

## **Faculty Senate Meeting Minutes**

**December 12, 2017**

Senators in attendance included: Thomas Robinson, Timothy Phin, Phyllis Robinson, Neha Raikar, Joel Liebman, Doug Hamby, Diane Flint, Tanya Olson, Erle Ellis, Dan Ritschel, Amy Everhart, Joanna Gadsby, Bev Bickel, Jacob Kogan, Hal Schreier, Liang Zhu, Elaine Rusinko, Brian Kaufman, Mike Nance, Lynn Sparling, Jeff Davis, Diane Alonso, Lauren Edwards, Adrienne Ekas-Mueting, Andrea Kalfoglou and Vin Grabill. President Kimberly Moffitt and Vice President Gunes Koru were also in attendance.

### **I. Call to Order**

President Moffitt called the meeting to order.

After welcoming the senators, President Moffitt announced that President Hrabowski would be delayed in joining the meeting.

Vice President Koru served as timekeeper for the meeting. In this role he is charged with announcing when time limits have been reached and respond to queries regarding process and procedures.

The meeting agenda had been distributed electronically and in hard copy.

The Senate approved the agenda.

### **II. Report of the Provost**

Provost Rous updated the Senate on the new guidelines for departmental implementation of two additional qualitative measures for the evaluation of teaching in promotion and tenure review. These guidelines were developed by the Qualitative Teaching Measures Implementation Group to provide a general overview for departments and colleges to guide their thinking in choosing measures appropriate for their faculty under review. The guidelines feature three commonly recognized approaches to qualitative evaluation:

- Candidate's Enhanced Teaching Analysis
- Departmental Peer Review of Course Materials (w/protocols & criteria for evaluation)
- Peer Observation (w/protocols & criteria for evaluation)

These approaches are suggestive and the actual qualitative measures used by departments must be incorporated into their existing departmental promotion and tenure policies. The revised departmental policies must be reviewed and approved by the Dean by the end of the Spring 2018 semester.

First use of the two qualitative measures in P&T review will be AY19-20.

The Provost noted that the adoption of these new measures raises the question of how to best evaluate upcoming cases where dossiers will require the integration of new and existing methods for the evaluation of teaching. The Provost will consult with the Deans on how to handle these cases during the guidelines adoption period.

The Provost concluded with a note of appreciation to Kimberly Moffitt and the Senators for their dedication and service to the UMBC community and wished all of the Senators a restful and safe holiday.

### **III. Approval of the Faculty Senate minutes from November 14, 2017**

The Faculty Senate minutes for November 14, 2017 were approved as submitted.

### **IV. Report of the Faculty Senate President**

President Moffitt introduced Karl Steiner, Chair of this year's Maryland Charity Campaign, who provided an update about the campaign's success. Dr. Steiner reported that, to date, over 750 community members have contributed which is slightly less than our projected goal. Of the 170 academic and administrative departments on campus, 20 have achieved 100% participation. Dr. Steiner reminded Senators that donations can be submitted electronically or by paper forms.

President Moffitt informed the Senators that the nomination deadline for the Marilyn Demorest Award and the Presidential Professors Awards has been extended to Friday, December 15<sup>th</sup>. Please contact Pat McDermott, Vice Provost for Faculty Affairs, for additional information.

She also reported that a tuition increase of between 2% - 5% for FY19 has been proposed for all USM institutions. This increase would support the growth and goals of our campus. The proposal has not, as yet, been acted upon by the state legislature.

President Moffitt reminded the Senators that Julianne Simpson, Director of Planning for Facilities Management, will join today's meeting to provide updates to our Facilities Master Plan and will discuss possibilities for future growth. We are one of the major stakeholder groups the office is tasked with consulting and this is an important opportunity to share thoughts about those plans. In addition, Kim Leisey, Associate Vice President for Student Affairs, will be joining today's meeting to discuss resources for handling disruptive students, challenging students and our students in need. She also will detail the counseling support and related services provided by the Behavioral Risk Assessment and Consultation Team (BRAC).

### **V. Committee Reports**

#### **A. Executive Committee**

President Moffitt provided the report for the Executive Committee.

The schedule for the May 2018 undergraduate commencement in the new Event Center has been finalized. The morning ceremony will be held from 9:00 a.m. -12:00 p.m. and will include CAHSS, plus Social Work and the Erickson School. The afternoon ceremony will be held from 3:00 p.m. - 6:00 p.m. and will include COEIT, CNMS and INDS. The names of proposed commencement speakers have been sent to the Board of Regents for approval, but have not yet been finalized.

The Executive Committee recently met with Dr. Margie Burns, Chair of the UMBC Adjunct Faculty Advisory Committee (AFAC), who expressed interest in finding additional ways for adjunct faculty to engage in shared governance. President Moffitt reported that AFAC will continue this discussion with the campus administration. Per the Board of Regents policy, AFAC meets with the senior administration each semester to discuss adjunct issues and concerns.

President Moffitt also asked AFAC to update the Executive Committee on their goals and accomplishments at a future meeting.

The Executive Committee also heard a report from the Graduate Student Association (GSA). The organization has decided to increase the graduate student program fee in an effort to increase its budget and funding possibilities for graduate students. Additionally, the current grants program is still using the lottery system instituted this semester, however, there was a clear plan to move toward a system of a review panel with the assistance of the Graduate School. The GSA representatives also expressed concern about the Tax Cuts and Jobs Act that could adversely affect the taxation of graduate student stipends. The Executive Committee members were asked to share this concern with the Faculty Senate so individual faculty members could contact their congressional representatives or seek additional ways to discourage support of the bill.

### **B. Academic Planning and Budget**

Dr. Charles Nicholas provided an update from the Academic Planning and Budget Committee.

The Committee met on December 7th and approved the Post-Baccalaureate Certificate in Management of Aging Services and the Post-Baccalaureate Certificate in Social Dimensions of Health. In addition, Associate Provost Robert Carpenter provided a report detailing a number of programs in the area of analytics and institutional assessment.

The Faculty Senate accepted the report from the Academic Planning and Budget Committee.

### **C. Graduate Council**

Dr. Nancy Miller provided a report from the Graduate Council.

A written report was distributed that included the approved courses from the committee.

The Graduate Council discussed the Academic Program Review for Emergency Health Services and deferred final action until the February 2018 meeting after the Graduate Council meets with the EHS Department Chair.

The Faculty Senate accepted the report from the Graduate Council.

### **D. Undergraduate Council**

Dr. Susan McDonough provided a report from the Undergraduate Council.

A written report was distributed with the meeting materials noting all of the approved courses from the UGC.

In addition, the Undergraduate Council reviewed and approved the Department of Africana Studies Third Year Post-APR Review.

Dr. McDonough reported that the UGC is concerned that the undergraduate catalog does not accurately reflect the most current course and curricular requirements for departments and

programs. She noted that units submit paperwork to the UGC for changes to existing courses and requirements that are not consonant with the published requirements in the catalog. Dr. McDonough requested that all of the Senators ensure that their respective departments routinely review the status of all of their courses and requirements in the catalog. She reminded Senators that academic departments and programs are responsible for ensuring the accuracy of catalog information.

The Faculty Senate approved this report from the Undergraduate Council.

### **E. Research Council**

Dr. Gunes Koru provided a report from the Research Council.

A written report detailing recent activities of the Research Council was distributed.

The Research Council has met with representatives from a wide range of campus research centers in order to more fully understand their missions and activities. These include the Center for Women in Technology (Danyelle Ireland), the Hilltop Institute (Cynthia Woodcock), the Joint Center for Earth Systems Technology (Belay Demos), and the Center for Cybersecurity (Anupam Joshi).

The Council also received updates about Undergraduate Research (April Householder) and the PeopleSoft 9.2 initiative (Ben Lowenthal and Sasha Hudson). In addition, the Research Council has continued to contribute to the implementation of the UMBC Strategic Plan

The Faculty Senate approved the report from the Research Council.

## **VI. Other Reports**

### **A. BRACT (Kim Leisey)**

Dr. Kim Leisey, Associate Vice President of Student Affairs, provided an overview of UMBC's Behavioral Risk Assessment and Consultation Team (BRACT) which helps faculty, staff and students address situations, in and out of the classroom, where a person is displaying disruptive or threatening behavior. BRACT also provides resource information to help individuals, identifies resources for troubled students and personnel, and makes referrals to appropriate campus and off-campus entities. In response to an earlier request from the Senate President, Dr. Leisey brought various members of BRACT and other resource personnel to introduce themselves to the Senators. She also provided a contact list with helpful phone numbers, email addresses and resource materials about BRACT services.

### **B. Student Academic Conduct Committee (Suzanne Braunschweig)**

Dr. Suzanne Braunschweig, Co-chair of the Student Academic Conduct Committee and Senior Lecturer in the Interdisciplinary Science Program.

The UMBC Policy on Academic Conduct is administered by the Undergraduate Academic Conduct Committee. The Committee is comprised of four faculty members elected by the Faculty Senate and four student members appointed by the Student Government Association. There also are two ex-officio members: Chris Tkacik, representing General Counsel and a representative from the Office of Undergraduate Education. In addition to the Committee chair,

current faculty members are from Geography and Environmental Systems, Information Systems, and Biological Sciences. Current student members are from Visual Arts, Biological Sciences, Political Science and Environmental Science.

Once a faculty member files a report alleging student misconduct, an automatic email is generated and is followed up with an email by her or by a co-chair giving instructions to the student about how to proceed. The student is provided a copy of instructor's report and a template for how to write a letter requesting a hearing.

Dr. Braunschweig provided a list of the most common types of student misconduct. She noted that the two most frequently reported incidents involve plagiarism followed by cheating. The most common penalty assigned for these types of misconduct is an adjustment to the student's grade followed by providing students with information about assistance from the Counseling Center, the Writing Center, the Learning Resources Center, and other related resources.

Dr. Braunschweig provided a complete annual report on rates of student academic misconduct at UMBC. She noted that the Department of Computer Science ranks highest in reports of misconduct but is working to deal with issues of academic integrity during the early stages.

## **VII. Report of the President**

President Hrabowski began his report by underscoring the important ways in which undergraduate and graduate enrollments ensure the fiscal stability of our campus. He noted that our current enrollment is stable but that we, like many other campuses, are faced with the challenge of maintaining our enrollment levels. He explained that the administration and finance have developed a fiscally responsible budget that can cover unanticipated enrollment shortfalls. However, President Hrabowski stressed that, although we increased freshmen enrollment by 200 students, our graduate student numbers have declined this year. Dr. Hrabowski asked the Senators to continue to do what they can to build graduate enrollments. He also noted that our programs at the Shady Grove campus have been important drivers of enrollment for UMBC.

President Hrabowski then provided an update to the USM Coalition Case. The judge in the USM Coalition Case was adamant that existing programs within an institution cannot be transferred without the consent of that institution. The Maryland Attorney General's Office has decided to appeal the other part of the decision that requires the State to give the Coalition campuses additional funding for the next ten years in order to give them the opportunity to try to build their own programs.

President Hrabowski also mentioned that he just returned from a Board of Trustees meeting at the Alfred P. Sloan Foundation. He has been working very hard to secure a Sloan grant of \$1.3 million to help diversify the professoriate in Economics. He noted that less than 1% of the faculty in research universities are African American. This grant would prove to be a very notable accomplishment for our institution.

## **VIII. Facilities Master Plan (Julianne Simpson)**

Julianne Simpson, Director of Planning for Facilities Management, presented an overview of current and future major projects around campus. She reminded the Senators that the 2017 Facilities Master Plan established a framework for the growth and development of capital

improvements on campus and is designed to guide planning decisions for the next ten years. The Facilities Management Steering Committee, which includes the President and the Provost, assists the university in making decisions about the use of existing campus facilities and the need for new facilities. Ms. Simpson emphasized that stakeholder groups and community outreach form the foundation of the Master Plan and the determination of future projects.

In response to a question about on campus faculty housing, Ms. Simpson stated that there has been discussion of possible faculty and/or graduate student housing in the future. Another question concerned the creation of safer running routes for students. Ms. Simpson responded that they are working on a plan to redirect running routes for the safety of students. She also noted that representatives from facilities management have met with the County government to discuss the need for safer bicycle routes. In addition, the creation of a wheel-chair accessible bridge is under consideration. She also agreed to report back to the Senate on the need for additional accessibility signage on campus.

## **IX. Unfinished Business**

### **A. Philosophy Third Year Post-APR Review**

Approval of the Department of Philosophy Third Year Post-APR Review was motioned by Senator Alonso and seconded by Senator Grabill. The Faculty Senate accepted this review.

### **B. Post Baccalaureate Certificate in Principles of Management of Aging Services**

Approval of the Post Baccalaureate Certificate in Principles of Management of Aging Services was motioned by Senator Alonso and seconded by Senator Phin. The Faculty Senate accepted the Certificate.

## **X. New Business**

### **A. Gerontology Academic Program Review**

This is an information item and will be voted on at the February meeting.

Dr. John Schumacher, Director of the Gerontology Doctoral Program, noted that this was its fifteenth anniversary and the program just celebrated its 38th graduating class.

### **B. Steering Committee for the National Center for College Women Student Leaders**

Senator Edwards requested that Senators spread the word to their departments that scholarships are available for students to attend this organization's annual conference that will be hosted at UMCP (May 30 through June 2, 2018).

The meeting was adjourned at 4:36 p.m.

Respectfully submitted by Rose Drohan