**2.10.2020. Senate meeting**

Attendees: Mike Wilberg, Sook Chung, Victoria Coles, Christine Knauss (GSC rep), Larry Sanford, Jeff Cornwell, Jerry Frank (FRA rep), Christina Goethel (GSC rep), Mario Tamburri, Mark Castro, Mark Cochrane, and Dave Nemazie

2:00 - Welcome (Wilberg)

2:05 - Approval of minutes (Wilberg)

Approved 9-2019 Meeting minutes (saved in UMCES Google drive)

2:10 - update from CA (Nemazi)

Report on Legislative session: UMCES operating budget looks good;

UMCES legislative event went well with good participation by legislators and member of the executive branch.

**Mental healthcare committee:** Dave Nemazie thanked the faculty senate for their efforts on this initiative

**Mental healthcare initiative:**

Mental health report: Executive council (EC) reviewed: onsite coverage, when need:

EC: working on implementing some of the recommendations

Working items: putting out notices out for mental health and about getting help and service related to mental health;

Plan to invite in mental health director to talk about some useful information.

Regular visits by a mental health professional to each lab: at the moment difficult to work this one out.

**Larry** reported:

Development of UMCES-wide Ombuds position(s) – required by USM

Ombuds: informal or unofficial: confidential process and follows International Ombuds association practice:

People in these positions would receive training.

At each lab: one student and one faculty:

Need a Central coordinator. Perhaps would be a faculty member with some additional portion of their salary covered.

The Executive Council is going to continue to work on this initiative

             
**2:25- education update (Sanford)**

* EC approved establishing a diversity, equity and inclusion collaborative.

It is not a formal committee: meeting with sharing common interest

Larry will coordinate a regular meeting base: the 1st meeting is about what is going on at UMCES level of DEIC and an annual meeting/report at various UMCES councils.

Peter will announce DEIC to UMCES soon.

* Denise Yost (a contractual position): started to work in January as Director of Graduate Certificate Programs and Extended Studies and currently is trying to work out the first certificate program.
* Transition of MEES new administration: work in progress:

Two new people appointed:

Hang Ngugen who worked in the Registrar’s office from UMCP was on board as MEES-program coordinator.

Tammy Hendershot as manager of Academic programs for both MEES and AOS.

* Admission process: a huge amount of work putting in- review takes too much time.

GRE: optional, not required for the admission:

If anyone has a suggestion on admission process, send it to Larry on admission procedure.

* Development of UMCES ombuds position(s): Larry reported. See above

              
2:43 - Discussion of plans and theme for 2020 Convocation (Wilberg)

* **Topics for this year convocation: ‘Innovation and Entrepreneurship”** VC suggested this topic should cover about IP issues.

JC: would share planning documents from a previous Convocation

MW, JC: will work to develop a convocation program based ono ‘innovation and entrepreneurship)

Molly & Monica: will help us to reserve rooms for the meetings.

Need to identify an External speaker (Russell or Nina can help?)

* DN: as a separate Agenda on a strategic initiative: developing at the UMCES-level research topics will be discussed,   
    
  3:45 - Other updates (Wilberg)
* **Elections of new senators**

MW: Election of new senate member should be done before the convocation: new member can be announced at UMCES convocation.

* Mark Castro, Jeff Cornwell, Mario Tamburri, and Jerry Frank will be rotating off the committee this year.

Jerry: Q about process:

Two stages: 1) general nomination: 2) if there is none, encourage individuals to nominate themselves

**UMCES administrative review**

**Dave Secor and Curtis Henry are co-chairs of a committee to make recommendations on improving UMCES contracts and grants procedures**

* **Updating procedure for annual reviews:**

Next month, March. Committee: and task: annual evaluation for faculty and FRA.

MW: MW has the notes from the meetings with each lab faculty.

Annual review should cover mentoring process (how to?)

Goal: deliver a recommendation for the next annual reviews (2021) and MW needs a couple of volunteers.

* **Plan for UMCES State of Shared Governance review**

Annual review is a required process of USM.

Faculty senate chair leads the review process: and circulate to senate members and finalize and submit to Chancellor.

* **Awards subcommittee: needs 2-3 volunteers.**

For FRA recognition at UMCES convocation- the supervisor should nominate a person.

What the award might be? : A larger award of $2000, or $2500 could be used for professional development. Smaller award: could be for personal use.

Jerry: appreciated the recognition of FRAs.

* **Faculty mentoring**

PG: interested in developing a best practice for junior faculty mentoring.

* **Question about process of applying for Emeritus status:**

Apply after retirement. Can or should a change to apply before retirement be considered?

* **LS another topic:**

Student handbook updated by LS+ Amy.

Faculty handbook: we currently do not have one. Should the Faculty senate take the lead.

~comprehensive exam guidelines: should be in the MEES office-

Christina: information listed in MEES, students, and faculty handbooks is not exactly the same.

Faculty handbook can be a source for new faculty- some of these should be addressed in faculty orientation?

3:35 – ended

Ps. Next meeting: one month before convocation. .