

April 24, 2017

To: Dave Secor, Chair

From: Lora Harris, Secretary

Re: April 20, 2017 Faculty Senate Meeting

Attendees: Dave Secor, Jerry Frank, Lora Harris, Matt Fitzpatrick, Cat Stylinksi, Larry Sanford, Don Boesch, Dave Nemazie, Elizabeth North, Sook Chung

- Secor (chair) convenes meeting and goes over minutes from last meeting, focus on action items. Faculty senate has its own web page where information related to policies and minutes will be posted: <http://www.umces.edu/faculty-senate>

UPDATES:

- Commencement plans are going well. Confirmed 7 graduate participants.
- Senate Chairs Shared Governance survey: organized by CUSF and submitted by faculty senate chairs. Compiled survey is then submitted to Chancellor. Some differences in how surveys are addressed by individual faculty senates. Last year, the full senate submitted the survey. This year, the Senate Chair received feedback from the executive committee of the senate. Confidential section mentions challenges with MEES program. 11 of 12 faculty senates participated in the survey (College Park did not participate).
- Regents award: Mario Tamburri! Despite some hiccups in submission, we were successful in this nomination and will be mindful about administrative issues in future years.
- Presidential Search is on schedule.
- Welcome to Jerry Frank as FRA representative.
- Central Administration (Boesch/Nemazie):
  - a. Director's Reviews were well received and summary report has been completed. Don will be sending summary report on Director Evaluations for M. Roman and T. Miller to Faculty Senate soon. Balcom's review is also completed, but in the policy this does not go through the senate. Nevertheless, it will be shared with the Faculty Senate in the near future.
  - b. General Assembly session – operating and capital budgets. Recommendation resurrected to consolidate UMCES into one of the other institutions as a cost saving measure. Meetings with members to talk through this, and there was no enthusiasm in Annapolis for this. Other item in the operating budget: Concerned that Governor is not fully funding commitment to schools. Casualty was reduction in funding for USM by \$30 million. This was not done to operating budget – so comes from fund balance. This means no long term cut, but impact on fund balance and not great for UMCES. This will cost us \$500,000. Our fund balance is \$18 million (\$7 million committed of that, leaving \$11 million). There will be some one time costs in transition – have to live with this cut.
  - c. Also working on federal budget issues that may impact CBP, Sea Grant, NSF, NIH, other NOAA, etc. Working with Maryland Reps – Andy Harris, others. Cardin as leader is listening to these concerns. Chancellor also meeting with delegation. Nemazie, Rehm, Boesch all working on this.

- d. Exec Council: event for Don on June 1<sup>st</sup> @ IMET. Keynote speaker is Marcia McNutt. Raised \$300,000 for this so far.
- VP Education Update
  - a. GFC has not met very recently. Will meet morning of convocation.
  - b. Working to create UMCES course and program committee (in addition to MEES). General consensus is that there should be a student on this. Carys Mitchelmore will chair UMCES program committee.
  - c. Learning Outcomes Assessment Committee. Need to address this because of accreditation report. Turns out 80% of institutions have had this issue highlighted. Sanford attended system wide workshop on this. Good case studies provided that this does improve instruction and curriculum. There actually is a set of generic learning outcomes on MEES website. Need to recruit members to this committee.
  - d. Also working on providing materials on education for faculty handbook.
  - e. One presidential fellowship has been awarded to a student who will work with Sairah Malkin
- Convocation:
  - a. Registration and info up on the website
  - b. Communication workshop – takes up most of the first day on this topic
  - c. Brian Palermo will provide content on this. – 2 hour program
  - d. Followed by facilitated breakout groups on this topic. Hoping to move beyond monologue to dialogue.
  - e. Savage River Lodge dinner.
  - f. Tuesday – Report outs from UMCES groups, hour for Don, then Commencement.
  - g. Links to navigate to Convocation website are sometimes dead. Will contact Amy on this.
  - h. Big thank you to Executive Council for supporting Palermo and to Elizabeth and Cat for thinking creatively about convocation agenda.
- Faculty Development Committee
  - a. Harris Report: Junior faculty members have been identified by lab directors at each UMCES site. Broad support for a faculty retreat, but would prefer this takes place outside of convocation – likely in the fall.
  - b. Jr. Faculty reps have identified a number of ranked items of interest they would like to experience professional development to support their work. The ranked list includes student and personnel mentorship and management, IVN teaching and pedagogy, time management, grant writing, work/life balance, and networking.
  - c. What about faculty handbook? There is support for this. Templates may exist to take CBL and HPL versions up to new level. May be required by middle states. **Action Item: Form new working group within Senate to develop faculty handbook.**
  - d. May also want to add faculty mentorship portal with links to good resources.
- Faculty Performance Working Group
  - a. Met a week ago. Have recommendations:
    - i. Schedule time at executive council to present findings and solicit feedback
    - ii. Deferment on teaching load expectations – this is hard to consider in a bottom up manner by the senate, it should come from directors and VP of education office.

- iii. Need to consider center wide policies on research faculty compensation. This is important because of increased research faculty in our ranks and considering parity is important.
- iv. Annual or biennial meeting between directors and faculty senate. There are efficiencies in having this direct conversation between senate and directors – also helps with grounding senate.
- v. Faculty Guidance Document regarding practices in classifying activities in performance categories: Discovery, Application, Integration, and teaching. Comments welcome. This does include a suggested word change to UMCES policy regarding placement of professional development in the categories. There was general discussion that this is a thought provoking document that we were all actively studying in the meeting. Dealing with where citizenship fits, etc is very useful.

**Action ITEM: Provide comments to Dave on Faculty Guidance Document in the next week.**

- vi. This is the endpoint for this committee (once report is submitted to Boesch).