



One University. A World of Experiences.

FACULTY SENATE NEWSLETTER

October 2018

A MESSAGE FROM THE CHAIR OF FACULTY

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 is Wednesday, October 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.

Faculty Morale: As I did last year, I will conduct a survey of faculty morale in early October. With last year's survey as a baseline, we can determine where morale has improved and where it degraded over the last year. Please take time to participate.

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. While I get that fixed, a list of your Faculty Senators and CUSF Representatives follows on the next page. 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.

Best,

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

Learner Input Strategic Ideation Individualization

FACULTY SENATE ROSTER

Faculty Senate Steering Committee

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

Academic Affairs Committee

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

Graduate Council

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

Faculty Concerns Committee

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

Institutional Priorities and Resources

Michael Flinn, Computer Science & Information Technologies
Phillip Allen, Geography
Diane Blankenship, Kinesiology & Recreation
Erica Kennedy, Psychology
Randall Lowe, Library
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, October 3, 2018

4:00 PM

LUC Atkinson Room

I. APPROVAL OF THE MINUTES

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

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 (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: 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 credits), 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 credits). 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. 	
---	--

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. Clarifying the policy for when a W or WF can be assigned after the withdraw period each term. 3. Updating the section on Withdrawing from the University accordingly. 	<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>Clarifying the policy for assigning a W or WF following the withdraw period aligns the policy with our practice.</p>

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> <ol style="list-style-type: none"> 1. 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>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>

VOTE NOT REQUIRED: FCC PASSED 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

As needed

VI. ADJOURNMENT

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:

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>	Vote Required; passed
--------------	---	--	------------------------------

	<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 credits), 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 credits).</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>	
--	--	---	--

	<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. 		
<p>18-25</p>	<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"> 4. Changing the definition of an FX grade, and 5. 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>

	<p>assigned after the withdraw period each term.</p>		
--	--	--	--

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 we 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 it 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 sunsetting 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

FACULTY SENATE MINUTES

Wednesday, September 5, 2018

4:00 PM

LUC Atkinson Room

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

Absent (excused): P. Allen, D. Blankenship

Absent: J. Tobery-Nystrom

Administrators attending: President Nowaczyk, Provost Throop

The meeting was called to order at 4:00 p.m. by B. Norris.

I. APPROVAL OF THE MINUTES

The minutes of the May 2, 2018 (separate blue packet) were approved without amendment.

II. ANNOUNCEMENTS

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

Wednesday, October 3, 2018

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

Last week of September Date TBA

Athletics Changes

February Faculty Assembly: TBA

April/May Faculty Assembly: TBA

III. REPORTS & INFORMATION

A. Chair's Report The Chair requested permission to print only the agenda items and not the committee reports or minutes to conserve resources. (This printing used 3,750 pages; over the year, all printings would take 15,000 pages.) Full documentation will be available on the U drive and Sharepoint site (see links on electronic copy of the agenda) and they will be projected at meetings.

- 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)

Dr. Nowaczyk shared with Senate the Facilities Master Plan 2018-2028. Every 10 years, FSU is required by USM to update the master plan. There will be a document posted online for review after being presented to this body, the Staff Senate, SGA and the community. The final document will be submitted to the Board of Regents for review. Dr. Nowaczyk noted that funding is easier to obtain if buildings are in the master plan. Two new buildings are in process: a new residence hall and the Education & Health Sciences building. After those buildings are completed, he recommends that we renovate or replace existing structures (rather than add additional square footage). The following buildings are listed in the plan:

Old police building—needs new roof, HVAC; study on possible uses.

Demolition of Brady Health Center (June 2022)—to be replaced with parking, green space, and a possible multi-use pavilion.

Guild Center—renovate or replace. Consider “outward facing entrance.” (See additional information below about current remediation process.)

Framptom Hall—renovate or replace. 53 years old.

Old Main—renovate. Only campus building on Historic Register. Needs new roof, mechanicals, exterior envelope, redesigned interior, ADA compliance, elevator.

Ort Library—renovate. 41 years old. Replace mechanicals, update facility to be an academic learning center.

Cordts PE Center—renovation. Gym floor, bleachers, mechanicals, add A/C.

Athletic fields—new turf baseball and softball complex. NCAA regulation track. Covered indoor practice field.

Dr. Nowaczyk has included plans for a regional recreational complex in order to meet community needs for indoor facilities for winter months; this would be dependent on the results of a regional needs analysis and outside funding.

Other campus needs: Possible traffic circle; signage, bicycle paths, ADA accessibility, crosswalks.

Recent facilities actions (with money from Facilities Renewal funds):

Cambridge and Guild—Remediation is in process to deal with air quality issues; this includes moving Sociology and Social work out of Guild. The problems stem from poor ventilation; HVAC not handling the needs for the current buildings.

Cumberland has been repainted, new carpeting, LED lighting. Bathrooms to be renovated.

H. Provost's Report (oral)

Dr. Throop recognized Dr. Justin Dunmyre who has been awarded a USM Elkins professorship grant for his groundbreaking work on mathematics pedagogy. FSU has been accepted as one of twelve institutions to participate in a partnership initiative between NACADA: The Global Community for Academic Advising and the John N. Gardner Institute for Excellence in Undergraduate Education (Gardner Institute) called the Excellence in Academic Advising (EAA) process. Over 100 institutions applied. Under the leadership of Dr. Greg Wood, we now have a charter with The Honor Society of Phi Kappa Phi. The search for a Dean for CLAS has commenced; Dr. Mike Flynn is Chair of a search committee of 13 persons, which includes representatives from FTNTT faculty, students and the library; applications close Oct. 12th with the goal of having candidates here for campus interviews before Thanksgiving. The GEP Review committee is continuing its work. FSU has purchased a license to use Interfolio for digital submissions of applications for promotion and tenure. Also, ORIE students will be introduced to Portfolium, an E-portfolio platform for students which interfaces with Canvas. Dr. Throop hopes to meet with every department and talk about what their dreams are for the future of the university. The Physician Assistant program continues its development, with a site visit scheduled for mid-October. If accredited, they are hoping for first matriculants around May 2019. The new Nurse Practitioner program has begun (in Family Medicine and Mental Health); there is a new MAT track for Music Education; Kinesiology and Recreation are adding a concentration in Sport Promotion and Communication to their B.S. in Recreation and Parks Management and a Sport Management concentration to their M. S. in Recreation and Parks Management; Athletic Training is moving to the master's degree.

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 NOT REQUIRED: AAC 18-09

Summary Proposal	Rationale
<p>The College of Liberal Arts and Sciences requests the following: The College of Liberal Arts and Sciences on behalf of the programs in Art, Biology, Chemistry, Earth Science, and Physics is proposing revised catalog language for the teaching statement that occurs at the end of each program description.</p>	<p>This revised language makes it clear how a student interest in teaching one of the afore mentioned disciplines at the secondary level (middle and high school) may earn a Bachelor of Science and a Master of Arts in Teaching – Secondary in five years. The opportunity to do this exists under the current policies. This revised language clearly delineates how this can be accomplished.</p>

VOTE REQUIRED: AAC 18-18

Summary Proposal	Rationale
<p>The African American Studies Program requests the following: ENGL 271: Asian and African Literature and ENGL 379: Postcolonial Literature will be added to the list of electives in the African American Studies (AAST) minor.</p>	<p>The AAST Steering Committee has approved the addition of two classes to its electives list for the minor: ENGL 271: Asian and African Literature and ENGL 379: Postcolonial Literature. After reviewing the syllabi for each course, the committee determined that the content fulfills the requirements for adding classes to our electives list.</p>

NO DISCUSSION. MOTION CARRIED.

VOTE REQUIRED: AAC 18-19

Summary Proposal	Rationale
<p>The Department of Kinesiology and Recreation requests the following: Remove course from the AT Major Requirements: EXSS 435 Lifespan Health and Fitness</p>	<p>EXSS 435 is longer required to fulfill Athletic Training accreditation requirements. A new course has been added to the program in its place; however, the EXSS course was never removed from the AT major requirements. This was an oversight by the AT Program.</p>

ONE EDITORIAL CORRECTION (“NO LONGER REQUIRED”). MOTION CARRIES WITH THIS EDIT.

VOTE REQUIRED: AAC 18-20

Summary Proposal	Rationale
<p>The Department of Biology requests the following: Change in pre-requisite of BIOL 304, Deletion of optional pre-requisite BIOL 150 from many course descriptions, and changes in offering frequency of multiple classes. Additionally, we are proposing to remove 2 classes (8 credits) from our Biology – Molecular Biology Concentration program. Lastly, we are proposing a new course BIOL159 Honors: General Biology I.</p>	<p>This will reduce the requirements of students within this concentration, thus promoting short time to degrees and better retention of students within this concentration.</p>

NO DISCUSSION. MOTION CARRIED.

VOTE REQUIRED: AAC 18-21

Summary Proposal	Rationale
<p>The Department of English and Foreign Languages: 1) Change to the electives for Literature Concentration 2) Change course frequency of ENGL 402 Editing and Production</p>	<p>Rationale: 1) The electives requirements, as stated in current catalog copy, date back to a time (pre-2005) when the English major had no concentrations. Since this is a literature concentration, however, the focus should be on strengthening students’ knowledge and skills in literature; this proposal does so. The proposed change still allows students some flexibility in course choice. Students pursuing Teaching Certification or Master of Arts in Teaching can apply ENGL 276 Adolescent Literature and ENGL 430 The Composing Processes to the electives.</p> <p>2) Because ENGL 402 is no longer a requirement for COMM/MCOM, this has led to several years of low enrollments. As it is a publication course, having a full “staff” leads to better course outcomes.</p>

NO DISCUSSION. MOTION CARRIED.

VOTE REQUIRED: AAC 18-22

Summary Proposal	Rationale
<p>The Coordinator of the Social Sciences Major requests the following:</p> <p>1) Ms. Linda Steel, Program Coordinator, College of Liberal Arts and Sciences, replaces Beth Scarloss as Coordinator.</p> <p>2) The addition of EDUC 325 Educational Technology to “5. Other required courses (6 hours)” as an alternative to COSC 100 Introduction to Computer Science.</p>	<p>The program was housed in the College of Education and has been moved to the College of Liberal Arts and Sciences (CLAS). The program description needs to be moved to the appropriate place in the CLAS section of the catalog.</p>

NO DISCUSSION. MOTION CARRIED.

VOTE REQUIRED: AAC 18-23 - ALSO PASSED IPR

Summary Proposal	Rationale
<p>The Department of Kinesiology and Recreation requests the following: 1) Add a concentration in Sport Promotion and Communication under the current Bachelor of Science in Recreation and Parks Management.</p> <p>2) Add four new courses under the Sport Promotion and Communication concentration: RECR 230 Introduction to Sport Management RECR 332 Sport Media and Communication</p>	<p>1) During research concerning Academic Common Market (ACM) programs, the faculty discovered a large number of Maryland resident students attending out of state institutions for sport management related programs. Currently over 136 students are using the ACM to obtain a degree in recreation with a sports related concentration at two institutions in other states. The majority of students using the ACM are attending Shepherd University in West Virginia to obtain a degree in recreation with a concentration in sports marketing. Currently within the state of Maryland there is no program that provides a concentration in Sport Promotion and Communication.</p> <p>2) The four new courses are being added in order to develop the required curriculum for the Sport Promotion and Communication concentration.</p>

RECR 430 Sport Promotion RECR 432 Computer Mediated Communication in Sports	
--	--

CLARIFICATION BY DR. BUTA. MOTION CARRIED.

VOTE REQUIRED: GC 17-18 – ALSO PASSED IPR

Summary Proposal	Rationale
<p>The Department of Kinesiology and Recreation requests the following:</p> <ol style="list-style-type: none"> 1. Change program title from Master of Science in Recreation and Parks Management to Master of Science in Recreation, Parks and Sport Management 2. The curriculum of the current Recreation and Parks Management program will be re-arranged into a concentration in Recreation and Parks Management; and a new concentration in Sport Management will be added to address market demands as suggested by the change in the title of the program. 3. Add five new courses to the program under the Sport Management Concentration: RECR 600 Foundations of Sport Management; RECR 601 Current Issues in Sport Management; RECR 603 Facilities Planning and Management; RECR 696 Practicum in Sport Management; RECR 710 Thesis is RPSM 4. Change in course titles for the following courses that will be shared by the two concentrations: RECR 651 Fiscal Management in RPSM; RECR 681 Research Methods and Evaluation in RPSM; RECR 683 Thesis/Project Preparation and Grant Writing in RPSM; RECR 700 Research Project in RPSM 	<p>FSU is proposing a substantial modification of a currently existing Master of Science in Recreation and Parks Management in order to serve the needs of the region and at the state level. First, we are proposing to change the program title from Master of Science in Recreation and Parks Management to Master of Science in Recreation, Parks and Sport Management. This change will come to reflect the two areas of focus of the program, recreation and parks management and sport management. The new added focus in sport management will come to respond to current demand for academic preparation in sport related professions and will make the program more relevant for current market demands. Second, we are proposing the addition of a concentration in Sport Management to address market demands as suggested by the change in the title of the program. The curriculum of the current Recreation and Parks Management program will be re-arranged into a concentration in Recreation and Parks Management. Thus, the Master of Science in Recreation, Parks and Sport Management program will include two concentrations (each with 15 credits hours) and the two concentrations will share 3 core courses (9 credits). The two recommended concentrations are: a) Recreation and Parks Management and b) Sport Management. The program will be fully online, with courses seven week in length. A complete MHEC proposal was developed for the proposed changes.</p>

<p>5. Add disclaimer as requested by the College of Business</p>	
--	--

NO DISCUSSION. MOTION CARRIED.

VOTE REQUIRED: GC 17-19

Summary Proposal	Rationale
<p>The Department of Educational Professions requests the following:</p> <ul style="list-style-type: none"> • SPED 601 – Edit prerequisites • SPED 602 – Edit Course Sequence and prerequisites • SPED 603 – Edit Course Sequence and prerequisites • SPED 604 – Edit Prerequisites • SPED 691 – Edit course description. This was changed from a culminating course to an elective. 	<p>The Special Education program made several changes this semester to the program (GC 17-11 from Feb. 2018). In doing so, a few errors on prerequisites and course sequence were made in the course descriptions. This submission is to correct these minor errors.</p>

NO DISCUSSION. MOTION CARRIED.

VOTE REQUIRED: GC 17-20

Summary Proposal	Rationale
<p>The Department of Educational Professions requests the following: Retract the following component of GC 17-5 (passed in Dec. 2017) keeping REED 617 in the graduate catalog</p> <ul style="list-style-type: none"> • REED 617 will become REED 517 to allow it to be cross-listed as REED 417, thereby allowing the college to decrease the number of sections of this course required. 	<p>The Educational Professions Department requests that the following change to the MAT Secondary program approved in November 2017 be retracted. This change has had an unforeseen impact on the M.Ed. Literacy program which also uses this course. With the changes made by MSDE to reading course requirements, there is a need to differentiate between the reading courses needed for initial certification and those required for advanced programs. Therefore, the MAT program will need to develop a new REED 517 course which will be more appropriate for the MAT program as an initial certification program as opposed to the current REED 617 course which is designed for advanced level practitioners. This will allow both programs to meet the MSDE requirements for reading courses.</p>

NO DISCUSSION. MOTION CARRIED.

V. NEW BUSINESS

Dr. Robert Lewis (Kinesiology & Recreation) had requested permission to address the Faculty Senate. He is concerned with the decision to move from NCAA Division 3 to Division 2 and drop out of the Capital Area Conference. Points he made included the following:

- the impact on the CAC from our (and other schools') departure
- fines of up to \$50,000 for leaving the CAC prematurely
- the need for athletic challenge which he feels will be lacking with the Mountain East Conference
- funding and apportioning of scholarships, which is required of Division 2 schools
- lack of conferences for certain sports such as field hockey and men's lacrosse

In response to these concerns, the Chair of Faculty Senate stated that the upcoming Faculty Assembly would focus on the proposed changes in athletic programs, and that the President and Athletic Director would be invited to attend.

Other new business: Justin Dunmyre announced there will be campus-wide shredding day and encouraged faculty to participate, reminding them that FERPA regulations require that any student identifiable materials be shredded.

VI. ADJOURNMENT

REPORTS TO THE FACULTY SENATE

CHAIR'S REPORT

Welcome to the fall semester of 2018. This is the time of year for new faces. I love meeting our new students who have chosen to make FSU part of their academic journey. I was also delighted to meet so many of our new faculty colleagues last week who are excited to be here and be working to help our students succeed.

In my first report of the academic year, I want to update you on a few things.

Listening to You: My first priority last year was to listen and learn from you. It remains at the top of my list. Give me a call (x4157). Send me an email (bnnorris@frostburg.edu). Drop by my office (345 Compton). Invite me to your department meeting. I attended meetings of five departments last year and was invited to a sixth, but we couldn't work out a time. I want to continue doing what I can to get to know you and learn about what you need from me.

Faculty Senate: Faculty Senate meetings are at 4 PM on the first Wednesday of each month. The first meeting is Wednesday, September 5. The majority of these meetings will be 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>.

Workload: A new streamlined workload policy was passed in May by the Faculty Senate and approved by the administration. I want to thank Jason Draper from Assessment and Institutional Research for creating a spreadsheet that facilitates calculation of workload. I am already hearing about how the new policy and the spreadsheet are simplifying things across campus. Since it is new, I am also getting asked questions about how to apply it various situations. I am happy to help. Keep asking these questions. We have a Faculty Workload and Compensation Subcommittee charged with monitoring this policy and its application. The subcommittee has not selected a chair for this academic year, so in the meantime keep the feedback questions coming to me. I serve on the committee as an ex officio member and will make sure the committee hears what you need them to hear.

Athletics: Some of the biggest changes going on this year are related to athletics. FSU has notified the Capital Athletic Conference that this may be our last year participating. We have accepted an invitation to join the Mountain East Conference on the condition that our application to move to NCAA Division II is approved. This application is due February 1, 2019 and a transition team of faculty and staff are working on it. The first Faculty Assembly of this year will be dedicated to this topic. I want to give you the opportunity to hear about our progress and seek answers to questions you have. This assembly will be scheduled for the end of September. Stay tuned for date, time, and location.

Advising: FSU has been accepted into the inaugural cohort of institutions in the Excellence in Academic Advising Initiative from NACADA (National academic Advising Association) and the John N Gardner Institute for Excellence in Undergraduate Education. Jay Hegeman and I will be the liaisons for this project and we are assembling a steering committee to lead the process. Soon we will send out an invitation for students, faculty, and staff to participate in a self-study of advising at FSU that will lead to developing an action plan next semester. This plan will be implemented beginning fall of 2019 in support of FSU's strategic plan.

Also on the topic of Advising, the ad-hoc committee on faculty evaluation led by Justin Dunmyre proposed additions to the Faculty Role Model that will allow departments to more purposefully include advising activities as part of teaching for the annual faculty evaluation process. This proposal passed the Faculty Senate last spring, and any department that wishes to incorporate these new elements of the Faculty Role model into its evaluation criteria is welcome to do so. Please be aware of the November 1 deadline to submit revised criteria to your respective dean's office (see page D-6 of the Faculty Handbook).

Regents Faculty Awards: I sent out the call for nominations for the Regents Faculty Awards on Thursday, August 30. I am looking forward to having the same number and quality of nominations this year as we did last. Jason Speights from Physics and Engineering was honored last spring with an award for excellence in mentoring. If you are interested or if you know another faculty member who may be a good candidate, reach out to me. I am looking forward to having as many quality applicants as we did last year and to FSU winning one or more of these awards next spring.

Representation and Advocacy: As I did last year, I want to share with you the places and ways I represent and advocate for the FSU faculty. I meet biweekly with Dr. Throop our provost. I meet regularly with Dr. Nowaczyk. I serve on the University Advisory Council, which includes the President and Vice Presidents along with representation from faculty, staff, and student governance. My role also involves serving on the Assessment and Institutional Effectiveness Council, the FSU Foundation Board, the Institutional Priorities and Resources Committee, the Faculty Concerns Committee, the Faculty Workload and Compensation Subcommittee, and the General Education Program Review Committee. Feel free to share with me anything that you would like me to bring to these groups.

There are other faculty leaders you can turn to as well. Your other two representatives for the University Advisory Council are Mike Flinn and Carol Gaumer. Your Faculty Senate Steering Committee members are:

Benjamin Norris, Chair of the Faculty
 Holly Currie, Vice Chair of the Faculty
 Sally Stephenson, Secretary of the Faculty
 Travis English, Chair of the Academic Affairs Committee
 Justin Dunmyre, Chair of the Faculty Concerns Committee

Jamelyn Tobery-Nystrom, *Interim* Chair of the Graduate Council
 Mike Flinn, Chair of the Institutional Priorities and Resources Committee
 Mike Murtagh, Chair of the University Chairs Council

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, May 9, 2018

Attending: Travis English, Chair; Joanna Shore, Secretary; Gerry Snelson; Daniel Filer; Nazanin Tootoonchi; Hongqi Li; Melody Kentrus, UUCR; Benjamin Forrest, SGA; Doris Santamaria-Makang, Provost's Office; Jodi Ternent, Office of the Registrar; Jackie Durst; Dee Dee Campbell, Interim Dean of CLAS/Chairs Council Representative

Department Representatives: Sydney Duncan, English; Amy Branam Armiento, African American Studies; David Puthoff, Biology; Natalia Buta, Kinesiology and Recreation

Excused: Lea Messman-Mandicott, Director of the Library (Ex Officio member)

- I. Call to order at 4:01
- II. Approval of the 4/11/2018 minutes
- III. Reports:
 - a. Office of the Provost/Academic Standards Committee-Dr. Doris Santamaria-Makang: 1) Academic proposal inventory has been updated for USM and MHEC. Discrepancies have been found and are being amended. This inventory provides the names for all of the University's programs, and each school in the system is producing one. 2) Regulations for online programs have been changed; if you are putting an existing traditional program online, you no longer need approval beyond University governance. 3) The inventory of online programs is also being updated for MHEC.
 - b. Dean's Council-Dr. Dee Dee Campbell: No search for CLAS Chair yet; a committee is being formed.
 - c. Registrar's Office-Ms. Jodi Ternent: Encouragement to submit grades in 48 hours.
 - d. [UUCR](#)-Dr. Melody Kentrus: Approved changes to Liberal Studies capstone course that were approved in last AAC meeting pending UUCR review.
 - e. AAC Chair-Dr. Travis English: No report
- IV. New Business

18-17	The African American Studies Program requests the following:	Rationale: The AAST Steering Committee has approved the addition of two classes to its	Vote Required; passed
--------------	---	--	------------------------------

	ENGL 271: Asian and African Literature and ENGL 379: Postcolonial Literature will be added to the list of electives in the African American Studies (AAST) minor.	electives list for the minor: ENGL 271: Asian and African Literature and ENGL 379: Postcolonial Literature. After reviewing the syllabi for each course, the committee determined that the content fulfills the requirements for adding classes to our electives list.	
18-18	<p>The Department of Kinesiology and Recreation requests the following: Remove course from the AT Major Requirements:</p> <p>EXSS 435 Lifespan Health and Fitness</p>	<p>Rationale: EXSS 435 is longer required to fulfill Athletic Training accreditation requirements. A new course has been added to the program in its place; however, the EXSS course was never removed from the AT major requirements. This was an oversight by the AT Program.</p>	<p>Vote Required; passed</p>
18-19	<p>The Department of Biology requests the following: Change in pre-req of BIOL 304, Deletion of optional pre-req BIOL 150 from many course descriptions, and changes in offering frequency of multiple classes. Additionally, we are proposing to remove 2 classes (8 credits) from our Biology – Molecular Biology Concentration program. Lastly, we are proposing a new course BIOL159 Honors: General Biology I.</p>	<p>Rationale: This will reduce the requirements of students within this concentration, thus promoting short time to degrees and better retention of students within this concentration.</p>	<p>Vote Required; passed</p>

18-20	<p>The Department of English and Foreign Languages: 1) Change to the electives for Literature Concentration 2) Change course frequency of ENGL 402 Editing and Production</p>	<p>Rationale: 1) The electives requirements, as stated in current catalog copy, date back to a time (pre-2005) when the English major had no concentrations. Since this is a literature concentration, however, the focus should be on strengthening students' knowledge and skills in literature; this proposal does so. The proposed change still allows students some flexibility in course choice. Students pursuing Teaching Certification or Master of Arts in Teaching can apply ENGL 276 Adolescent Literature and ENGL 430 The Composing Processes to the electives.</p> <p>2) Because ENGL 402 is no longer a requirement for COMM/MCOM, this has led to several years of low enrollments. As it is a publication course, having a full "staff" leads to better course outcomes.</p>	<p>Vote Required; passed</p>
18-21	<p>The Coordinator of the Social Sciences Major requests the following:</p> <p>1) Ms. Linda Steel, Program Coordinator, College of Liberal Arts and Sciences, replaces Beth Scarloss as Coordinator.</p> <p>2) The addition of EDUC 325 Educational Technology to "5. Other required courses (6 hours)" as an alternative to COSC 100 Introduction to Computer Science.</p>	<p>Rationale: The program was housed in the College of Education and has been moved to the College of Liberal Arts and Sciences (CLAS). The program description needs to be moved to the appropriate place in the CLAS section of the catalog.</p>	<p>Vote Required; passed</p>

18-22	<p>The Department of Kinesiology and Recreation requests the following: 1) Add a concentration in Sport Promotion and Communication under the current Bachelor of Science in Recreation and Parks Management.</p> <p>2) Add four new courses under the Sport Promotion and Communication concentration: RECR 230 Introduction to Sport Management RECR 332 Sport Media and Communication RECR 430 Sport Promotion RECR 432 Computer Mediated Communication in Sports</p>	<p>Rationale: 1) During research concerning Academic Common Market (ACM) programs, the faculty discovered a large number of Maryland resident students attending out of state institutions for sport management related programs. Currently over 136 students are using the ACM to obtain a degree in recreation with a sports related concentration at two institutions in other states. The majority of students using the ACM are attending Shepherd University in West Virginia to obtain a degree in recreation with a concentration in sports marketing. Currently within the state of Maryland there is no program that provides a concentration in Sport Promotion and Communication.</p> <p>2) The four new courses are being added in order to develop the required curriculum for the Sport Promotion and Communication concentration.</p>	<p>Vote Required; passed</p>
-------	---	--	-------------------------------------

V. Adjournment at 4:45

Respectfully submitted,

Travis English, Chair of AAC

FACULTY CONCERNS COMMITTEE

Wednesday, May 9, 2018

Attendance: J Dunmyre, J Lombardi, S Brassfield, R Larivee, S Brill, B Norris, J Flinn, T Sigerstad, T Bogart, J Browne

I. Call to Order 4:03

II. Approval of the Minutes of Wednesday, April 11, 2018.

Note that Tianna Bogart was excused

III. Reports

a. Chair's Report.

Workload/Compensation Subcommittee did not meet.

Parental leave policy – discussion on Senate floor noted that the proposal suggested policy instead of stating policy; a summary of benefits passed and will be included in the handbook while the proposal needs more work.

b. University Chairs' Council.

Recording policy on agenda.

Met with Provost on workload.

Chairs are concerned about new workload policy.

Mike Murtagh elected as Chair of Chairs.

Chairs are concerned about 7-year program review. Lots of work, convoluted process, not enough time, no reassigned time for it (used to be).

Chairs met with Provost about hiring new deans (CLAS, COE) – ideas about criteria and who should serve on search committees.

c. Council of University System Faculty.

No CUSF representatives at FCC. No Report.

d. Promotion and Tenure / Permanent Status Subcommittee.

Reviewed Application for Faculty Achievement Awards

2 awards: University/Community Service and Academic Achievement

2 P&T workshops scheduled in May

e. Faculty Development and Sabbatical / Professional Leave Subcommittee.

No Report

f. Faculty Handbook Subcommittee.

No Report

IV. Elections!

Nominees for chair: J Dunmyre

Elected by acclamation

V. Agenda Items

Update regarding FCC 18-09(H): Removing Ombudsperson requirement before filing grievance

Some faculty have requested that we discuss this during the Fall semester. FCC Chair has decided to honor this request.

Discussion of FCC 18-09(H): Removing Ombudsperson requirement before filing grievance

Faculty have provided feedback that this decision should take faculty input beyond the two committees involved.

Discussion Item: Tianna Bogart wishes to address FCC

Dr. Bogart wishes to discuss with FCC concerns about student travel around holidays. In particular, there were classes on Monday and Tuesday preceding

Thanksgiving, which created travel hardships. She wishes to explore formal arrangements that the university could make to support our students in this way.

Discussion

T. Bogart: Students shared that students want to attend class, but are limited in travel options. Round-trip bus cost \$100 typically and \$200 on holidays. Does FSU control the academic calendar? Can FSU subsidize?

J. Flinn: dorms close before some Tuesday classes.

S. Brassfield: I think we have more control over calendar.

B. Norris: USM used to want academic calendars to line up; no longer true

S. Brassfield: Similar problems at end of finals – students want to travel on weekend when options are available.

S. Brill: Likes the subsidy idea as it keeps flexibility and is student friendly; Don't favor taking week off because I do favor having formal fall break earlier. Total of one week off, but broken up. Thanksgiving is late, so taking a full week then is awkward.

J Lombardi: Wonders how many are in this situation. Worries that this is a slippery slope. Worries that there will always be students for whom classes are inconvenient. Knowing the number helps determine cost.

R Larivee: breaking up the break would be trouble for lab courses that need to do the same activity in the same calendar week; a full week is okay. Students will push this issue as they do in Spring break – low attendance on Thu/Fri before.

S. Brassfield: Spring Break is a good comparison – is Thanksgiving worse?

J Flinn: Could we get a charter bus, or preregister for group rates?

S Brill: We could tell students to not go home with friends, use the bus.

T Sigerstad: Students/Faculty might like fall break. COMAR requirements still hold us to requirement to contact hour requirement. We would have to shift earlier or later. Considered about subsidy as unfair to students from locations outside the BW-corridor.

B Norris: Take to University Advisory Council

J Dunmyre: Also talk to SGA

S Brassfield: Not just a convenience issue but an academic concerns. Surely this must affect DFW.

S Brill: Is there a student ride-sharing organization?

J Flinn: dorms close on Tuesday at 5 PM

J Lombardi: Is university closed after that? No.

S Brassfield: Maybe Wednesday is the better travel day; can they stay in dorm?

J Dunmyre: They pay to stay the night

T Sigerstad: That needs to be part of the conversation

J Dunmyre: ideas to explore: 1) help arrange affordable travel, 2) keep dorm open until, and 3) have the whole week off

T Bogart: if we want students from downstate, then we need to support them

J Lombardi: next year dorms will be open until 7 PM

S Brassfield: classes run until 9 PM

FCC 18-12(H): Updating Faculty Handbook regarding Electronic Device Usage

The University Chair's Council is concerned with students recording classroom activity. To that end they worked with our general counsel, Brad Nixon, to craft the following statement. This would be incorporated as a universal syllabus requirement, on page B-19 of the handbook.

Recording Classroom Activities

No student may record any classroom activity without express written consent from their instructor. 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. Permission to record classroom activities is not a transfer of any copyrights. Recordings may be used only for individual or group study with other students enrolled in the same class and may not be reproduced, transferred, distributed, or displayed in any public or commercial manner. Students must destroy recordings at the end of the term in which they are enrolled in the class.

Additionally, the list of items under (6) on page B-19 should be updated with:

Use of electronic devices in class.

Discussion of FCC 18-12(H): Updating Faculty Handbook regarding Electronic Device Usage

R Larivee: Worked with General Counsel. Without this policy, we don't have a strong case when we hold students responsible.

T Sigerstad: Is this a problem?

R. Larivee: This happened in chemistry. One faculty member was video-recorded and put it on the web. Students do not know that this can be illegal in MD.

T Sigerstad: Should we just say it is against the law.

R Larivee: Want a flexible statement to support certain exceptions.

T Sigerstad: Faculty Handbook is not the best place for students to be aware.

R Larivee: Want it on the syllabus.

J Lombardi: Software exists to edit a video to make it sound like the person is saying whatever you want them to. Proposed amendment: Add before “Recordings may be used...” the phrase “If permission is granted.

B Norris: Add to proposal request that this be added to code of student conduct.

S Brill: What is a recording? Video? Audio? Photo?

R Larivee: Chairs did not think photography was an issue.

J Dunmyre: We can add “audio and video”

J Browne: Recording will chill discussions in discussion courses.

J Lombardi: Permission is to record instructor, but they record other students. This issue is an issue that exists now with disable students.

Lengthy and spirited discussion about wording that suggests that only disabled students are entitled to this option? Opposing concerns – may disadvantage disabled students if that sentence is removed.

S Brassfield: recording a lecture can be good academic practice.

General agreement.

Discussion about statements on syllabus. Noted that proposal does not require specific language, just a statement.

J Dunmyre Proposed Amendment: make first sentence more positive/welcoming

B. Norris: Motion to take all ideas about the DSS sentence to General Counsel and DSS:

1. Remove
 - a. Remove and require a generic DSS statement in syllabus
2. Move to end.
3. Reword to encourage students to go to DSS
4. Reword to say students may go to DSS
5. Students have the right to go to DSS
6. Instructors have the right to request confirmation of DSS accommodations.

S Brill seconded. **All in favor.**

VI New Business?

VII. Adjournment. 5:46 PM

VIII. Next meeting: September 12, 2018 - CCIT 245 at 4pm

GRADUATE COUNCIL

Monday, May 14, 2018

4:00 pm

The Graduate Council (GC) met on Monday, May 14, 2018, 4:00 – 5:00 PM.

Present: Matt Ramspott, Eyad Youssef, Natalia Buta, Nick DiMichele, Pam Williams, Shoshanna Brassfield, Jamelyn Tobery-Nystrom, Jennifer Bishoff, Vickie Mazer, Jodi Ternent, David Zheng, Doris Santamaria-Makang, Kristine McGee, Rich Raesly, Beth Smolko

Excused: Sunshine Brosi, Kara Platt, Ali Ashraf, Yan Bao

Absent: Trina Redmond-Matz, Glenn Thompson

Minutes recorded by: M. Ramspott (GC Secretary)

1. Call to Order

- Meeting was called to order by D. Zheng (GC Chair)

2. Approval of Minutes

- Approval of minutes from April 9, 2018. Motion to approve: D. Zheng, seconded by N. Buta. **Minutes Approved** by unanimous vote.

3. Reports**Chair's Report – D. Zheng**

- Pam Williams has returned to the committee
- Kris McGee is joining the committee to represent the Master of Education programs
- Rich Raesly is joining the committee as a Faculty Senate appointee
- Beth Smolko is joining the committee to represent the Physician Assistant program
- Yan Bao is stepping down, needs a replacement to represent the MBA program

Graduate Services Report – V. Mazer

- Grad Services is in the midst of catalog revision
- Enrollment is likely to be lower, but no hard data yet
 - Lower numbers of international students
 - Smaller cohorts in several programs, especially the EdD program (20 – 25 the last few years, dropping to 13 this year)
- Meet and Confer with GAs
 - Contract periods – will still be the last day of class
 - Faculty are asked to be cognizant about the use of required books. Encouraged to use the reserve desk at the library and/or consider Open Educational Resources
 - On the issue of contract period and pay rates – N. DiMichele put together a report based on research done on sister institutions. This report will go to Provost and to Graduate Council once it is finished.

- Concerns about pressure of time commitments for GAs. V. Mazer: There needs to be some collegial give & take to ensure students can complete their academic commitments. Departments should have discussions about this.
- Application Processing -- When reviewing for admission, faculty are encouraged to adhere to deadlines.
- More communication with applicants may be needed about the outcome of the process

Report from D. Santamaria-Makang (Provost's Office)

- Academic Program Inventory update
 - Need to find discrepancies and update them
 - V. Mazer has sent emails to Deans and Dept. Chairs about this
- Online Program approval process
 - This will be a shorter, streamlined process, mostly internal process
 - Nursing, MBA, Computer Science are examples of current online programs
 - J. Tobery-Nystrom: Q about SPED online program approval. D. Santamaria-Makang: This is an internal proposal only, once approved by Senate, no need for it to go to MHEC
- Open Educational Resources (OER) initiative
 - Grants are available in this area

4. Old Business: N/A

5. New Business

RPM Proposal (Dr. Natalia Buta):

Proposal is available at U:\Graduate Council\Senate Items\2017-18\GC 17-18 RPM Proposal

The faculty in the Department of Kinesiology and Recreation are proposing the following changes to the current Master of Science in Recreation and Parks Management.

- Change program title from Master of Science in Recreation and Parks Management to Master of Science in Recreation, Parks and Sport Management
- The curriculum of the current Recreation and Parks Management program will be re-arranged into a concentration in Recreation and Parks Management; and a new concentration in Sport Management will be added to address market demands as suggested by the change in the title of the program.
- Add five new courses to the program under the Sport Management Concentration: RECR 600 Foundations of Sport Management; RECR 601 Current Issues in Sport Management; RECR 603 Facilities Planning and Management; RECR 696 Practicum in Sport Management; RECR 710 Thesis in RPSM
- Change in course titles for the following courses that will be shared by the two concentrations: RECR 651 Fiscal Management in RPSM; RECR 681 Research Methods and Evaluation in RPSM; RECR 683 Thesis/Project Preparation and Grant Writing in RPSM; RECR 700 Research Project in RPSM
- Add disclaimer as requested by the College of Business

Discussion of RPM Proposal:

- V. Mazer: Q about RECR 700/710 – grading system not identified in the descriptions.
- N. Buta: P/N grading will be added for RECR 700, P/N/CS grading will be added for RECR 710
- V. Mazer: Q about the practicum. N. Buta: This will also be P/N
- V. Mazer: Q about when the proposed changes go into effect. N. Buta: Fall 2019

Motion to Approve the proposal, with Friendly Amendment RE the grading specifications: S. Brassfield.
Seconded by P. Williams.

Approved, by unanimous vote.

Special Education Catalog Change (Dr. Tobery-Nystrom & Dr. Mazer):

Proposal is available at U:\Graduate Council\Senate Items\2017-18\GC 17-19 SpecialEd

The Special Education program made several changes this semester to the program. In doing so, a few errors on prerequisites and course sequence were made in the course descriptions. This submission is to correct these minor errors.

The edits required will impact the following courses:

SPED 601 – Edit prerequisites

SPED 602 – Edit Course Sequence and prerequisites

SPED 603 – Edit Course Sequence and prerequisites

SPED 604 – Edit Prerequisites

SPED 691 – Edit course description. This was changed from a culminating course to an elective.

Discussion of SPED proposal:

- S. Brassfield: Suggestion of the need to inform Chair of Faculty, since there is no time to send the proposal back to the Senate and the edits need to be made right away to make it into the catalog. D. Santamaria-Makang and V. Mazer: Agreed.

Motion to Approve the proposal: M. Ramspott. Seconded by J. Bishoff.

Approved, by unanimous vote.

MAT Secondary Change Rescindment (Dr. Jennifer Bishoff):

Proposal is available at U:\Graduate Council\Senate Items\2017-18\GC 17-20 MATSecondary

The Educational Professions Department requests that the following change to the MAT Secondary program approved in November 2017 be retracted. This change has had an unforeseen impact on the M.Ed. Literacy program which also uses this course. With the changes made by MSDE to reading course requirements, there is a need to differentiate between the reading courses needed for initial certification and those required for advanced programs. Therefore, the MAT program will need to develop a new REED 517 course which will be more appropriate for the MAT program as an initial certification program as opposed to the current REED 617 course which is designed for advanced level practitioners. This will allow both programs to meet the MSDE requirements for reading courses.

1. The following change was requested and approved in November 2017. We would like to retract this change and keep the current REED 617 course number rather than change to a REED 517. MAT Secondary program will submit a new course request in the early Fall.

Retract the following approved change:

Change in Title and Credits

a. REED 617 will become REED 517 to allow it to be cross-listed as REED 417, thereby allowing the college to decrease the number of sections of this course required.

Discussion of the MAT (Rescindment) Proposal:

- J. Bishoff: New course will be proposed in the Fall – REED 517

Motion to Approve the Proposal: D. Zheng. Seconded by K. McGee.

Approved, by unanimous vote.

6. Other New Business:

- Chair (D. Zheng) is stepping down. Thanks for serving. A new Chair is needed.
- Secretary (M. Ramspott) is rotating off the committee. Thanks for serving. A new Secretary is needed.
- S. Brassfield is rotating off the committee. Thanks for serving.
- N. DiMichele is rotating off the committee. Thanks for serving. The new student member will need to be selected. This person will also need to be available to serve on UAC.

New Grad Council Secretary: Rich Raesly self-nominated.

Motion to Approve: D. Zheng. Seconded by P. Williams.

Approved, unanimous vote.

New Grad Council Chair: After some discussion, J. Tobery-Nystrom self-nominated to be Interim Chair only for the September meeting, due to a recurring time conflict next semester. A new Grad Council chair will need to be selected at or before the September meeting. Those members not at the May meeting will be contacted to assess their possible interest in chairing the committee.

Motion to Approve: D. Zheng. Seconded by B. Smolko.

Approved, unanimous vote.

7. Adjournment at 5:00 PM

Respectfully submitted by

David Zheng

INSTITUTIONAL PRIORITIES AND RESOURCES COMMITTEE

Monday, May 8, 2017

In attendance: M. Monahan, G. Wood, D. Blankenship, R. Lowe, B. Norris, B. Rinard, M. Flinn, Denise M., S. Sheetz, H. Gable, N. Buta

CHAIR'S COMMENTS

A big welcome to the incoming member of IPR:
Brent Weber

To the outgoing members thank you for your support. Greg Wood, thanks for being Vice Chair, I bet you'll miss the PACIE meetings. Rebekah Taylor, you had an interesting year as chair of the IPR Workload and Compensation subcommittee, but you did a wonderful job. We thank you both of you for the time you have spent addressing important issues. Your efforts are appreciated. (Please note that we don't know whom will replace Rebekah as they have not held their May meeting.)

Thank you for those that are sticking around for another year on IPR:
Erica Kennedy, Michal Monahan, Phil Allen, Diane Blankenship, Randall Lowe, Denise Murphy, and me

To everyone, thank you for your continued support in making IPR a strong committee. We accomplished a lot this year: new workload policy, new summer pay scale, and wonderful discussions on how we can save the University money. I feel that our voice was heard by others on campus.

Finally, I would like to thank both Erica (17/18) and Mike (16/17) for serving as secretary over the past two years. Your dedication is appreciated.

It was a very busy, yet productive, year. I look forward to working with everyone in the future.

OLD BUSINESS

4:00 – Welcome and introductions

We will take 10-15 minutes to review two programs approved by IPR in AY 13-14. Please review the accompanying three-year program review forms filled out by a sponsor of each program.

4:05 – M.S. of Applied Computer Science new delivery mode, Dr. G. Brad Rinard

4:15 – M.S. of Nursing, Dr. Heather Gabel

4:25 - Hospitality Management Concentration in Business, Dr. Michael Monahan

[Discussion of possible transition to Division II for athletics](#)

Division 2—Where are funds coming from linked to scholarships? This is still up in the air.

Mike M.—Would we lose lacrosse if we switch divisions?

Ben—No, we would find an affiliate conference. It should be noted that we must complete the self-study first. We would still have to apply to switch divisions.

Greg w.—How much more does it cost for licensing if we change?

Mike M—That’s what the self-study involves. There are no answers now.

Greg W—Are there discussions to re-tool minors and programs to make them friendlier to division II?

Mike M.—If we go into this conference, a lot of schools would be closer to us. This could result in less travel time, fewer classes missed for students.

Ben N—We will have a report coming up to go over the details.

Randall L.—There are still concerns about funding.

Greg W—Is this a done deal? Or exploratory?

Mike F—We would have to be accepted into the conference.

Ben N- NCAA would have to approve of the move as well.

THIRD YEAR REVIEW

[M.S. of Applied Computer Science new delivery mode, Dr. G. Brad Rinard](#)

It was reported that the number of student for the MS in ACS is low. D. Murphy supported this observation; however, the program is still sustainable. B. Rinard stated that there has been a lack of marketing effort and is denied marketing efforts.

Discussion

Brad—We have had a couple of concerns. In the past we had online sections parallel to face-to-face, we did this for every section until this semester when there were budget cuts.

If we were to advertise in Baltimore/DC area, we could double or triple enrollment in online program.

With projected enrollment, had anticipated advertising. A couple of years ago, had international students but then lost them.

Diane-Is this a viable program that needs to continue?

Brad—It is a viable program. Usually we have an enrollment of 8 in an online section.

Diane-Is this an issue in terms of numbers? Classes in our program require greater numbers.

Brad—Advertising would help.

Mike F—This is only the online portion. We have no dedicated people for this option.

Sherri—I contacted Selena Smith to get actual enrollment. There is pretty low enrollment.

Mike F—If not getting resources, we should be able to report back to the administration to let them know that resources are not being carried through. So, the process is working.

Denise M—This allows us to see if programs are getting what they need. In the past I didn't see the proposals. This has helped to be on IPR.

Diane—The bottom-line is that we haven't met enrollment targets, but we also haven't had proper advertisement.

Brad—We really need to advertise grad program.

Randall—These connections are vital.

Brad—Our program has gotten some notice—on geteducated.com, our program is rated number 4.

Mike F—You would like to see some funds being allocated toward marketing?

Brad—We would like to get it up to 20 per semester on all of the courses. If we advertise we might need more resources to run classes.

Mike M—This starts to be a catch 22 situation.

[M.S. of Nursing, Dr. Heather Gabel](#)

H. Gabel reported that while they are not meeting their number; however, D. Murphy numbers demonstrated that they are meeting their number. H. Gabel echoed the concerns of B. Rinard about marketing for the M.S. of Nursing program. A lack of marketing efforts for the graduate programs is a running theme for AY 17/18.

Discussion

Heather Gable—We don't have the students that were anticipated. Students have continued to decline. This is also a national trend. We had an initial planning grant. There was some money for advertising within the state. We had some interest from out of state. The nursing administration track is not exclusive to FSU, but the education track is different at FSU. Nurses have not been willing to leave bedside to go toward education. We did not get what we thought we were going to.

Mike F—There are several programs offering online degrees. When online, people do not get advertising for the online programs.

Heather G—We did some Facebook advertising, and Google analytics when we had funding. We no longer have funding and not enough advertising.

Greg—I was surprised that this isn't doing well, with all the emphasis on nursing programs on campus being enrollment generators.

Heather—We were permitted to hire a PIN, and that person retired and they are searching again.

Diane—What was best year?

Heather—Year two was the best year.

Diane--Is this a problem exclusive to us?

Heather—We are planning to create certificates. There seems to be an interest in this—a family and psychiatric certificate are of interest. We are also talking to Business to see how working with them could help us to boost our numbers. There are a ton of BSN students.

Diane—It seems like for online, it is the same message—advertising is an issue.

Ben N—This is not just online problem—the problem is marketing.

Greg—There appears to be a resource problem that marketing is just not what we do at FSU.

Heather—There is a local school with poster advertising Towson (and not Frostburg) on the wall.

Mike F—Overall, looking at the numbers, the program is still in line with original predictions in terms of money coming in.

[Hospitality Management Concentration in Business, Dr. Michael Monahan](#)

M. Monahan stated the concentration lacks the necessary student to be sustainable. They are reviewing the concentration to make it a more viable option. D. Murphy concurred with these observations.

Discussion

Mike M—We had an agreement with a university in Taiwan. Students from Taiwan get to come here. Students from FSU can go overseas and everything would be cheaper than being here. The costs are very low. We have been sending an adjunct with the students. We tend to have 2 or 3 students per semester. We are dropping the requirement of 4 classes in Taiwan. Students can now do internship in hospitality without going to Taiwan. If the program continues to have low enrollment, may not be viable long term.

Sherri- The program had 4 students one semester, 7 another semester. The biggest expense was travel—was coming out of the dean's office.

Mike M—So this program appears to not really helping us, not really hurting us.

Diane—Would it be helpful to make it a minor?

Mike M.—Possibly—it may be worth a try since it is not doing much as a concentration.

Mike F—I recommend that Diane and Mike M. and Natalia get together to discuss minor option.

Mike M—The change in the requirement of going to Taiwan may help, and working with parks and rec might be a good solution.

Ben—This as a recurring message that there is not enough money for marketing and that this is linked to low enrollment of these programs.

NEW BUSINESS

Recreation and Parks Management (a two-part proposal)

Dr. Natalia Buta

Undergraduate Concentration in Sport Promotion and Communication

Graduate concentration in Sport Management

Vote Required: motion passes 7 in favor, 0 against, 1 abstentions

Natalia—Coming from a need of prospective and current students—athletics and recruiting—we want to do something that is sport management oriented. Right now it is an inter-disciplinary degree. Since we don't have the program they want, some students leave and go to West Virginia. The proposed program allows us to keep students here.

Diane -According to the academic common market, if there is nothing in a particular field offered within state, you can get in-state tuition in an out of state school.

Mike M--We have Maryland students getting in-state tuition out of state. If we get this program, then we will have students that are no longer able to get in-state tuition out of state.

Natalia—This proposal requires one full time person. We have support from the dean and provost for this.

Mike F—Where will this person come from?

Natalia—We had a faculty member that retired. This will be filling of a vacant position

Mike F—But you are asking for a new position?

Ben—So you are reallocating Dr. Grey's position?

Mike F—What happened to classes she was teaching?

Ben—That program was suspended earlier in the year.

Natalia—We have supporting letters from dean and provost.

Diane—This is shutting the academic common market for undergraduate and grad levels.

Randall—This will be useful to have additional grad offerings.

Mike M—From a student point of view, how does a student know if it's sports management, whether it is recreation or business?

Natalia—Sudhir asked to have disclaimer related to this to clarify that it is in recreation.

SELF-NOMINATIONS FOR POSITIONS IN IPR

Mike F.—Continues as chair

Mike M.—Next vice chair

Erica—Continues as secretary

Meeting adjourned—5:16 pm

COUNCIL OF UNIVERSITY SYSTEM FACULTY

COUNCIL *of* UNIVERSITY
SYSTEM FACULTY

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