

Ad Hoc University Advisory Council
Minutes
Friday, December 16, 2016
11:00 a.m. – President’s Conference Room

In attendance: Dr. Ron Nowaczyk, Mr. Dave Rose, Dr. Mike Murtagh, Dr. Ben Norris, Dr. Julie Hartman-Linck, Chief Cindy Smith, Dr. John Bowman, Ms. Jody Pifer, Mr. James Kirk, Mr. Nick DeMichele, Mr. Reid Bluebaugh

Absent: Dr. Tom Bowling, Dr. Ahmad Tootoonchi, Mr. John Short, Ms. Kathy Snyder, Ms. Dasis Scott

1. Meeting was called to order by President Nowaczyk. Minutes from October 28, 2016 meeting were approved.
2. Discussion of ongoing items:
 - a. **Budget** – Mr. Rose reported that notification has been given from USM to prepare for a budget cut. Cuts from FY 2017 will roll to FY 2018. The projection is for a \$300 million deficit for the State of Maryland. Dr. Nowaczyk and Mr. Rose will be looking at budget allocations.
 - b. **Enrollment** – Ms. Trisha Gregory gave a report on enrollment for the Spring 2017 and Fall 2017 semesters. We are presently running ahead of last year admits. As of December 16, 2016, for Spring 2017, we have 44 admitted freshmen and 250 admitted transfer students. For Fall 2017, we have admitted 955 freshmen and 44 admitted transfer students.
 - c. **MSCHE** – Ms. Sara Beth Bittinger reported that assessment work at Frostburg State University is on target. Data analysis for four of our six learning objectives have been completed. Collective engagement has been well received as we continue to assess and improve our General Education program. A draft report will be ready by mid-January 2017.

- d. **Strategic Planning** – Participation regarding the future of Frostburg State University is moving along well. Many individuals have shared their thoughts and opinions. You can follow the collection of ideas online through the password protected intranet site. Dr. Bowman reported that he attended a Focus Group in Hagerstown with Alumni and it was well received. Dr. Norris participated in a Focus Group with new faculty and it was also very well received. James Kirk and Nick DeMichele reported that they also attended a Focus Group with students.
- e. **Staff Senate By-Laws** – A final draft of the Staff Senate By-Laws was distributed and a few suggestions and edits were made. A ballot will be sent on January 3, 2017 for vote to approve or reject the draft. The voting will stay open until January 11. Mr. Bluebaugh reported that the Staff Senate Working Group will meet in January 2017 and the By-Laws will be released.
- f. **Assessment Cycle** – A handout on the Assessment Cycle was distributed which shows the summer, fall and spring Activities. The University Advisory Council will focus on the planning and PACIE will focus on the measuring.
- g. **Update on Provost Search** – Dr. Murtagh gave an update on the Provost Search. Three candidates were chosen from a pool of applicants and invited to campus for interviews. Interviews were held. An offer will be made by mid-January.

3. Discuss of New Items:

- a. **International Student Transportation Fee** – A report was prepared by Victoria Gearhart and Larissa Allen on the cost associated with transportation expenses for the International Students. CIE proposed charging all International students a transportation fee each semester to help cover the expenses. These fees would cover the bus costs for airport pickups, airport drop off and cultural trips. The transportation fee was approved by the Council. Students will be notified of the charge.

- b. **Research Articles** – Dr. Ben Norris distributed articles on “Teaching a Lay Theory Before College Narrows Achievement Gaps at Scale” and “The Power of Realistic Expectations: Research Shows a Way to Close a Key Achievement Gap”. Dr. Norris gave an overview of the lay theory and also shared this information with Dr. Thomas Bowling. Dr. Murtagh gave an overview on retention and mental health of students. Dr. Nowaczyk suggested that Dr. Terri Massie-Burrell have an involvement with intervention.

- c. **Parking After Business Hours** – The SGA Board met with Dr. Nowaczyk and Mr. Rose on December 12, 2016 regarding student parking concerns. Mr. DeMichele gave a summary of students concerns. A total of 200 spaces have been lost due to the construction of the Public Safety Building. Policy on night time parking was discussed and will be looked into. Safety is a big concern. Chief Smith welcomes recommendations.

- d. **Sustainability Initiative** – Dr. Nowaczyk reported that he met with the PACS (President’s Advisory Council on Sustainability) on December 6, 2016. A discussion was held on the Sustainability Fee and where that money is being spent. A compactor will be purchased for recycling. A suggestion was made that talks should be held with facilities personnel for their input on needed projects. Dr. Norris would like to see more students on the Sustainability Committee.

- e. **USM Financial Dashboard Indicators** – Mr. Rose distributed a handout on the USM Financial Dashboard Indicators for the year ended as of June 30, 2016. The chart indicates that Frostburg State University is doing well. The only red indicator is the “Primary Reserve Ratio” but progress is being made on this indicator.

- f. **Future of Testing Center on Campus** – Mr. Jeff Graham distributed information on the usage and the financial status of the Center. The Testing Center is considered an Auxiliary Service and it is losing money. The Center is required to be open 5 days a week and presently has two part-time and one contractual employee. The volume of the testers is: 25% FSU students and 75% from outside sources. An Auxiliary Service is not allowed to run a deficit. Ninety days must be given for the shut-

down of the Center. Talk on the possibility of transportation for students to other testing sites was discussed.

g. **Future of University Advisory Council** – Four options were discussed:

- Dissolve the UAC and come up with something different
- Revise the UAC membership to make it smaller, larger, same
- Keep the UAC composition the same but change the selection process
- Drop the ad hoc and go with our current process

The decision was made to drop the Ad Hoc and go with the current process.