

Senate minutes 10 August 2016, 10:00am

Present: David Secor (Chair), Lee Cooper (CBL), Lora Harris (CBL), Elizabeth North (HPL), David Nelson (AL), Katia Engelhardt (AL- alternate), Don Boesch (CA); Dave Nemazie (CA); Larry Sanford (CA)

*1) New Senate Members:* Dave Secor welcome Elizabeth North and Jeff Cornwell to the senate and thanked Cindy Palinkas and Larry Sanford for their service.

*2) Executive/Administrative Council Updates:* President Boesch reported that: (1) state funding is expected to be flat in upcoming fiscal years, (2) Director Miller is moving forward to fill the vacant UMCES “librarian” position, (3) the executive council is assessing if/how UMCES’s emeritus faculty should report on their activities on a periodic basis and President Boesch will seek senate input if/when necessary, (4) Lynn Rehn is investigating whether UMCES can be granted more control of the process of appointing faculty who are members of the UMCES GFC to the UMCP faculty, and (5) he is continuing to pursue avenues to improve the efficiency and effectiveness of interactions between the offices of the MEES Director and UMCES’s VP for Education. Dave Nemazie reported that the Federal Fair Labor Standards Act is set to begin 12/1/16 and that USM/UMCES are determining how to implement these requirements to minimize impact to employees; specific questions should be addressed to Lisa Ross in Human Resources.

*3) Graduate Faculty Council Updates:* Larry Sanford reported that: (1) the first annual orientation for new UMCES students is set to take place in Annapolis on 8/26/16, (2) unfortunately, students will not likely be able to register for the new Foundation classes until a few days before the fall semester starts, and (3) the GFC is meeting in late September to discuss how (a) UMCES can best continue to play a leadership role in the MEES program and (b) to implement student learning outcomes into individual classes, Foundation areas, and the MEES program more broadly.

*4) Senate Officers:* Dave Secor stated that Rose Jagus has stepped off of the senate and that IMET needs to elect a new senator. Senate policy states that the “vice chair and secretary of the senate shall be elected annually by the voting Senate members from among themselves,” and David Nelson agreed to continue as secretary. Rose was the vice chair of the senate, so a new vice chair needs to be elected from among the voting senate members. Senate policy also states the vice chair cannot represent the senate and his/her lab; there was discussion that this policy may need to be changed to avoid the burden of the lab represented by the vice chair needing to elect and be represented by a separate senator. **Action item:** Please send nominations (including self nominations) for vice chair to Dave Secor by September 1.

*5) Laboratory Director Reviews:* Directors Miller and Roman are up for review this academic year, and Dave Secor summarized the policy and logistics of carrying out these reviews. Per UMCES policies and procedures, President Boesch will consult with the senate about the membership of these committees, including a staff representative. President Boesch would like these reviews to occur and wrap by early 2017 at the latest. President Boesch also mentioned that Vice President Balcom will be reviewed this academic year. **Action item:** Dave Secor asked the senators at CBL and HPL to provide recommendations for who might be the “one or two additional faculty members” from those labs to serve on the review committees by 8/22/16.

*6) Faculty Regents Award Nomination:* Dave Secor will solicit nominations for Regents awards from the UMCES faculty via email and asked that senators do the same at upcoming lab meetings. There was discussion of if (particularly since UMCES is a small institution in USM and is typically unlikely to receive more than one award/year) should submit several nominations vs. a smaller number of targeted and well-crafted nominations. President Boesch mentioned that IAN/Bill Dennison could help put the

packages in terms that a lay audience would understand. **Action item:** Nominations for Regents Awards are due to Dave Secor by 9/1/16.

*7) Next Steps for Working Groups:*

Faculty development working group: The recommendations of this committee should be implemented and discussed with the lab directors. Interest was expressed in continuing the activities of this working group, and Lora Harris volunteered to chair this committee because Cindy Palinkas (former chair of committee) is no longer a senator.

Computing workgroup: Dave Secor asked Larry Sanford to provide a short written summary of the existing recommendations that could be sent to the lab directors.

Faculty performance working group: The recommendations of this committee should be discussed with the lab directors. Dave Secor will continue to chair this working group.

**Action item:** Dave Secor will set up meeting with the senate and lab directors during the fall semester to discuss the working group reports.

*8) Other Business:* Elizabeth North ask if UMCES has a maternity leave policy for students, since NSF has funds that can be used to hire a temporary replacement for a student on maternity leave but only if the institution has a maternity leave policy. **Action item:** Dave Nemazie will ask Lynn Rehn to investigate.

Meeting adjourned at 12:04 pm.