

## Minutes from the 29 October 2013 meeting of the UMCES Faculty Senate

Present: Raleigh Hood (Chair); Katia Engelhardt (AL); Matt Fitzpatrick (AL); Lee Cooper (CBL); Dave Secor (CBL); Ed Houde (CA, CBL); Cindy Palinkas (HPL); Larry Sanford (HPL); Rose Jagus (IMET); Jeannette Davis (IMET, GSO student representative, via phone); Ernest Williams (IMET, FRA representative); Don Boesch (CA)

Meeting called to order at 9:00am

### 1. Approve minutes from 29 August 2013 meeting

Minutes were approved. During the discussion, an update was provided on the MEES Task Force report. The report, created with much faculty input, is currently in the revision stage. Larry Sanford asked if the report was informational or open to continued revision. Don Boesch indicated that there is time for continued discussion. **Action:** Ed Houde will work with Tom Miller to provide guidance to the Senate about its role in communicating the report to the UMCES faculty.

### 2. Student and FRA representation to the Senate

Student and FRA representatives have been chosen – Jeannette Davis (students), Ernest Williams (FRAs), both at IMET. Raleigh Hood has met with them to discuss their roles and reiterated that these are non-voting, 1-year appointments with no term limits. Ernest asked if a list of other FRA and student representatives at each campus could be made available. **Action:** Don Boesch indicated that CA will compile this information for the website.

### 3. Report on ARR progress

Ed Houde provided an update on the ongoing accreditation process. The ARR has been submitted and is available through the MyUMCES website. Tito Guerrero visited in September to provide guidance, followed by the Assessment Team visit in October. The Assessment Team visited HPL, IMET, and CBL; they met with members of the UMCES Board of Visitors, USM Board of Regents and Chancellor and Vice-Chancellor, as well as UMCES faculty and students. The oral report provided at the end of the visit was complementary; the written report indicated that UMCES is in compliance with 12 of the 14 standards. One of the standards does not apply to UMCES; the other deals with learning outcomes specifically for UMCES (i.e., not just MEES) students. The Assessment Team imposed no requirements, had 8 recommendations and 8 suggestions for improvement. The Institutional Response has been submitted. In November, we should hear whether we have been approved for candidacy or remain in the applicant phase. UMCES can grant degrees in the candidate phase. After that, we will enter the self-study phase that is a 2-year process that will involve nearly everyone. Don noted that this process is occurring at a very accelerated pace and gave a hearty thanks to everyone involved, especially Ed Houde. All concurred and congratulated Ed on an excellent job. Ed noted that we will need to

develop ideas to move the certificate program forward. Rose Jagus asked a question on how the recent court ruling on Maryland's college desegregation could potentially impact the certificate program. Don indicated that the key issue is duplication of programs; UMCES is authorized to offer joint programs with any public institution within the system. MEES is a good example of a joint program with inclusion of UMES. Don sees this as an opportunity rather than a risk and noted that the court ruling is likely to go to arbitration in the near future.

Ed also provided an update on other UMCES education activities. The Graduate Faculty Council (GFC) is reviewing the graduate faculty appointment and reappointment policies; a draft will be sent to the faculty for input soon. The new policy has 2 levels – Associate and Full Members. Associate Members would not have voting privileges and could be post-docs (with approval from the appropriate Laboratory Director). Any changes would require a vote from the full Graduate Faculty. It would be a majority vote that could be conducted over e-mail. Ed also noted that internal management of the graduate program is being addressed. The next meeting of the GFC is 17 December. Stats for the fall semester – UMCES faculty are teaching 16 courses for a total of 39 credits, attended by 149 students. Ed also discussed the enhancement funding for graduate fellowships in FY 2015-2017. He proposes that the GFC review applications and develop guidelines for these fellowships, so that they complement laboratory committees.

#### 4. UMCES administrative structure (provided via e-mail prior to the meeting)

Don noted that UMCES administrative structure is akin to an ecosystem. He underscored the need for a direct connection between the Senate and the President, as well as the need to understand the role of the GFC – the GFC rather than the Senate deals with issues pertaining to education. The Chair of the Senate is an ex officio member of the GFC. There needs to be a solid line from the student council to the President, as well as more linkages between the VP for Education and the lab directors and the GFC. Dave Secor suggested putting the GFC and student in the center of the diagram to highlight the role of shared governance. Katia Engelhardt noted that the diagram was motivated by students seeking to better understand the connection between UMCES and MEES, which is still a “black box.” **Action:** Ed will revise the diagram and, together with Raleigh, communicate it to the broader faculty.

#### 5. Administrative Council update

Major items on the agenda relate to #6 below, presented by Erica Kropp.

#### 6. Erica Kropp agenda items (provided via e-mail prior to the meeting)

Erica presented several policies for comment; she will also be sending a policy clarifying PI eligibility via e-mail after the meeting. The first was a conflict of interest policy relating to changes with PHS funding. The new policy requires reporting of travel if a PI receives >\$5000 in travel by outside sources. Discussion followed about reporting requirements, with the recommendation that PIs keep track of their travel funding and report appropriately. The second

policy relates to FRA appointments – these appointments are currently for 1 year. The new policy allows multiple years. The other significant change was coding a 30-day requirement for notification of termination due to expiration of funds. The recommendation was to circulate this policy among FRA and faculty communities for comment prior to the next Administrative Council meeting in December. **Action:** Raleigh will circulate to the faculty; Ernest will circulate to FRAs.

#### 7. Regents Awards nominations

Nominations are going forward. Don Boesch thanked the Senate for its role on this matter.

#### 8. CUSF highlights

There was discussion about the possibility that some of the state funding to USM institutions may become tied to performance metrics. This is still a work in progress, with metrics still to be determined.

#### 9. Other

Don noted that CBL is hosting the next Board of Regents meeting, focusing on emerging issues such as climate change and sustainability. John Gill is expected to also be in attendance. Don will also speak about graduate education and include graduate students. He will also have a private meeting with the Chancellor to discuss issues such as fiscal stability, joint graduate program, and environmental sustainability practices.

Meeting adjourned at 10:47am.