**Faculty Senate Minutes for May 23, 2022**

In attendance: Andrew Elmore (chair), Annie Carew, Mark Cochrane, Victoria Coles, Bob Hilderbrand, Dave Nemazie, Judy O’Neil, Place, Larry Sanford, Mario Tamburri

Welcome by Elmore

**Updates**: *Elmore* – The Cybercollaboratory report will be issued this summer. It will serve as a basis for planning and proposals.

UMCES hosted the May CUSF meeting, during which Dr. Goodwin provided an update. In the coming year, a CUSF priority will be student mental health across the USM. Another focus might be on concerns and limitations on inter-institutional collaboration.

*Cochrane* – The VP for Development has been hired.

*Coles* – The HPL Director search has interviewed a semi-short list of ~8 applicants. References have been requested from a subset. Mike Roman has agreed to remain the director until the new director has been hired.

*O’Neil* – The DEIC is still working on the Ombuds program. The plan is construct a model similar to VIMS, but one that will also involve staff. Larry Sanford is moving the effort forward with a September implementation date. A consultant will be hired to develop criteria that will build a functional program with decision trees to guide self-nominated ombuds to help with any issues brought to their attention. The Ombuds will not solve the issues, but will connect people to the correct sources for resolution.

*Carew* – FRAs have been inquiring about follow up from the Cardia group report. There is confusion and frustration about the various tracks and promotion opportunities for FRAs, and clarity is desired.

Action Item: Faculty Senate and administration communicate better to FRAs about options and opportunities.

*Nemazie* – Graduate students will receive raises on 7/1/22 and 7/1/23. There is still confusion over student fees regarding which students are required to pay and what services are provided. There is talk of commingling tuition and fees so all can be paid by grants, but nothing is firm.

UMCES has 4-5 federal priority submissions that could be funded if a budget is passed, but there will be no funding if there is a continuing resolution.

Three administrative retreats are completed or planned to work on research administration, students, and budgets. Units will take on more pre-award responsibilities to reduce the burden on CA. CA will hire a contract specialist to help with the numerous different types of contracts that exist with our ever expanding portfolio of research awards. Each new type of contract can require substantial effort regardless of the size of the award.

**Research Administration**: The Faculty Senate would like the Administrative Council to make and implement some decisions. There is desire for more than just updates.

Action Item: Request another formal progress update from Lynn Rehn.

There was also discussion and desire for assistance from a Facilities Director to help out with broader perspectives on facilities.

***Faculty Reviews***: Despite the desire for standardization of reviews, the 2021 review process was still different among units with some implementing the spreadsheet metrics and others not using it. In addition, the DEI committee is concerned that their efforts are not adequately appreciated or weighted in the review process. There is also confusion for the junior faculty on expectations and reporting, which need to be clearly articulated. We discussed the possibility of using the Workday Talent system for entering recording information for annual reviews, but concluded it is premature.

Action Item: Request the Unit Leaders to talk and standardize submission and evaluation criteria across all labs to include similar terms and propose changes well before the review requests are distributed.

Action Item: Organize a meeting between junior faculty and Faculty Senate to discuss concerns and questions about faculty reviews.

**Faculty Senate FY2023 Agenda**:

1. Finalize the annual review process
2. Achieve decisions and implementation on the Administrative Review

Possible agenda items:

1. Formalize procedures and maybe actual policy for hiring Unit Directors
2. Develop Policies and Procedures for Graduate Education Structures such as UMCES program committee and other committees.

Senators Cole (HPL) and Cochrane (AL) are at the end of their terms and elections need to be held to replace them.

**Faculty Senate Meeting Agenda**

**Monday May 23, 2022 10:00AM AREL conference room**

Virtual connection if needed:

<https://umd.zoom.us/j/3542848147?pwd=UjlxWEhBR2NaVFZQTEw2Ym9OSG5mQT09>

Meeting ID: 354 284 8147

Passcode: 487357

**Short reports:**

Elmore - collaboratory steering committee & CUSF

Cochrane - VP for Development search committee

Coles - HPL Director search committee

O’Neil - DEIC

Carew - FRA report

Windle - GSC report

Nemazie - CA report

**Old business:**

1. Faculty reviews: This has to be completed ASAP. I know everyone is exhausted by it, so let’s identify the quickest resolution possible. Last time we met we said we would hold an UMCES-wide meeting to discuss, but haven’t moved on that yet.
2. Status of solutions/adjustments to address administrative challenges

**Faculty senate membership**

1. Looks like Mark and Victoria’s terms expire this summer.

**Agenda setting for the coming year:**

    The convocation will include a short statement (on Tuesday morning) of what the Faculty Senate wants to work on this year. Need to flesh this out in this Monday morning meeting so I have something to say on Tuesday morning.

Items mentioned thus far:

1. Procedures for rotating members on the UMCES and MEES program committee, learning outcomes committee, and UMCES graduate faculty council. Also, the applicant review teams within the MEES program committee. Can/should the faculty senate help build consistency in these areas?
2. Launching a senate effort to propose policies or procedures on the hiring of new unit directors.
3. Workday Talent Information
4. If there is not an interest in having members of UMCES Faculty use Workday Talent, would we want a validation to prevent users from entering talent information in Workday as opposed to the homegrown systems UMCES Faculty uses?
5. If using Workday Talent, what types of reports would be helpful for UMCES Faculty to have?
6. If using Workday Talent, what additional stakeholders would benefit from being shown this functionality, and would setting aside some time to do so be helpful?