



Faculty Senate Newsletter

Volume 22, Number 2

October

2017

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 17-22 (PASSED BY IPR 211 SEPT. 2017)

Summary Proposal	Rationale
<p>The Department of Sociology requests the following change: Suspension of the Sociology Program at Hagerstown Center Campus.</p>	<p>The primary reason for suspending the sociology major at the Hagerstown Center is low enrollment in the classes offered. The sociology department has maintained a presence at the Center for well over twenty years. For many of those years, Frostburg State University was the primary institution. Other Universities are now affiliated with the Center and offer academic programs. Their presence has had an impact on the number of students majoring in sociology. We believe the desire by students to major in sociology is still very strong but the increased competition in the Hagerstown market has reduced our numbers.</p>

Vote Not Required: AAC 17-23

Summary Proposal	Rationale
<p>The Department of Chemistry requests the following: The Addition of a new section of IDIS 160, titled “Sustainability in the 21st Century”.</p>	<p>This course and topic will be housed in the chemistry department, and will be a truly multidisciplinary discussion of topics from chemistry, biology and ethnobotany—and how they relate to issues of sustainability in the modern world.</p>

VOTE NOT REQUIRED: AAC 17-26

Summary Proposal	Rationale
<p>The Honors Program requests the following: The addition of a section of IDIS 350, titled “Exploring American Culture”.</p>	<p>This course builds upon the conceptual foundations that are laid out in the IDIS 150/151 course, Exploring American Culture. That course teaches undergraduates how to think about race, class, war, and gender as analytical categories. This advanced colloquium continues that conversation by providing more in-depth examinations of race, gender, war, and class – helping advanced undergraduate students to think in more complex ways about how popular culture reflects social conflicts and cultural divides.</p>

VOTE NOT REQUIRED: AAC 17-27

Summary Proposal	Rationale
<p>The Department of Computer Science Requests the Following:</p> <ol style="list-style-type: none"> 1. Proposal: Add new Advanced Placement Tests (AP) Computer Science Principals. 2. Proposal: Delete Advanced Placement Tests (AP) Computer Science AB. 	<ol style="list-style-type: none"> 1. New AP test evaluated to be equivalent to COSC 195 or COSC 101, dependent on demonstrated proficiency. 2. The College Board apparently deleted the AP Computer Science AB exam.

V. NEW BUSINESS

REPORT ON FACULTY PRIORITIES FOR AY 2017-2018

VI. ADJOURNMENT

REPORTS TO THE FACULTY SENATE

CHAIR'S REPORT

I want to start my monthly message with two announcements:

1. Our first Faculty Assembly is tomorrow, Wednesday, September 27, at 4:00 PM in room 226 Compton Science Center. The purpose of this Assembly is to gather feedback from you about your concerns and priorities. Everyone who attends will have a chance to provide input. I hope to see you there.
2. I will be conducting a survey of Faculty morale in early October. This survey will help identify aspects of academic life that faculty shared governance can work to improve in the coming year. This survey will also serve as a baseline to help assess the effectiveness of shared governance.

I apologize for this report being longer, but my topic is instructional workload. I want to include a brief history to provide context, especially for newer members of the FSU community. Four years ago, an ad hoc committee of the Faculty Senate met to propose improvements to FSU's then faculty workload guidelines. Among the issues to be resolved were the following:

1. Since the document outlined "guidelines," the instructional workload calculation diverged to a point where it varied for each department, if not for each faculty member; and
2. Faculty members were teaching courses as overloads without compensation, many not by choice.

The recommendations of the ad-hoc committee led to the development of the workload policy currently in the Faculty Handbook. As a statement of policy, the goal was that all provisions applied to all faculty including that faculty may not teach without compensation. Last year, the Faculty Workload and Compensation Subcommittee proposed a revision to the policy to simplify and clarify the calculation for various course types and to include three cost-saving measures: limiting the amount of workload that can be assigned for independent studies, thesis, dissertation, research, and internships; allowing banking of workload within an academic year; and allowing prorating of workload and overload compensation for low-enrollment courses.

Last year's proposed revisions have not been implemented, and for some that may feel like a step backwards. Faculty members continue to teach unpaid overloads. I am one of them this semester. Other challenges remain. The following is an unranked list of workload issues that have been shared with me by faculty members, that come up in my regular meetings with the Provost, or that have been discovered by or reported to the Faculty Workload and Compensation Subcommittee:

- The calculation remains overly complicated and challenging to implement
- Bringing back banking will require departments to plan course schedules farther in advance to ensure faculty will reach at least a full workload
- The calculation of workload for internship sections may lead to unsustainably high workload and overload assigned to internships
- The workload calculation does not consider faculty prep and grading time

- The workload calculation does not consider the professional achievement and service that should be between 23% and 35% of instructional faculty effort
- Faculty members have received overload contracts despite have an assigned workload less than 12 units
- Faculty with reassigned time are teaching overloads, some paid and some not
- Faculty members may be teaching up to 16-18 units and not have an overload contract
- Faculty are assigned courses far in advance on when overload contracts are issued, leaving faculty members with full courses few options if a contract is denied
- Reassigned time has grown during this same four-year period to the point where it consumes workload equivalent to more than 30 full-time faculty positions
- The method of assigning overload compensation ignores budgetary realities that are tied to enrollment
- The current policy forces decisions about cancelling low-enrollment courses to happen outside of context or ignorant of the fact that a low-enrollment course could be balanced by a high-enrollment course
- The current policy does not provide sufficient guidance on combined sections to cover the many different types of combined sections we offer
- The policy does not address team teaching

I am certain there are other issues as well. There is still work to do. The Faculty Workload and Compensation Subcommittee met with the Provost yesterday to discuss these and other issues. Expect to see that Subcommittee working hard this semester to produce, with input from chairs and deans, a workload policy that is simpler, more sustainable, and more equitable. In the meantime continue to share with me and with the Subcommittee your concerns and ideas.

I conclude with a challenge. The Provost has charged us to think of how we can operate the academic programs more efficiently, and I support this charge. To this end, Dr. Throop and I are working on a joint faculty-administrator workgroup on curricular efficiency with the goal of making short-term and long-term improvements. This year, enrollment is down across the board, and we do not have the enrollment to support the number of sections we are used to offering. While FSU is investing in new efforts for marketing and recruitment, faculty can and should do our part to reduce costs. The President and Provost have committed to putting a portion of operating dollars saved into base salary increases. Let's give them something to work with.

ACADEMIC AFFAIRS COMMITTEE

Wednesday, September 13, 2017

Attending: Travis English, Chair; Gerald Snelson; JoAnna Shore, Secretary; Hongqi Li; Jackie Durst; Nazanin Tootoonchi; Daniel Filer; Doris Santamaria-Makang, Office of the Provost/Academic Standards Committee; Jodi Ternent representing the Registrar's Office; Lea Messman-Mandicott, Library Director (Ex-officio member)

Absent: Dean Joseph Hoffman (Dean's Council)

Excused: Melody Kentrus (UUCR)

Proposal Representatives: Greg Wood (The Honors Program), Mike Flinn (Computer Science)

- I. Call to order at 4:01
- II. The 5/10/2017 minutes were approved without amendment.
- III. Reports:
 - a. Office of the Provost/Academic Standards Committee-Dr. Doris Santamaria-Makang: 1) There were 19 dismissal appeals; ten were denied and nine approved (with specific provisions). 2) two mandatory workshops were held for students on academic probation. These workshops are planed and organized by the PASS office and attended by Provost Throop. 3) In future meetings, Academic Standards will be addressing the need for a policy on use of FSU email as the accepted means of communicating with students, since a number of those who were denied appeals said that they hadn't checked their email and thus didn't know that they have to submit appeal documents and were unaware of the deadline.
 - b. Dean's Council-Dr. Joe Hoffman: No report
 - c. Registrar's Office-Ms. Jodi Ternent: No report
 - d. [UUCR](#)-Dr. Melody Kentrus: No report
 - e. AAC Chair-Dr. Travis English: No report
- IV. New Business:

17-25	<p>The Department of Chemistry requests the following: The Addition of a new section of IDIS 160, titled "Sustainability in the 21st Century".</p>	<p>Rationale: This course and topic will be housed in the chemistry department, and will be a truly multidisciplinary discussion of topics from chemistry, biology and ethnobotany—and how they relate to issues of sustainability in the modern world.</p>	<p>No Vote Required; passed</p>
--------------	---	--	--

<p>17-26</p>	<p>The Honors Program requests the following: The addition of a section of IDIS 350, titled “Exploring American Culture”.</p>	<p>Rationale: This course builds upon the conceptual foundations that are laid out in the IDIS 150/151 course, Exploring American Culture. That course teaches undergraduates how to think about race, class, war, and gender as analytical categories. This advanced colloquium continues that conversation by providing more in-depth examinations of race, gender, war, and class – helping advanced undergraduate students to think in more complex ways about how popular culture reflects social conflicts and cultural divides.</p>	<p>No Vote Required; passed</p>
<p>17-27</p>	<p>The Department of Computer Science Requests the Following: 3. Proposal: Add new Advanced Placement Tests (AP) Computer Science Principals. 4. Proposal: Delete Advanced Placement Tests (AP) Computer Science AB.</p>	<p>Rationale: 3. New AP test evaluated to be equivalent to COSC 195 or COSC 101, dependent on demonstrated proficiency. 4. The College Board apparently deleted the AP Computer Science AB exam.</p>	<p>No Vote Required; passed</p>

V. Adjournment at 4:30

Respectfully submitted,

Travis English, Chair, AAC

FACULTY CONCERNS COMMITTEE

Wednesday, September 13, 2017

Faculty Concerns Committee

Meeting Room: CCIT 245. Meeting Time: Wednesday September 13, 2017 4:00 pm

Attendance: S. Brill (CLAS), J. Browne (CLAS), T. Bogart (CLAS), N. Buta (COE), J. Dunmyre (FCC Chair), S. Henry (LIB), T. Lambert (Faculty Development & Sabbatical/PRL), R. Larivee (Chairs Council), J. Lombardi (FCC Vice-Chair), D. Moorehead (Handbook), M. Murtagh (Promotion and Tenure/Permanent Status), B. Norris (Faculty Senate Chair), J. Odone (CLAS), K. Rock (CUSF), R. Schrum (CUSF), T. Sigerstad (COB).

Guest: Bob Lewis (COE)

I. Call to Order

II. Approval of the Minutes of Wednesday, May 10, 2017.

III. Reports

- a. **Chair's Report:** J. Dunmyre had committee members introduce themselves and set the tone by describing his meeting style as a series of discussions over topics rather than just voting on business items.
- b. **University Chairs' Council:** R. Larivee reported that the executive committee in the past week and they compiled a short list of discussion topics for their upcoming meeting with Provost Throop on Sept. 27. Some of the discussion topics include:
 - Current status of workload policy
 - Possible metrics for measuring efficiency of programs
 - Late cancellation of overload contracts and impact on students and faculty
 - Clarification of the contract approval process
 - Slowness in the PIN request process
 - On-campus training for new chairs
- c. **Council of University System Faculty:** K. Rock and R. Scrum reported that CUSF had not yet convened, but that its first meeting of the new academic year would be next week.
- d. **Promotion and Tenure / Permanent Status Subcommittee:** M. Murtagh reported that the subcommittee had yet to convene.
- e. **Faculty Development and Sabbatical / Professional Leave Subcommittee:** T. Lambert reported that the subcommittee had yet to convene, but that the discussion of sharing the workload with the Promotion and Tenure/Permanent Status committee will be on the subcommittee agenda.
- f. **Faculty Handbook Subcommittee:** A meeting has not yet been convened, but D. Moorehead reported that approved faculty handbook revisions had been made over the summer.

IV. Old Business: None.

V. New Business

FCC 17-01

Executive Summary: Discuss potential to have an emeritus faculty member receive compensation.

In October, 2012, a Professor Emeritus was asked by a senior FSU administrator (a dean) to “teach out” several classes that originally assigned to another faculty member. This professor emeritus assured by the dean that he would be paid for his work and received a contract from FSU. He was paid for his work initially, but the money he was paid eventually had to be returned to either FSU or the State of Maryland. A colleague of this Professor Emeritus believed he acted in good faith in helping FSU avoid an academic crisis, but, due to a “technicality,” was denied pay for his work. The colleague believes that FSU officials should have known about the “technicality,” but they apparently did not, and that the Professor Emeritus should be compensated for his work.

Discussion: Bob Lewis gave extra background to the situation. He understands that the State of Maryland took back the extra money the Professor Emeritus shouldn't have made as a retired person. However, this was an emergency to cover classes to avoid an academic crisis and that this issue should have been acknowledged. Lewis also expressed difficulties contacting administrators about this issue. For example, President Nowaczyk had not responded to his email about the matter.

B, Norris looked up the law that limits the salary cap of rehiring retired state employees to \$25,000. The Professor Emeritus may have exceeded this cap over the course of two semesters. T. Sigerstad asserted that those who drew up the contracts should have been aware of the law and that this should be clarified in the emeritus sections of the faculty handbook; S. Brill suggested reaching out to the FSU President one more time – or at least the President’s administrative assistant – for a possible quick resolution.

M. Murtagh and B. Norris concurred that the university may not be able to legally pay the Professor Emeritus for all his extra contractual work, but in lieu of reimbursement, a special award of recognition, stipend as guest lecturer, etc. might be a possibility. Bob Lewis agreed that the Professor Emeritus might be very appreciative of an award recognizing his efforts.

Action:

- **Motion:** B. Norris made a motion to explore updates to the faculty handbook to clarify the State of Maryland’s salary cap for retired/Emeritus faculty who may be rehired by the university; D. Moorehead seconded the motion; **All in favor.**
- **Motion:** R. Larivee made a motion that B. Norris engage with President Nowaczyk about this matter and report back to the committee; **All in favor.**

DISCUSSION ITEM 1

Executive Summary: Robert Lewis wishes to discuss pay discrepancies between faculty and administration.

Bob Lewis discussed pay and benefits discrepancies between administration and faculty, with administrators receiving more compensation than faculty. B. Norris pointed out that both faculty and administrators at FSU among the lowest paid in the University System of Maryland. M Murtagh asserted that the faculty should hold administrators accountable via our shared governance process.

B. Norris brought up an idea that President Nowacyk is currently exploring: The President would like to see fifty cents of every dollar saved on the operating budget to go to faculty salaries.

DISCUSSION ITEM 2

Executive Summary: Robert Lewis wishes to discuss Title IX training mandates.

Bob Lewis discussed recent mandated Title IX training mandates as being time-consuming and possibly excessive. He also had some communication problems regarding this with April Baer, who “assigned” the training. Bob Lewis feels that mandated training such as this should be assigned by the Provost or higher administration. B. Norris remarked that he had talked with Baer about making her communication style, but that the most recent training should have been communicated and assigned by Human Resources, who mandated the training (not state-mandated). N. Buta agreed that this communication problem regarding mandated training confused students as well.

DISCUSSION ITEM 3

Executive Summary: Justin Dunmyre wishes to discuss possibility of a new policy to post meeting times along with the call for committee membership.

B. Norris reported that he as Faculty Senate Chair is working on this issue with Faculty Secretary A. Bena.

DISCUSSION ITEM 4

Executive Summary: Justin Dunmyre seeks to anticipate an issue for Tenure and Promotion subcommittee. Departmental / University averages do not appear on individual faculty reports through Blackboard.

B. Norris remarked that Sean Morton from AIR still generates still the old-style print reports of these averages and sends the reports to department chairs for distribution. The chairs need to know that not everything is online and that they still need to distribute them. M. Murtagh added that we just need to educate people about this. T. Sigerstad asserted that if these reports exist in print, then they also exist digitally somewhere and could potentially be distributed electronically.

- VI. **Adjournment: By Consensus at 5:35 PM**
- VII. **Next meeting: October 11, 2017 - CCIT 245 at 4pm**

GRADUATE COUNCIL
Monday, Sept. 11, 2017
4:00 pm

The Graduate Council (GC) met on Monday, Sept. 11, 2017 and approved minutes of May 8, 2017 meeting.

Reports

GC Chair's report – There are/were no curricular items for review for Sept. The issue of extending the contract dates for GAs that was passed by Graduate council is still waiting the response from the Administration.

Provost's Advisory Council Report – NA.

Office of Graduate Services Report – Enrollment is a big concern in most graduate programs. A few major issues raised by the graduate student during Meet and Confer: ability to take cross-departmental courses; ability to have internships; un-equal workload for GA's; RA's not allowed to leave campus.

Graduate Catalog Year – This is a Graduate Catalog year. Based on Doris and Vickie's advice, for new proposal to be appeared on the new catalog: substantial changes (need to go to MHEC) should be passed by GC during December meeting otherwise by GC's March Meeting.

GA Handbook – The final draft of the GA Handbook will be reviewed and may be voted on during GC's October meeting.

Old Business:

No old business.

New Business:

A new Chair of Graduate Council was elected: David Zheng. Matt Ramspott will be the new Secretary.

Next Graduate Council Meeting is scheduled for Monday October 9, 2017. ***Proposals for catalog changes are due on Monday, September 25, 2017 by 4PM. Proposals received after the deadline will be automatically placed on the following academic year's monthly agenda.***

INSTITUTIONAL PRIORITIES AND RESOURCES COMMITTEE
Monday, September 11, 2017

IPR convened on September 11, 2017 at 4:00pm in Gira 155

Attendance

Michael Flinn, Elizabeth Throop, Greg Wood, Diane Blankenship, Denise Murphy, Ben Norris, Erica Kennedy, Michael Monahan, Randall Lowe, Rebekah Taylor, Phil Allen

General Comments

- A general invitation to bring up any concerns that people may have, as administration would like to know what our priorities are.
- Plans for future meetings involve bringing up previous lists of priorities from prior years for discussion.
- We will be examining new programs, advertising issues, etc.

Proposal Reviews

Suspension of an existing academic program – Major in Sociology at Hagerstown Center Campus -
Proposal representative: Dr. Robert Moore III

Dr. Moore discussed the proposed suspension of the Sociology program at Hagerstown. In the past the program has averaged 20 majors per year, but this has changed in the past ten years.

- FSU previously had a full-time faculty member in Sociology at Hagerstown, and this person is no longer there.
- It is not clear why enrollment in the program dropped. Possible explanations for the drop in enrollment included: students looking for a major that would lead directly to a job, students taking classes only part-time (and not filling classes), competition with other programs
- Attempts were made to make the program more flexible and attractive to majors (weekend classes and online options), but this did not attract enough students
- *More discussion and Q&A on IPR 20170911 minutes*

A motion was made by Michael Monahan to suspend the Sociology program at Hagerstown. The motion was seconded by Greg Wood. The motion passed.

Vote Required: Unanimous

Discussion

Dr. Elizabeth Throop, Provost Discussion Summary –

- Dr. Throop highlighted the importance of shared governance and her intention to help with difficult decisions linked to the likely \$200-300,000 budget cut as the result of the recent \$8 million cut at the state level
- She noted that we have limited time to work through challenging decisions and that important work needs to be done this year
- We need to think about how to handle low enrollment courses and majors
- Enrollment of traditional students is down—although it may increase in the future, we cannot wait to take action
- It is important to take into account current and predicted enrollments in relation to new programs
- Decommissioning old programs has been a challenge and may need more attention
- Use of the University's institutional research team is an important source of data when considering new programs

Additional comments and Q&A from the meeting can be found in the IPR minutes 20170911 in the IPR folder.

Future Business

University Budget books were distributed. Dave and/or Denise will present the budget at the October meeting (with census data). 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. Provost Throop has been invited and intends to attend the meeting.

Review faculty priorities report from several years ago. The report, and accompanying priorities list, needs to be located distributed to the committee. 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. (Tentative Summer/Fall 2017)

Meeting adjourned at 5:27pm

On this beautiful sunny day,

Dr. Michael B. Flinn
IPR Chair – 2017/18
Computer Science & Information Technologies
Frostburg State University
Frostburg, MD 21532

COUNCIL OF UNIVERSITY SYSTEM FACULTY



COUNCIL *of* UNIVERSITY
SYSTEM FACULTY

CUSF Council Meeting at Shady Grove
Wednesday, September 20, 2017

- Dr. Robert Kauffman presented the orientation for new CUSF members discussing the policies and procedures of the Committee.
- Welcome and brief history of the Universities at Shady Grove given to participants by Dr. Stewart Edelstein, Executive Director of the Universities at Shady Grove and Associate Vice Chancellor for Academic Affairs at USM. Student Affairs Officer Robyn Dinicola spoke on student support services and the campus climate. Discussions included specific majors offered and seamless transfer to specific Universities (2+2 program).
- Senior Vice Chancellor for Academic and Student Affairs, Joann Boughman spoke on the importance of inclusion and diversity across all campuses; the increasing opioid crisis; and budget cuts.
- Professor Emerita at Towson University, Dr. Martha Siegel offered insight into the Towson University Retired Faculty Association (TURFA) and suggested that all campuses discuss with their provosts for similar faculty associations at their respective

campuses. Article from the Association of Retirement Organizations in Higher Education (AROHE) sent to CUSF members on September 15, 2017.

- Joint resolution to be forwarded for review by the Chancellor's Council for the ombuds services Section III of Board of Regents policy: V11-5.00 provided by Dr. Ellin Scholnick (UMCP) and Dr. Laurelyn Irving (UMB). Resolution had been approved by the
- University System Student Council (USSC) and the Council of University System Staff (CUSS). Both representative discussed the position and benefits for faculty, staff, and students across the campuses and answered questions regarding the position.
- Approved resolution in support of extending the Deferred Action for Childhood Arrivals (DACA) program.
- CUSF representatives engaged in group activities:
 - Dr. Sunshine Brosi, Leadership committee
 - Dr. Kelly Rock, Faculty Concerns Committee (topic of promotion and pay equality)
 - Dr. Ronna Schrum, Education Committee (topic of academic dishonesty)

Respectfully submitted

Dr. Ronna Schrum, DNP, RN, CRNP

CUSF Representative

FACULTY SENATE MINUTES

September 6, 2017 at 4:00 p.m.

397 Gira CCIT

Senators in Attendance: P. Allen, A. Bena, D. Blankenship, T. Bogart, S. Brassfield, S. Brill, J. Browne, N. Buta, S. Duncan, J. Dunmyre, J. Durst, T. English, D. Filer, M. Flinn, S. Henry, E. Kennedy, H. Li, J. Lombardi, R. Lowe, M. Monahan, B. Norris, J. Odone, M. Ramspott, J. Shore, G. Snelson, T. Sigerstad, N. Tootoonchi, G. Wood

Excused: None

Absent: None

Also in Attendance: M. Michael, R. Nowaczyk, K. Rock, D. Rose, R. Schrum, E. Throop, D. Zheng

Meeting called to order at 4:03 p.m.

I. APPROVAL OF THE MINUTES:

Faculty Senate Minutes of May 3, 2017 (Separate Blue Packet)
Minutes approved

II. ANNOUNCEMENTS:

A. Future Faculty Senate Meetings (4:00 p.m. in 397 Gira CCIT)

Wednesday, October 4, 2017
Wednesday, November 1, 2017
Wednesday, December 6, 2017
Wednesday, February 7, 2018
Wednesday, March 7, 2018
Wednesday, April 4, 2018
Wednesday, May 2, 2018

B. Future Faculty Assembly Meetings (4:00 p.m. in 26 Compton)

Wednesday, September 27, 2017 Faculty Priorities for AY 17-18
Wednesday, November 29, 2017 Topic TBA

February Faculty Assembly TBA

April/May Faculty Assembly TBA

III. REPORTS & INFORMATION

A. Chair’s Report (pages 9-10)

- Introductions were made around the Senate table.
- Ben has received a number of questions related to faculty workload, specifically regarding why the change to *Faculty Scheduled Workload and Compensation Property Instruction*, which passed Senate during the May 3, 2017 meeting have not yet been implemented.

<p>IPR - S17-02(H)</p> <p>Passes with friendly amendment. See notes below.</p>	<p>IPR Requests the following:</p> <p>Change to <i>Faculty Scheduled Workload and Compensation Property Instruction</i></p>	<p>Rationale:</p> <p>The changes to the workload policy seek to clarify already accepted policies. For example, the three-letter course code (e.g. ILL, STU, PMI, etc.) to identify the type of course being delivered were confusing. The new wording is accompanied by easy-to-follow tables. In addition, example calculations are presented through-out the document to further mitigate confusion.</p> <p>One change: Restoring Banking within an academic year</p>	<p>Vote Required</p> <p>Passed</p>
<p>Discussion notes & Friendly Amendment:</p> <p>Notes:</p> <ul style="list-style-type: none"> • This does not change the entire Faculty Workload & Compensation policy, but addresses a couple of areas. • The description of how moneys were calculated is now made clearer. It is based on how the course is labeled. • Changes also include the agreement that allows deans to do a prorating on overloads for undergraduate courses. This includes wording plus an explanatory table. • Brings back the ability to bank within an academic year. <p>Friendly Amendment:</p> <p>Lines 353-356, in the second paragraph of #3 overloads says:</p> <p>“Banking” of workload units shall not be permitted (i.e. faculty members shall not teach a greater load in one semester of an academic year to offset less than 12 workload units for the other semester of that academic year).</p>			

Friendly amendment to IPR S17-02(H) – add “except under the provisions of section 8E.” at the end of the above statement.

Ben has had several conversations with the Provost and the President related to this issue and he plans to share the path forward. There is a desire to resolve all the problems with faculty workload, not pick and choose, so more work is needed.

MM: What exactly was not being implemented?

BN: The update to the workload policy was not approved by the President. Banking was not implemented. We need to clarify policies on reassigned time and internships, etc.

B. Report on FSU Faculty Senate Strategic Plan for AY 2016-2017 (pages 10-16)

- Several of the goals and action priorities were not completed or implemented, like those related to the faculty workload policy and the survey. Office of Assessment and Institutional Research is still willing to assist. Priorities will be established following the first faculty assembly based on what actions the faculty are interested in pursuing.

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

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

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

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

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

H. President’s Report (oral)

- Middle States – The Monitoring Report was submitted last Friday, September 1, 2017. A consultant was employed over the summer to assist with institutional assessment and planning. PACIE and Exec have received copies. A site visit will occur in mid-October. The site visitors in March were pleased with the progress, have noted that we are getting things done, and everything looks good; we just need more documentation. A question was asked about whether the Monitoring Report will be shared with faculty and staff. The Middle States Commission will meet in November, the President will share

recommendations, however the Monitoring Report will not be made available in a digital format due to containing sensitive information about the university's operations that the President does not wish to be made public. Interested faculty can contact PACIE representatives (Ben Norris and Greg Wood) to request a print copy of the report.

- Dean of Enrollment Management Search – There were thirty-seven applicants. The search committee is comprised mostly of faculty members. Dr. Sudhir Singh is chairing the search committee. The search committee hopes to bring 2-3 candidates to campus by the end of September. The candidates will be made available to the campus community during a public talk. Enrollment numbers are currently down from last year, not sure how much exactly, but the focus of the public talk will be how to bring enrollment numbers up.
- Title IX Coordinator – A question was asked about the timeline for the Title IX Coordinator position to be filled. The President noted that several issues with the Office of Civil Rights need to be addressed before advertising the position. They are hoping to conduct a search this fall. Dr. April Baer is currently serving as interim, and Carl Crowe, the Student Conduct Administrator, has also received training to conduct Title IX investigations. The university also has a local attorney assisting with investigations. Dr. Baer reviews all reports.
- Performance-Based Budget – A question was asked about when more information will be available to Academic Affairs regarding performance-based budgeting. The President noted that the budget for this fiscal year is already set. He is working with IPR to look at transitioning to a performance-based budgeting model, reviewing metrics, and working through the data. The President has asked Dave Rose to have a town hall about the budget and the non-academic side, including trend data and IPEDS data for the last 8-9 years and how we compare to other institutions.

I. Provost's Report (oral)

- Dr. Throop was impressed with the energy on campus during the first week of the semester.
- There have been several discussions with the Chair of Faculty regarding faculty workload, specifically honoring time and effort, but also looking at budget management. This is on her agenda and she hopes to work toward a resolution.
- College of Business Dean Search – The search is underway. Mike Monaghan is chairing the Search Committee. The job ad is currently posted and a search committee is being developed.

- College of Education Dean Search – The search is underway. Barb Ornstein is chairing the Search Committee. The job ad is currently posted and the deadline is October 16, 2017.
- Dr. Throop hopes to see both dean vacancies filled before the holiday break with leadership in place by July 1, 2018.
- The Physician’s Assistant Program has a director in place and that program is on a good trajectory. They hope to be accredited by October of 2018 with the first classes being offered in January of 2019.
- The Nurse Practitioner Program has been approved and is on track for January 2018 with a mental health and family practice focus.
- Dr. Throop is interested in hearing from faculty regarding what new programs faculty thinks would be in demand and important in the coming years that we may want to investigate for FSU.
- Dr. Throop is concerned about enrollment, which goes hand in hand with faculty workload issues. There was 56% room utilization last year. We need to figure out why classrooms are not being used, with the exception of labs, some of which might be considered always open and could affect the numbers.
- A question was asked regarding Standard 7 and Evan Offstein’s work in the Provost’s office on assessment and the GEP. Dr. Offstein has returned to the Management Department and Dr. Throop informed the Senate that the position he held no longer exists in the Provost’s Office. The work on Standard 7 is a large commitment, however it is important that the work be coordinated, and she will ask for faculty input on how to proceed.

J. FSU budget for FY 2018 (AY 17-18) – President Nowaczyk and Dave Rose

- PowerPoint Presentation “Budget reduction FY2018 Senate 9-6-2017” available <U:\Faculty Senate\Agenda and Minutes\2017-2018>
- Questions and Comments:
 - Q: Will FSU’s numbers be made available for comparison regarding Interquartile Range for Student FTE/Faculty FTE Based on National Comparison (slide #4)? A: Yes, we will share a couples of years. It is helpful to have a range, if someone is on leave it can throw the numbers off. If someone is getting release time, it can also throw the numbers off. We can then look at needs for faculty.
 - Q: What is the incentive-based budgeting model and what are the performance markers? A: Deans run colleges like separate businesses, buying services/courses from each other. For example, the College of Business could teach business writing and take that from the College of Liberal Arts and Sciences as a general education requirement. Another example, is the library would get

funding based on how much support it gives to the colleges. This model pits colleges against each other, creates, angst, and pedagogically not sound. The quality of education for the students can be hurt.

- Q: The fixed costs in Student Affairs are very low. What are the other costs? A: There are not a lot of absolute obligations in Student Affairs, we didn't want to raid the Cultural Events Series or Brady Health, which uses fees to support it. Other divisions have more concrete obligations each year that are required.
- Q: Are furloughs a possibility? A: We are being told that we can't use furloughs because the budget is a university issue not a state issue. We can only use furloughs when the budget issues come from the state.
- Comment: The newspaper recently mentioned that the governor had indicated another potential budget cut was coming. That is not factored in to the current budget, but the administration is aware of it.

K. Questions for Administrators

- Questions and comments have been included in the individual reports where appropriate.

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 17-24 – PASSED UNANIMOUSLY**

Summary Proposal	Rationale
The Department of English and Foreign Languages requests the following changes (Foreign Language and Literature Major – Concentration in Spanish):	1. Change in the total number of credit hours required for a Major in Spanish from 48 to 36 <ul style="list-style-type: none"> • The number of credits required at most peer institutions varies from 30-42.

<ol style="list-style-type: none"> 1. Change total number of credits from 48 to 36 2. Eliminate 6 courses 3. Substitute with 3 new courses 4. Include LING 301 Introduction to Linguistics in electives under Advanced Courses 5. Revise course description for SPAN 489 Capstone 	<ul style="list-style-type: none"> • Many of our students choose to double major, with the Spanish major being taken up only to supplement career goals. If these students feel any pressure to graduate due to sheer number of credit hours, they unfortunately often withdraw from the Spanish major. This indicates that perhaps the number of credit hours expected is too high to make completing Spanish as a secondary major an obtainable goal. • The program has been reduced to only 2 permanent (tenured/tenure track) instructors. With only this small number able to teach upper level courses, it has become impossible to prepare for and teach all of the upper level courses offered in the current FSU catalog. <p>2 & 3. Addition and elimination of courses from the curriculum</p> <ul style="list-style-type: none"> • The elimination and addition of courses to the current curriculum is meant to accomplish a compression of current courses, and the 3 new courses will contain much of the same material as the eliminated 6. This provides students and instructors with a more efficient use of time by meeting the same outcomes as the previous courses in fewer credit hours. • The new courses will also be structured to provide a more active approach to the teaching and study of language and culture. While there will still be readings, the daily activity in the classroom will focus more on learning and using the language itself versus a study of the literature alone. This corresponds to indicated interest from the student population.
--	--

• **FCC 16-22(H) – PASSED UNANIMOUSLY**

Summary Proposal	Rationale
<p>Update the Faculty Handbook to:</p> <ol style="list-style-type: none"> 1. Replace combined Institutional Review Board/Institutional Animal Care and Use Committee charter with separate updated charters for each committee 	<p>The Faculty Handbook lists IACUC and IRB as a combined Mandated Committee. This is neither appropriate nor current practice. IACUC approved a new charter in 2015. IRB approved a new charter in 2016.</p>

VOTE NOT REQUIRED:

VOTE NOT REQUIRED: AAC 17-19

Summary Proposal	Rationale
<p>The Department of Kinesiology and Recreation requests the following change:</p> <ol style="list-style-type: none"> 1. Renumber RECR 380 to become RECR 280. 	<p>Department offers enough upper-division courses. RECR 280 will have no prerequisites, which may aid in student recruitment to the Recreation & Parks Management major.</p>

VOTE NOT REQUIRED: AAC 17-20

Summary Proposal	Rationale
<p>The Department of Mathematics requests the following changes:</p> <ol style="list-style-type: none"> 1. Changes in prerequisites for MATH 432. 2. Changes in frequency for MATH 470 and 490. 	<ol style="list-style-type: none"> 1. The Math 432 changes brings the courses' prerequisites to be in line with the rest of our offerings. In particular, Math 238 has this requirement. 2. The Math 470 and 490 changes reflect enrollment and allow for our department to be more flexible in our offerings.

VOTE NOT REQUIRED: AAC 17-21

Summary Proposal	Rationale
<p>The Department of Sociology requests the following changes:</p> <ol style="list-style-type: none"> 1. <u>Courses to be added to the Sociology Curriculum:</u> <ol style="list-style-type: none"> a. Add Sociology 341, Race and Crime b. Add Sociology 433, Sociology of Education 2. Changes to the Prerequisites to Specific Sociology Courses <ol style="list-style-type: none"> a. Sociology 436, Sociology of Mass Communication, <i>drop the 9 credits of sociology prerequisite</i> b. Sociology 450, Classical Sociological Theory, <i>drop the 21 credits of sociology prerequisite to 12</i> c. Sociology 451, Contemporary Sociological Theory, <i>drop the 21 credits of sociology prerequisite to 12</i> 	<p>Courses to be added:</p> <ul style="list-style-type: none"> • SOCI 341: Crime and its interaction with minority communities will remain a very important topic to scholars in sociology for the foreseeable future. As we go forward as a society, many of our students may be in positions in the future where they will be policy makers. Our society now and in the future will continue to tackle issues related to crime, its origins and its effects on society. • SOCI 433: The sociology of education is a major area of study within the discipline. The American Sociological Association, the primary professional organization, has a general dedicated to publishing research in this subfield. Given the importance of education in our society today and that one of the three schools at Frostburg State University is the School of Education, the department feels that this particular course will continue to attract students. The course was offered in the spring of 2017 with an enrollment total of 17 students.

VOTE NOT REQUIRED: AAC 17-23

Summary Proposal	Rationale
<p>The Department of English and Foreign Languages proposes the following changes:</p> <ol style="list-style-type: none"> 1. Eliminate ENGL 421 Jane Austen in Literature and Film 2. Change Frequency and Prerequisites for ENGL 438 Applied Digital Writing 3. Change Frequency of ENGL 450 Women and Literature 	<ol style="list-style-type: none"> 1. Eliminate ENGL 421: This course was last offered in S14, when it had very low enrollment (7 students). Student interest in Austen has waned since this course was originally proposed. 2. Changes to ENGL 438: Enrollment in ENGL 438, Applied Digital Writing, has been low; if the course were offered less often, we believe that it would fill. It is currently a requirement in the Professional Writing track. We also propose to change course prerequisites. In the past, students given permission to take the course without the 300-level writing prerequisite have performed well. Both proposed changes should help increase enrollment. 3. Change frequency of ENGL 450: In order to ensure that we do not have under-enrolled classes, the ENGL department is limiting the number of upper-level literature classes offered each semester. Therefore, we will be offering ENGL 450 less frequently.

VOTE NOT REQUIRED: FCC 16-21

Summary Proposal	Rationale
<p>Charge the Faculty Development and Sabbatical/PRL Subcommittee and the Faculty Promotion and Tenure/Permanent Status Subcommittee to examine whether to transfer the Faculty Achievement Awards from the former to the latter.</p>	<p>The Faculty Development and Sabbatical/PRL Subcommittee reports having to schedule extra meetings to complete its spring agenda of reviewing faculty development grant applications and Faculty Achievement Awards. After the change in Promotion and Tenure/Permanent Status procedures, the Faculty Promotion and Tenure/Permanent Status Subcommittee has very little to do in the spring.</p>

Chair's Report - August 2017

The fall semester is almost upon us. In this, my first monthly communication, I want to outline four of my goals for the year.

1. **Listen and Learn.** My first priority will be to spend some time listening to and learning from you. Let me hear from you. Give me a call (x4157), or send me an email (bnnorris@frostburg.edu). Let's sit down and talk sometime. Encourage your chair to invite me to a department meeting. Join me for lunch. Most Thursdays, I plan to be get my Moe's fix sometime around 11:30 am in the Lane Center.
2. **Champion Your Priorities.** I have scheduled our first Faculty Assembly for Wednesday, September 27, at 4:00 PM in room 226 Compton Science Center. This will be another

opportunity for us to learn from each other. I plan for this assembly to focus on identifying faculty priorities for the coming year and for getting your feedback on upcoming issues important to faculty. Another invitation will be sent later with an outline of how we might use our time. Faculty Assemblies are open to all full-time and part-time faculty except for those who hold administrative rank of Associate Dean or higher.

3. **Represent and Advocate.** One way I represent and advocate for the Faculty is as a member of the University Advisory Council (UAC), which includes faculty, staff, and student representation along with the President and Vice Presidents. This council is the highest body of shared governance at FSU, and allows collaborative decision-making on matters important to the whole university. Your other two faculty representatives on the UAC are Mike Flinn and Carol Gaumer. Feel free to contact any of us if there is a matter you wish to bring to the UAC this year. I also meet regularly with Dr. Throop, our new Provost, and I am willing to use these meetings to convey the concerns of the faculty to her.
4. **Communicate and Collaborate.** The way we communicate and collaborate with each other at FSU is changing for the better. Last year we participated in a large open collaborative process that is leading toward a new strategic plan. We have a president who shares the major goings on at FSU in biweekly messages to the campus community. To increase transparency in the way the Faculty Senate operates, I plan to have Faculty Senate agendas and newsletters distributed at least a week before Senate meetings, if not earlier. The Senate Steering Committee is also working on a way for faculty members to review and provide feedback on agenda items in advance of Senate meetings.

I conclude with a challenge to you, my colleagues. This is a tough time for academia in the US. Public opinion about value of attending college and obtaining a degree is decreasing. Old and new prejudices seek to convince us that some members of our society have less value simply because of who they are. We see people who act as if free speech means speech without consequence and as if being angry means being right. As faculty members, we have a responsibility to do what we do best: educate our students, our community, our state, and even our nation that seeking knowledge is worthwhile, that diversity is a strength that leads to new understandings, and that higher education is as much a part of our future as it is our past. Think about how this coming year you can promote not just scholarship and intellectual curiosity but also equity and inclusion. Let understanding counter fear; let reason counter hate.

REPORT ON FACULTY SENATE STRATEGIC PLAN FOR ACADEMIC YEAR 2016-2017

Wednesday, September 6, 2017

I. VISION:

By 30 September 2017, demonstrated improvement in faculty morale through advocacy, creating policy, and effective implementation of policy.

II. VALUES:

A. Communication

B. Inclusion

III. MISSION:

Equip, resource, and assist faculty to better our students!

IV. GOALS:

1. Implement new workload policy. Links to

- FSU Goal #4: Recruit and retain diverse and talented faculty and staff committed to student learning and University goals.

2. Review, assess, and satisfy MSCHE standards 7 and 12. Links to

- FSU Goal #1: Develop and support academic programs and student services that prepare a changing student population for an era of complexity and globalization.

- FSU Goal #2: Enhance facilities and the campus environment in order to support and reinforce student learning.

- Academic Affairs Goal #3: Prepare our students to become critical thinkers, lifelong learners, and technologically competent global citizens.

- Academic Affairs Goal #4: Continuously assess, develop, and support academic programs to meet the needs of a changing student population and prepare them for a global society.

3. Earn positive recognition and agreement from Middle States that Gen Ed and Institutional Effectiveness are beneficial for FSU and students. Links to:

- FSU Goal #1: Develop and support academic programs and student services that prepare a changing student population for an era of complexity and globalization.

- FSU Goal #2: Enhance facilities and the campus environment in order to support and reinforce student learning.

- Academic Affairs Goal #3: Prepare our students to become critical thinkers, lifelong learners, and technologically competent global citizens.

- Academic Affairs Goal #4: Continuously assess, develop, and support academic programs to meet the needs of a changing student population and prepare them for a global society.

4. Staff and train the Faculty Ombudsperson Committee. Links to:

- FSU Goal #4: Recruit and retain diverse and talented faculty and staff committed to student learning and University goals.

V. ACTION PRIORITIES

1. Survey faculty in response to payment for workload by 15 March 2017. Links to:

- Faculty Senate Goal #1

2. Conduct an effectiveness review of faculty workload and compensation policy by 1 April 2017. Links to:

- Faculty Senate Goal #1

3. Develop a corrective action list for faculty workload and compensation policy by 15 May 2017. Links to:

- Faculty Senate Goal #1

4. Establish a permanent General Education Program Review Committee by 15 December 2016. Links to:

- Faculty Senate Goal #2

- Faculty Senate Goal #3

5. Approve changes to syllabus requirements to include GEP learning objectives on GEP syllabi by 7 December 2016. Links to:

- Faculty Senate Goal #2

- Faculty Senate Goal #3

6. Contact spring 2017 GEP instructors to implement syllabus requirements by 15 December 2017. Links to:

- Faculty Senate Goal #2

- Faculty Senate Goal #3

7. Provide feedback by Chair of Faculty Ombudsperson to Chair of Faculty on the status of training and staffing by 15 March 2017. Links to:

- Faculty Senate Goal #4

VI. METRICS USED TO ASSESS EFFECTIVENESS

1. 100% of faculty report their workload and compensation being calculated correctly.
2. Presentation of effectiveness review to Faculty Workload and Compensation Subcommittee
3. Submission of workload and compensation corrective actions by Faculty Workload and Compensation Subcommittee to IPR, Faculty Senate, Deans, Provost, and President for review.
4. Ratification of GEP Review Committee charter by Faculty Senate and signed approval by the President.
5. Approval of syllabus requirements by Faculty Senate and FSU President.
6. Greater than 80% implementation rate for GEP course sections in spring 2017.
7. Completion of 100% staffing and training of the Faculty Ombudsperson Committee.

VII. PROCESS OF ASSESSMENT PER ACTION ITEM

1. The survey was not conducted. The effectiveness review (#2) was conducted and revealed implementation issues that needed addressed first.
2. AIR reviewed all overload contracts from fall 2016 and prepared a report on implementation of the Faculty Workload and Compensation Policy and presented it to the Faculty Workload and Compensation Subcommittee in February 2017.
3. Faculty Workload and Compensation Subcommittee reviewed AIR's report and recommendations, the FSU Credit Hour Policy, and a proposal from the Academic Department Chairs Council to reinstate workload banking. A proposal to update the Faculty Workload and Compensation Policy was passed by the Subcommittee and IPR in April 2017 and by the Faculty Senate in May 2017.
4. GEP Review Committee Charter was developed and approved by GEP Review Committee in November 2016 and the Faculty Senate in December 2016.
5. Syllabus requirement for GEP Learning objectives was approved by GEP Review Committee and the Faculty Concerns Committee in November 2016 and the Faculty Senate in December 2016.
6. GEP Review Committee and Provost's Office reached out to Department Chairs and instructors about the syllabus requirement. A copy of the syllabus for each GEP course section was collected by the Provost's Office and reviewed.
7. Faculty Ombudspersons were elected in May 2016. The Faculty Ombudsperson Committee reported to the Faculty Senate Steering Committee on the status of training in May 2017.

VIII. RESULTS

1. The survey was not conducted. Adherence to the policy was monitored by AIR.
2. AIR's review of overload contracts revealed the following:
 - a. Unclear language led to confusion on how to calculate workload for ENS and ILL.
 - b. Compensation limit for IND, PRA, PRI, RSC, THE, DST, and STT was not uniformly followed.
 - c. Total overload contracts awarded = \$170,150
 - d. Total overload calculated per policy = \$380,023
 - e. All three colleges and 17/24 departments underpaid faculty overloads. 2 Departments overpaid faculty overloads.
 - f. There were cases of faculty members teaching overloads (in some cases up to 240%!) but not receiving overload contracts. Many of these cases involved internship supervision, which had previously not been included in workload.
 - g. There were cases of faculty members receiving overload contracts despite being assigned less than 12 workload units.
 - h. There were cases of faculty members receiving reassigned time and still being assigned overloads, including one case of a faculty member with 100% reassigned time teaching three courses!
 - i. There were cases of faculty members teaching colisted or combined sections and getting workload assigned for both courses.
3. With feedback from AIR, the Provost's Office, the Deans, and Department Chairs, the Faculty Workload and Compensation Subcommittee proposed a revision to the workload policy to accomplish:
 - a. Standardizing definitions pertaining to workload and expectations.
 - b. Clarifying the calculation of workload for each course format offered by FSU based on the Credit Hour Policy and providing examples.
 - c. Reinstating workload banking within the academic year.
 - d. Clarifying the proscription of overloads for individuals with reassigned time.
 - e. Providing a formula to prorate workload and compensation for overloads.

f. Provide a limit for the workload assignable for IND, RSC, THE, DST, PRI, PRA, and STT sections instead of a compensation limit to rein in costs of internships.

g. Based on AIR's calculations, these changes could result in decreasing cost of the policy from \$380,000 (if properly implemented) to circa \$180,000 (matching existing practice).

4. GEP Review Committee met monthly from March 2016 to May 2017. Sydney Duncan chaired the Committee from March – May 2016. Mike Murtagh chaired the Committee from August 2016 – May 2017. The Committee finalized details of the GEP assessment plan and worked with six departments (English, Philosophy, Theatre, Mathematics, Sociology, and History) to assess the 6 GEP learning objectives and establish a baseline. The baseline report was approved in February 2017 and included potential corrective actions for implementation. The report was provided with the MSCHE Monitoring Report, and the Committee met with the visiting team. In part because of the efforts of the Committee, Evan Offstein from the Provost's Office, and the faculty leadership, FSU received a commendation from Middle States on our GEP and its assessment plan.

5. The syllabus requirement was approved.

6. The Provost's Office reported greater than 90% implementation of the GEP Learning Objectives table in GEP syllabi in the Core Skills and in Groups A, B, C, D, and F. Syllabi from group E (IDIS 150 and 350) were not collected.

7. The Faculty Ombudspersons were elected in May 2016. In April 2017, the Committee reported that one of the specified required trainings was no longer available (mediation training). A replacement was being sought. In addition, the Committee recommended extending the tenure of elected members to staggered 3-year terms from staggered 2-year terms given the level of training required and the desire to prevent loss of knowledge.

IX. HOW HAVE RESULTS IMPACTED OPERATIONS?

1. A faculty morale survey, including questions about workload and compensation, is being planned for fall 2017 to establish a baseline for future surveys.

2. AIR is continuing to monitor the workload policy through review of overload contracts.

3. The revisions were not approved by the President, although they are the starting point for a conversation with the President, Provost, and Deans. The Provost wants to see more direct input from the Deans and supplement/improve the proposed revisions to increase clarity and sustainability. In particular, reassigned time procedures should be included in the workload policy. Implementation of banking would require courses to be scheduled more than one semester in advance by all departments.

4. FSU received a commendation from Middle States on our GEP and its assessment plan. The GEP Review Committee finalized a second assessment report over the summer that indicated some improvement based on corrective actions and some areas where corrective actions did not

yield improvement. The Committee will be chaired by Mike Matthias beginning in August 2016 and its work will focus on transitioning assessment of the learning objectives to new departments.

5. The update to the syllabus requirements were approved by the President and appear in the 2017 Faculty Handbook.

6. The Provost's Office and GEP Review Committee will continue to collect and review GEP syllabi, this time making an effort to collect syllabi from IDIS course sections.

7. The update to the charter of the Faculty Ombudsperson Committee was approved by Faculty Senate in May 2017 and signed by the President. The Committee is continuing to look for replacement training.

X. HOW WAS THIS PLAN AND THE RESULTS SHARED?

The initial plan was shared at the Faculty Senate Meeting in November 2016 and approved by the Senate at that meeting.

This report and the results are shared as part of the Faculty Senate Agenda and Newsletter for the 6 September 2017 meeting, the latter of which are emailed to all faculty and staff. A discussion of this report is on the agenda for the 6 September 2017 Faculty Senate Meeting.

VII. NEW BUSINESS

- A report was sent out on what we have accomplished. Ben will be seeking feedback on senate goals outlined in his chair's report.

VIII. ADJOURNMENT

- Adjourned at 5:13 p.m.