meet the phase admissions requirements summarized in the Educational Professions section: <ul style="list-style-type: none"> • Declare a second major in Secondary Teacher Education. See the Secondary Teacher Education Program Coordinator for details. • Complete the professional education sequence described in Education: Secondary Programs. <p>Requirements for Certification in Teaching Secondary English through the Master of Arts in Teaching Degree</p> | <p>Proposal to revise catalog copy which describes requirements for Teaching Certification—both undergraduate and for Masters in Teaching. The department needs to clarify its language about electives in the Literature concentration, and we have also tried to clean up copy to omit repetition and make it easier to follow.</p> <p>Moreover, we are removing the references to “highly recommended” courses and making a few other changes (e.g., giving the Masters in Teaching route to certification its own heading) to simplify and clarify catalog copy. This proposed version reflects changes (i.e. the omission of ENGL 416) which have been already approved by the Academic Affairs Committee.</p> |

| | |
|---|--|
| <p>If you wish to pursue certification for teaching at the secondary level through a Master of Arts in Teaching degree, you must complete the following:</p> <ol style="list-style-type: none"> 1. Complete the undergraduate English major program, choosing the Literature Concentration, taking as your required electives the following courses: <ol style="list-style-type: none"> a. ENGL 276 Adolescent Literature b. ENGL 430 The Composing Processes <p>(If the courses listed above are not completed on the undergraduate level, candidates for the Master of Arts in Teaching program may be required to take additional coursework to meet content standards.)</p> 2. Complete the Master of Arts in Teaching (graduate) program. | |
|---|--|

MOTION CARRIED WITH ONE ABSTENTION. IT WAS NOTED THAT THE INFORMATION ABOUT A SECONDARY EDUCATION MAJOR IS ERRONEOUS AND THAT WILL BE CORRECTED IN FUTURE ACTION.

VOTE REQUIRED: AAC 18-25

| Summary Proposal | Rationale |
|---|--|
| <p>The Academic Standards Subcommittee requests the following: The Registrar's Office recommends changes to the section on "Academic Standards" and "Academic Regulations & Procedures" in the Undergraduate Catalog:</p> <ol style="list-style-type: none"> 1. Changing the definition of an FX grade, and 2. Removing the deadline for when a W or WF can be assigned after the withdraw period each term. | <p>Changing the definition of an FX grade from "withdrew unofficially" to "failure for non-attendance" more accurately describes the behavior of the student.</p> <p>Eliminating the deadline for assigning a W or WF following the withdraw period aligns the policy with our practice.</p> |

THERE WAS DISCUSSION ABOUT WHETHER AN ADDENDUM OR CLARIFICATION IS NEEDED REGARDING HOW TO ASSIGN FX IN AN ONLINE CLASS. JOANNE SHORE/ MOVED AND PHILLIP ALLEN SECONDED

THAT WE SEND THIS ITEM BACK TO ACADEMIC STANDARDS TO ADDRESS THE WORDING SO THAT IT ALSO APPLIES TO ONLINE CLASSES.

VOTE REQUIRED: FCC 18-09(H)

| Summary Proposal | Rationale |
|---|---|
| <p>The Faculty Concerns Committee requests the following:</p> <p>Remove the requirement that faculty members must seek mediation through the Faculty Ombudspersons Committee prior to filing a grievance with the Faculty Grievance Committee.</p> <p>Specifically, the following change is requested to item #1 on Page A-50 in the Faculty Grievance Procedure related to grievances for faculty bullying and other uncivil behavior:</p> <p>Struck through and highlighted: deleted Red and bold: added</p> <p><i>Hearing Procedures for Grievances between Faculty Members Pertaining to Workplace Bullying or Other Uncivil Behavior</i></p> <p>a. If any faculty member alleges cause for grievance with another faculty member in any matter not covered by one or more of the exceptions listed above, he/she may seek resolution through mediation by a Faculty Ombudsperson. The grievant must pursue this resolution pathway before petitioning the Faculty Grievance Committee for redress. The grievant is strongly encouraged to pursue this resolution pathway before petitioning the Faculty Grievance Committee for redress.</p> | <p>Based on feedback from the Faculty Grievance Committee and the Faculty Ombudsperson Committee, the Faculty Concerns Committee was asked to review the current requirement that faculty members seek mediation through the ombudspersons before filing a grievance. FCC considered that the requirement may be inappropriate in some grievance cases. Additionally, it has the unintended consequence of potentially halting the grievance process if one faculty member exercises his/her right to refuse mediation.</p> |

MOTION CARRIED.

VOTE NOT REQUIRED: FCC VOTED IN FAVOR OF THE FOLLOWING MOTION:

FCC shall empower and recommend the Faculty Development and Sabbatical / Professional Leave Subcommittee to delay and adjust the timeline for sabbatical applications as a result of their upcoming meeting with the Provost. FCC strongly suggests that the Provost include the number of anticipated approved sabbaticals in the call for sabbatical applications.

V. NEW BUSINESS

President Nowaczyk provided via email three items he wishes to bring to Faculty Senate for review. They are summarized below.

1. **Athletics Advisory Committee:** A proposal to upgrade the present Athletics Advisory Group to a committee with increased membership (four faculty, three students with two being athletes and one from SGA, and five administrators, three of them non-voting athletics representatives). This proposal will be addressed by Faculty Concerns.
2. **Faculty Athletics Representative:** A description for a position required by Division II; the FAR serves in a four-year renewable term as the Chair of the AAC (see above), is appointed by and reports to the President and has responsibilities in the following areas: advocating for the well-being of student-athletes, maintaining academic integrity related to athletic programs and maintaining and strengthening institutional control regarding collegiate athletics at FSU. There is a one-course release per year and a \$1000 summer stipend associated with this position. This proposal will also be addressed by Faculty Concerns.
3. **Policy on the Awarding of Honorary Doctoral Degrees:** Board of Regents policy dictates that prospective recipients of honorary degrees shall be selected on the basis of one of the following: exceptional contributions in scholarship or creative work, national or international eminence in a selected field or endeavor, or a record of distinguished public service. The President's proposal establishes a selection process and increases the size of the Honorary Degree Committee from three faculty to six plus the Provost, Vice-President for University Advancement and one college dean (this role to rotate among colleges). Faculty terms will be three-year, staggered terms. The President would like to have a new policy in place for the next academic year.

At the Chair's request, a motion was made by Mike Murtagh to set aside the rule that all business come through committees in order for the entire Senate to discuss the Honorary Degree proposal at the next meeting. The motion was seconded by Justin Dunmyre and passed.

VI. ADJOURNMENT

The meeting was adjourned at 4:55 p.m.

REPORTS TO THE FACULTY SENATE

CHAIR'S REPORT

October is almost upon us. Cooler weather and beautiful leaf colors are on their way. In this report, I want to update you on a few things.

Faculty Senate: Faculty Senate meetings are at 4 PM on the first Wednesday of each month. The next meeting (as of this writing) is Wednesday, October 3 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>.

Athletics: The Faculty Assembly dedicated to the NCAA Division II changes occurred on Thursday, September 27. We had 25 attendees, 18 in person and 7 via Skype. The assembly was conducted as an open question-and-answer session with Dr. Nowaczyk, VP For Administration and Finance Leon Wyden, and Athletic Director Troy Dell. I appreciate the time the three of them took to address the thoughtful questions and concerns of the faculty. Minutes/notes will be released as soon as they are available.

Advising: A formal launch of the Excellence in Academic Advising Initiative will occur in October. Jay Hegeman and I have assembled a steering committee of faculty, staff, and student representation to lead this project. A team from FSU is attending the NACADA conference next week to attend a Community of Practice event with teams from the other institutions. When we get back, we will issue a call for broad participation in the self-study process, and we will share our timeline for the two years of the project.

Regents Faculty Awards: I am excited to report that we have four outstanding faculty members as candidates for the Regents Faculty Awards. Thank you to everyone who applied or submitted supporting letters or documents. The Faculty Senate Steering Committee will continue to work with our candidates to assemble and refine their final applications to be submitted to USM on November 1. As I did last year, I plan to use my October report to share some of the accomplishments of our Regents Faculty Award candidates.

General Education Program Review: If you are available, please attend the GEP Survey session at 4 PM on October 1 in LUC 113. Members of the GEP Review Committee will share their analysis of the results of the GEP survey that was conducted in April 2018. The Committee also hopes to have a conversation about the results and solicit feedback.

Keep in Touch: As the academic year continues, please share any issues or concerns that you have with me or other faculty leaders. I came to the realization that the list of Faculty Senators published on the web is outdated. I am working to fix that. I am sure that all Faculty Senators are open to bringing your concerns to the senate and its committees. Contact any one of us if there is anything we can do to help make your faculty experience at FSU better.

ACADEMIC AFFAIRS COMMITTEE

Wednesday, September 12, 2018

Attending: Travis English, Chair; Gerry Snelson; Darrell Rushton; Jackie Durst; Melody Kentrus, UUCR; Benjamin Forrest, SGA; Doris Santamaria-Makang, Provost's Office; Jodi Ternent, Office of the Registrar; Dee Dee Campbell, Interim Dean of CLAS/Chairs Council Representative

Excused: Daniel Filer; Stefanie Hay; Lea Messman-Mandicott, Director of the Library (Ex Officio member)

Absent: JoAnna Shore

- I. Call to order at 4:01
- II. Approval of the 5/10/2018 minutes: approved without amendment
- III. Reports:
 - a. Office of the Provost/Academic Standards Committee-Dr. Doris Santamaria-Makang: 1) Reminder email sent that this is an Undergraduate Catalog year; latest approval date for the new catalog is March meeting for AAC and April meeting for Senate. 2) Faculty Handbooks have been updated and published, with significant changes to workload policy and updates to USM policies. 3) Physician's Assistant Program approved by USM and MHEC; preparing for October accreditation site visit.
 - b. Dean's Council-Dr. Dee Dee Campbell: No report
 - c. Registrar's Office-Ms. Jodi Ternent: 1) Regarding new workload policy: how a course is defined affects pay and workload. The course inventory form for new courses will now require a description of the content to make sure that the course receives the proper component label. 2) Registrar's Office is concerned with blanket overrides of prerequisites; if prerequisites need to be reconsidered by programs, they should do so through the proper governance process and make changes in the catalog.
 - d. [UUCR](#)-Dr. Melody Kentrus: No report
 - e. AAC Chair-Dr. Travis English: All May business was approved in the September Senate meeting.
- IV. New Business:

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| 18-24 | <p>The Department of English and Foreign Languages and Literature requests the following:</p> <p>PROPOSED CATALOG COPY:</p> <p>Requirements for Certification in Teaching Secondary English</p> <p>If you wish to complete a Maryland State-approved program in teaching</p> | <p>Rationale: Proposal to revise catalog copy which describes requirements for Teaching Certification—both undergraduate and for Masters in Teaching. The department needs to clarify its language about electives in the Literature concentration, and we have also tried to clean up copy to omit</p> | <p>Vote Required; passed</p> |
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| | <p>English, you must complete the following:</p> <p>1. Major Core Curriculum (15 hours – listed above)</p> <p>2. Certification Requirements: (25 hours) Students must complete the requirements for the Literature Concentration (25 <i>credits</i>), and take ENGL 276 Adolescent Literature and ENGL 430 The Composing Processes as the required electives in the Literature Concentration to satisfy certification requirements. If these courses are not taken as the required electives in the Literature Concentration, students will need to take them as additional courses (6 <i>credits</i>).</p> <p>3. Educational Professions Requirements: (37 hours) Students must meet the phase admissions requirements summarized in the Educational Professions section:</p> <ul style="list-style-type: none"> • Declare a second major in Secondary Teacher Education. See the Secondary Teacher Education Program Coordinator for details. • Complete the professional education sequence described in Education: Secondary Programs. <p>Requirements for Certification in Teaching Secondary English through the Master of Arts in Teaching Degree</p> | <p>repetition and make it easier to follow.</p> <p>Moreover, we are removing the references to “highly recommended” courses and making a few other changes (e.g., giving the Masters in Teaching route to certification its own heading) to simplify and clarify catalog copy. This proposed version reflects changes (i.e. the omission of ENGL 416) which have been already approved by the Academic Affairs Committee.</p> | |
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| | <p>If you wish to pursue certification for teaching at the secondary level through a Master of Arts in Teaching degree, you must complete the following:</p> <ol style="list-style-type: none"> 3. Complete the undergraduate English major program, choosing the Literature Concentration, taking as your required electives the following courses: <ol style="list-style-type: none"> a. ENGL 276 Adolescent Literature b. ENGL 430 The Composing Processes <p>(If the courses listed above are not completed on the undergraduate level, candidates for the Master of Arts in Teaching program may be required to take additional coursework to meet content standards.)</p> 4. Complete the Master of Arts in Teaching (graduate) program. | | |
| 18-25 | <p>The Academic Standards Subcommittee requests the following: The Registrar's Office recommends changes to the section on "Academic Standards" and "Academic Regulations & Procedures" in the Undergraduate Catalog:</p> <ol style="list-style-type: none"> 3. Changing the definition of an FX grade, and 4. Removing the deadline for when a W or WF can be | <p>Rationale: Changing the definition of an FX grade from "withdrew unofficially" to "failure for non-attendance" more accurately describes the behavior of the student.</p> <p>Eliminating the deadline for assigning a W or WF following the withdraw period aligns the policy with our practice.</p> | <p>Vote Required; passed</p> |

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| | assigned after the withdraw period each term. | | |
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V. Adjournment at 4:55

FACULTY CONCERNS COMMITTEE

Wednesday, September 12, 2018

Meeting Room: CCIT 245. Meeting Time: September 12, 2018, 4:00pm

Attendance: S. Brassfield, K. Rock, J. Odone, S. Henry, J. Browne, H. Currie, H. Hurst, R. Kaufman, J. Earles, S. Brill, M. Murtagh, C. Schrader, B. Anderson, B. Norris, J. Lombardi, M. Hartzog (representing Faculty Grievance Committee)

- I. **Call to order @ 4:01pm**
- II. **Approval of the Minutes of Wednesday, May 9, 2018**

Amended to include J. Odone's excused absence. Approved all in favor with one abstention.

- III. **Reports**
 - a. **Chair of FCC**

No report

- b. **Council of University System Faculty**

- SALARIES INITIATIVE—using system data the way they do it for the board of regents. written from the perspective of everyone—system and board of regents has picked up on that. CUSF is going to be monitoring. FSU is at 52 percentile, the lowest—that does involve us. There are things that we can do in terms of monitoring, and working with the President to overcome that. Enhancements, retention funds? That could be done at the presidential level. Overall, there was

a deficit, even with the 2% increase—the percentile is dropping. It would take a 4-6% increase to avoid a deficit.

- **ACADEMIC INTEGRITY**—they are having a “convene” on Friday 2 November. Group of 6-8 from each institution. Maritime Conference Center in Linthicum. Determined by B. Norris and Provost.

Changing culture and norms (foreign students and the internet environment of thinking about “common knowledge”). Fundamental change. What is thought of as cheating has changed. This is a growing business and is attracting investors!

- **OMBUDSPERSON RESOLUTION-3** councils—student, staff, and faculty passed a resolution on the ombudsperson resolution—available to student, staff, and faculty. Ours is available to the faculty.

Guidelines went out last spring. We’re in the implementation phase. The president will develop a plan, and that plan will be evaluated as part of their evaluation with the chancellor (which occurs in early April).

c. University Chair’s Council

- First Meeting in two weeks, no report

d. Promotion and Tenure / Permanent Status

- **INTERFOLIO**—They are working with the associate provost to determine what info needs to be available on Interfolio (?) MM has been working on making that use optional in the first year of implementation to be able to reduce anxiety.
- It is currently unclear to MM how Interfolio will be used for annual faculty evaluations (leading toward tenure packets).

e. Faculty Development and Sabbatical / Professional Leave Subcommittee

- Discussion: First meeting approaching—whoever applies will have to explain how this will enhance their teaching career (in accordance with the mission of the University).
- **Motion: FCC shall empower and recommend the Faculty Development and Sabbatical /Professional Leave Subcommittee to delay and adjust the timeline for sabbatical applications as a result of their upcoming meeting with the Provost. FCC strongly suggests that the Provost include the number of anticipated approved sabbaticals in the call for sabbatical applications. All in favor.**

f. Faculty Handbook Subcommittee

- Last semester the Subcommittee worked on revising section B of the handbook. Nothing new to report.

IV. Orders of the day:

a. **Special orders**1. **Election of vice-chair**

- John Lombardi elected as vice chair. All approved, one abstention

2. **Election of secretary**

- Jen Browne elected as secretary All approved, one abstention, much pity

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

- Shoshana moved to amend FCC 18-12(H) by striking “If you have a disability such that you need to record or tape classroom activities, you should contact the Office of Disability Support Services to request an appropriate accommodation. ” from the suggested language. All in favor
- Mike moved to amend FCC 18-12(H) to add “If permission is granted for recording, the class shall be informed.”

Seconded, later Mike withdrew the motion on the grounds that we will revisit this after seeking legal counsel.

- Chair, with permission, rescheduled further discussion of this item until the next meeting
- Committee was receptive of idea to add an accommodations and resources section to the syllabus requirements

2. **FCC 18-09(H) Removing ombudsperson requirement before filing grievance**

- Mike moved to amend the handbook, in Faculty as Employee section, as in FCC 18-13(H) , to strike “The grievant must pursue this resolution pathway before petitioning the Faculty Grievance Committee for redress.” and replace with “The grievant is strongly encouraged to pursue this resolution pathway before petitioning the Faculty Grievance Committee for redress. If mediation fails, or the faculty member requesting mediation is unsatisfied by the process, or the faculty member wishes to forego the mediation process then grievances between faculty members become the jurisdiction of the Faculty Grievance Committee.” Seconded.
- Shoshana moved to amend the motion by removing the text “ If mediation fails, or the faculty member requesting mediation is unsatisfied by the process, or the faculty member wishes to forego the mediation process then grievances between faculty members become the jurisdiction of the Faculty Grievance Committee.”

Seconded. 14 in favor, 4 opposed. The motion was carried.

- Chair subsequently asked the question to the amended motion: to “amend the handbook, in Faculty as Employee section, as in FCC 18-13(H) , to strike ‘The grievant must pursue this resolution pathway before petitioning the Faculty Grievance Committee for redress.’ and replace with ‘The grievant is strongly encouraged to pursue this resolution pathway before petitioning the Faculty Grievance Committee for redress’.”

14 in favor, 4 opposed. The motion was carried.

c. Scheduled business**1. FCC 18-13(H) Update to grievance committee in faculty governance sections of handbook**

- Discussion moved to next meeting. FCC Requested that the Grievance Committee submit FCC 18-13(H) using standard submission procedure, including a clean copy due to the amount of (perhaps necessary) redundant language.

2. Discussion item: procedure through which administrators may attain tenure

- Ben and Mike to consult with President regarding what he is willing to negotiate upon, and what is likely to be signed by him
- Faculty in general agreement that we are concerned about the amount of teaching that is to be demonstrated before tenure can be granted
- Perhaps future contracts should specify a academic rank in association with previous teaching experience, which would lead to typical “time off the clock” negotiations
- We should include provisions for when an Academic Administrator already holds tenure at another institution.
- The President is teaching a class next semester
- There is some time pressure here as two administrators are preparing tenure materials
- Ben noted that “permanent status” only applies to librarians

d. Unscheduled business

- Mike discussed issues of mold in Guild. There is a major breakdown in communication, faculty must serendipitously discover the employees of the Boggs mold remediation company to get any updates on what is happening. Ben has discussed this with the president, the communication breakdown is at facilities, which are under V.P. Wyden. Jenifer Earles pointed out that she is without an office, without a computer, and without a phone.

v. Adjournment @ 6:30pm**The Faculty Concerns Committee wishes to bring the following to the Senate floor**

1. FCC 18-9(H): Motion to amend the handbook, in Faculty as Employee section, to strike “The grievant must pursue this resolution pathway before petitioning the Faculty Grievance Committee for redress.” from page A-50, item 1, and replace with “The grievant is strongly encouraged to pursue this resolution pathway before petitioning the Faculty Grievance Committee for redress.”

Respectfully submitted, with great support from Jen Browne,

Justin Dunmyre, Chair of FCC

GRADUATE COUNCIL
Monday, September 10, 2018
4:00 pm

Present: Natalia Buta, Pam Williams, Jamelyn Tobery-Nystrom, Jennifer Bishoff, Vickie Mazer, Jodi Ternent, David Zheng, Doris Santamaria-Makang, Ali Ashraf, Heather Gable, Trina Redmond-Matz,

Absent: Glenn Thompson, Rich Raesly

Minutes recorded by: Jamey Tobery-Nystrom (GC Interim Chair)

1. Call to Order

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

2. Approval of Minutes

- Approval of minutes from May 14, 2018. Motion to approve: N. Buta, seconded by D. Zheng. **Minutes Approved** by unanimous vote.

3. Reports

Chair's Report – J. Tobery-Nystrom

- GC needs a permanent chair
- Proposals from Nursing, Ed.D., and Sports Management have been tabled until next month

Graduate Services Report – V. Mazer

- Summer recruitment by Program Coordinators demonstrated improved graduate number
- Did not quite meet last year's numbers
- Sending detailed report to all Program Coordinators
- Would like to train all Program Coordinators on the Helio System for data collection
- PA program – MHEC approval pending with date of March 2019 – this will bring 25 students

Provost Report– D. Santamaria-Makang

- Remind all Program Coordinators about new MHEC forms
- New guidelines for distance education program approval
- New timeframe for submission of changes to program

Registrar- Jodi Ternant

- Program Advisory Group (PAG) - New Committee formed for program approvals to assist with the format components and operation's perspective
- IPR, GC, and PAG will happen simultaneously
- Associate Dean serves on this committee
- Discuss in departments

4. Old Business: N/A

5. New Business

Curriculum items are in the U-drive Graduate Council “U:\Graduate Council\Agendas and Minutes\2018\ folder:

English Proposal (No representative):

Marianne Lutz submitted a proposal that would delete 4 courses and add 2 courses

Discussion of English Proposal:

- V. Mazer: Communicated with Lutz concerning proposal Permission from instructor rather than prerequisites and revise syllabi to identify graduate from undergraduate learning and grading; delete D grade
- N. Buta: Motion to table
- T. Redmond-Matz – second

Motion Approved, Unanimous consent

6. Other New Business:

- CLAS – GC needs a new student representative, contact the Dean
- Membership for GC on U drive and faculty handbook – 12 faculty, 2 from Senate, and 1 student; 3 non-voting members

Adjournment at 5:08 PM

INSTITUTIONAL PRIORITIES AND RESOURCES COMMITTEE

Monday, September 10, 2018

In attendance: Michael Flinn, Erica Kennedy, Michael Monahan, Phil Allen, Sherri Sheetz, Denise Murphy, Randall Lowe, Brent Webber, Ben Norris, Liz Throop, Leon Wyden

Excused: Diane Blankenship

Guest: Robert Lewis

I. 4:00pm - Call to Order, Welcome, Introductions

II. Chair's Comments

Welcome to the incoming member of IPR:
Brent Weber

Welcome to the continuing members of IPR: Erica Kennedy (Secretary), Michal Monahan (Vice Chair), Phil Allen, Diane Blankenship, Randall Lowe, Denise Murphy or Sherri Sheetz, and ,me, Mike Flinn (chair)

VP/Administration & Finance Leon Wyden will join our first meeting to introduce himself and give us an overview of his vision for the University budget. I'm sure he will be happy to take questions should you have any. Please bear in mind that he is new to the campus and may not have all the answers.

The chair has accepted the request of Dr. Robert Lewis to speak to IPR about his concerns for the proposed move to DII in athletics.

While this year is an undergraduate catalog year, I expect we will have several proposals to review. I invite anyone with concerns, entrepreneurial ideas, and solutions to voice them during the meeting, or via email.

III. New Business

Discussion and Introductions

Meet and Greet Mr. Leon Wyden, VP/Administration & Finance

Dr. Robert Lewis, concerns over FSU's move from DIII to DII

Discussion – Athletics move to DII-

Dr. Lewis asked to address IPR. The chair permitted the request. It was primary revolving around the move to Division II sports. However, this discussion wandered a bit from the primary subject.

Bob Lewis—He mentioned that he gave a speech at Senate about the change in athletic divisions. It appears that FSU wants to go in a different direction. He has nothing to gain since he is close to retirement. The method by which FSU has come to the decision to change divisions seems to be close to a “bomb drop” on many people. The process seems to be lacking in transparency. He doesn't believe that this change will be good, and that the administration isn't doing itself favors by going about this change without being transparent. It seems to have been figured out prior to getting feedback from those with other opinions. When there are no responses to faculty emails, it is bad politics and makes people believe that their voices don't count. Faculty respond to students, so it seems that administration should respond in a similar way to faculty. It seems to be the case that the University is watching its budget. It was the case that emeritus faculty were paid double the normal stipend to teach courses in the summer, but that was done away with—for most, \$2200 would not be worth it to teach a course.

Most departments have been asked to watch their budget. It's not clear why we would have bought a new score board when old score board was functional.

Dr. Throop--That score board was paid for by a private benefactor.

Bob Lewis-- It was listed in the newspaper that it wasn't the case that it was entirely paid for by a private benefactor.

Leon—The score board was entirely paid for by a private benefactor.

Supplied link to the article: http://www.times-news.com/sports/local_sports/home-sweet-home/article_73949266-1b53-501a-8d0d-22f6262a3322.html

Bob Lewis--The scholarships are something that is an issue. It appears that we don't have the best academic reputation. We would need to award these academic scholarships. Any dollar that FSU can scrape up should be dedicated to improving academics for students. Academic scholarships should be open to everyone, and not just athletes

The President has addressed this issue—relating to faculty salaries. He's not complaining about his own salary, but has been stunned with what other faculty are being paid. Maryland is a rich state, and it is not clear why there is such a large difference between administrators and faculty in terms of what they make, and they are not being treated fairly. One of the priorities should be to try to get faculty salaries where they should be. (This is not a unique problem to this president). We have limitations due to our location, but we need to have some kind of parity. (Again, this is no benefit to him, but trying to look out for those will be here for a long time.)

Responses:

Dr. Throop—We are engaging in a detailed look at faculty salaries. The Chancellor and President are concerned about this, and there is a sense of urgency about this issue.

MF—We have many talented individuals, and sometimes they just leave. This is not limited to a few anecdotal stories. There is a pattern. I would love to see in the next several months, to be able to see a way forward. There have been rumblings about something being done, but nothing clear.

Dr. Throop—This is a priority to the cabinet.

Bob Lewis—This is good news. This problem has always been an issue.

Dr. Throop—President addressed this in convocation, very publicly.

MM—I am on the transition committee for the athletic division change. We haven't seen any reports yet.

Leon—The application is due Feb 1, and many things have to be done relating to this. The transition team is meant to keep us on track to meet Feb 1 deadline.

MM—The compliance person hasn't been hired yet?

Dr. Throop—That person hasn't been hired yet.

MF—Is this an additional PIN?

Leon—Yes, this is an additional PIN that had been budgeted for.

MF—There is a committee that was supposed to be related to this?

Ben—That committee is being reformulated and will have more faculty members now.

Bob—Have names of the transition team be released?

Leon—No, since this committee was just put together last week.

Bob—Why wouldn't these committees be transparent? Lack of transparency is bad for morale.

Leon—I don't see any reason why the committees shouldn't be public knowledge.

MF—I think the process has been fairly transparent, but it takes time.

PA—This is IPR, but a lot of this related to FCC. Will we still retain coaches if teams fall outside of division (lacrosse and field hockey)? This is an IPR issue. They will be playing teams far away—is it sustainable to send these teams far away? They can't even compete for 3 years. Isn't that money better spent on PIN positions that can immediately benefit us? That's the kind of question that is relevant to IPR.

MF—Where is the money coming from for scholarships?

Dr. Throop—The foundation says this is opening up possibility for new donors.

RL—On the resource end of things, transparency is important. He's coached for a long time, and people have asked him questions, but feels like he doesn't have information. Having models that explain what the plan is and what the models are would be useful. At the end of the day, having faculty buy in would be helpful. He feels like he doesn't have enough information to make a decision. We haven't seen the data. Some of the questions Bob have asked are important. We would have to see the plan. It is important with the resource issues we have had to know what is the 5 year plan, the 10 year plan? When you don't have this knowledge, that is a problem.

Leon—All the committees we can publish. I agree we need to look at lacrosse and field hockey to see what schedules are going to be like. Is it a good use of our money to continue with that.

We have a plan to get us to Feb 1, but after that we to have a much different budgeting process. I come from a place where faculty were much more involved in budgeting process, and we don't have a business process like that. I want to come up with a more transparent budgeting process. Want to also pay attention to the staff side of things. Wants to look at organizational assessment and have an external process to access size of staff (IT, HR, etc.) and look at efficiency. How do we get to a place to be transparent. It doesn't feel like we have a system in place at the moment to be as transparent and get feedback.

Discussion - PAG (Proposal Advisory Group) & Other stuff

There is a new committee in place. The purpose is to review proposals for any mechanical and logistical issues. e.g. course numbers, financial aid, funding, scheduling, etc.

MF—There was a program advisory group that was established and we met over the summer. I volunteered for it. There were many amendments being made to the proposal that was supposed to be discussed today. Based on these many changes, it was thought that it would be better to move it to next time.

Dr. Throop—There is a concern that this group doesn't meet often enough. Since various governance groups only meet once a month, maybe PAG could meet on a more regular basis so that things don't get held up. Does that group have the ability to stop the process?

MF—No, they didn't stop it, but I stopped it due to the number of amendments that were being made.

Dr. Throop—It might be worth-while thinking to have some of these proposals evaluated over the summer, maybe for a stipend. In this case, I'm talking about major program revisions. That way there could be a meeting and all the kinks could get worked out.

MF—It is possible some things may be able to wait.

Dr. Throop—There are some things that are more time sensitive.

RL—It is important to have all these issues on the front end, but we don't have the information about what happens later. We don't know what is awarded from MHEC.

Dr. Throop—You are making a good point. How do things go forward? You tend not to hear about what happens after proposals leave the committee.

MF—We get that budgets change. That is why we request letters of support.

Dr. Throop— Maybe we should add Lacey to the e-mail list to flag when budget changes happen?

RL—At the end of the day, we see things go through as a package. Here was the budget submitted to MHEC—what was actually funded?

MF—On the 3 year review, it would be helpful to have the feedback to close the loop.

Dr. Throop—Ideally that there should be no unfunded mandates that come from governance (before things get to IPR)—if the provost hasn't already said that resources will be committed.

Denise—The process has definitely improved.

MM—We are where we are based on decisions. Leon has been talking about “right sizing”—Should we be looking to say that, if we say that we are going to fund a program, what about programs that are under-performing? We cannot be all things to all people.

Concerns from Provost Throop

Dr. Throop—It was noted in your year-end report that we keep adding programs, but we never sunset programs. We want to support you, to come up to strategies to deal with this.

It is very difficult to eliminate a major for many reasons—ultimately for it to be successful, it has to be a faculty governance thing. It won’t work if it just comes from the administration.

Wants to be supportive to help with this, but there are many issues—the first issue is data.

Dr. Throop—The number of majors is not as important. The number of credit hours generated is equally important. Service hours generated is also important.

Programs should be graduating 5 students per year at minimum according to MHEC. What to do about low producing majors? But there can also be high service producing majors.

Randy—It is really important to have data.

Dr. Throop—Some majors stand out as being lucrative—but employers also value English majors (etc). I want to highlight the importance of the liberal arts.

Ben—We are going to be working on this sunseting issue as part of an academic master plan—working with Nevada Winrow about this.

RL—We should really focus on GEP and how classes weave into majors.

Dr. Throop—We have to explain their existence. Advisors should recognize and acknowledge the importance of GEP.

Discussion - Other

MF—can we do longitudinal look at salaries for positions over 10 years?

We want to find list of faculty priorities (faculty salaries was number one). We said we want to re-visit this and so we need to.

Denise—On a positive note, it is exciting to have Leon here with fresh ideas on budget and transparency and software. This seems to be a positive direction.

MF—It will be great to have full transparency with budget. If we can do the online option with queries, that would be helpful.

Dr. Throop—I am planning to be here for at least part of future IPR meetings, but don't want to hamper discussion.

Future Business

You will be receiving the University Budget books soon. We will have a presentation from Leon and/or Denise and/or Sherri on the budget at the October meeting (after census). This is an opportunity to become educated on where the money is distributed across the University. They will answer budget questions to the best of their knowledge. I can invite Provost Throop to the meeting at the committee's request.

Review faculty priorities report from several years ago. Ben located the report and I would like to review and renew this effort. The purpose of the report was show the faculty's priorities for when/if there were a surplus of funds to allow the University to address faculty resource concerns.

What other concerns do you have? We can request the presence of others to address our concerns about the University's priorities and resources. Talk to people, reflect on what you know.

Next meeting: October 8, 2018 @ 4:00pm in Gira 155.

Adjournment about 5:20 pm