**University of Baltimore – University Faculty Senate**

Meeting Minutes: February 4, 2015

 **Attendance**

**Present:** Bridget Blodgett (CAS), Dan Gerlowski (MSB – UFS President), Stephanie Gibson (CAS), Catherine Johnson (Library – UFS vice president), Stan Kemp (CAS), Heather Pfeifer (CPA), Julie Simon (CAS- CUSF), J.C. Weiss (MSB), Joseph Wood (UB Provost), Patria Julnes (CPA- CUSF), George Julnes (CPA), Dennis Pitta (MSB), Kurt Schmoke (UB President), Cassandra Havard (Law), Jose Anderson (Law), Colin Starger (Law), Dick Bucher (Adjunct Faculty), Sam Brown (CPA)

**Absent:** Patria Julnes (CUSF), Cassandra Havard (Law)

**Guests**, included: Harry Shuckel, Barbara Aughenbaugh, Lucy Holms, John Chapin, Fiona Glade, Darlene Smith, Christine Spencer, Miriam King, Catherine Andersen, Ed Gibson, Alicia Campbell

1. Logistical and necessary items
	1. Approval of minutes from January 2015
		1. **Minutes approved unanimously**
	2. Approval of February 4, 2015 agenda
		1. **Agenda approved unanimously**
2. President’s Update
	1. Evolving Budget expectations this year
		1. Cuts were not as bad as expected Overall system cut approx $47 million. UB’s portion is $1.3 million
		2. COLA to become bonus rather than stipend as of July 1
		3. Has been deciding based on counsel on how to make these cuts but does not expect these cuts to make a major difference this year
		4. Harry Schuckel- we won't probably see a draconian round two of cuts in 2016 unless something unusual happens
		5. Cuts may jeopardize the funding for the library renovations, but they usually do not cancel such projects
	2. MSCHE Update, proposed model self-study – (Catherine Andersen and Darlene Smith)
		1. Discussion of handout and powerpoint presentation, a thematic approach to the 14 standards
		2. Assessment is the bedrock of the study both for academics and for institution
		3. All 14 standards have an assessment embedded in it
		4. Goal over the next few weeks is to gather membership for the 4 working groups (10 members each)
		5. Outlines the organizational structure of the steering committee and the work groups, which should include all constituencies of the university
		6. In 2007 progress was not acceptable in assessment, so a monitoring report was requested, accepted in 2008, in 2012 the report was accepted but a progress report was requested
		7. Next steps include a rep coming in March and there will be a detailed plan submitted outlining all research questions
		8. It was brought up that middle states does not care that much about community engagement
		9. The criteria for meeting the standards established in the review are not specifically known, a preliminary view will come into focus when working groups are established
		10. Point was made that in this committee it is at a time when academic responsibilities are well established and it may be difficult to get participation, existing committee structures might be more profitably used
		11. By agenda item the UFS asked for a statement or assessment of our institution’s position relative to each of the 14 standards at the current time. One response from Smith and Anderson indicated that the established workgroups would make that assessment. President Schmoke indicated that such an assessment would be unfair to some divisions at the institution because not all divisions were not aware of the standards and the need to measure.
		12. In a general sense, the UFS supported the plan and the effort.

3. Provost’s Update - deferred

4. ASC update on plaigiarism tutorial

* 1. Honesty series will have 3 parts, entailing education about academic dishonesty and how to avoit it
	2. Motion to adopt phase one and phase two and forward to Provost Office (Paul Walsh) for design construction and implementation. Provost office will report back in march/april. ASC will continue to work on phase three
		1. **Motion passes unanimously**

5. Investigating online course effectiveness

 a. Access to courses in question is needed for the dean and associate deans and department chairs

 b. Also need to establish a process for complaints for students

 c. Stephanie Gibson, Heather Pfeifer and Julie Simon will draft an action item for March meeting, joined by Paul Walsh

6. Adjunct Faculty Advisory Council

 a. Fall 2014 decided way they would be represented; are continuing mode of ` representations overwhelmingly

 b. Change would have required 50% or greater of all adjuncts

 c. Formal meeting with the university once a semester

 d. Are having elections for officers this spring, open nomination ends in April

 e. Have established extension of university email privileges beyond immediate termination of contract of up to 3 semesters post termination

7. SEPSC Report

 a. Outreach to community colleges have been emphasized again by the president and this has been a positive step. Noted that for Spring 2015 more community

 college visits

 b. Still has questions about how graduate enrollment can be improved

 c. Have a rough draft of the strategic plan that is due in April

 d. It is important to articulate vision of what the goals of the university are and then outline how to get there

8. APC update

a. APC asked to endorse set of learning outcomes for academic component of required undergraduate student orientation. Possible general recommendation of broad statement of objectives with UFS working across campus

1. Motion passes unanimously

b. Action item - Audit Policy

1. Motion passes unanimously

9. The UFS Officers will consider appropriate by-law changes to accommodate review of new programs in accordance with our prior resolution.

 a. The UFS president and vice president will work on this for March/April meeting

10. Late admission students

 a. Policy reflecting concerns about late admit students has been drafted

 b. It has been found that late admit students has a less chance of success md recommendations have been made to prevent registration after the start of classes

 c. Normal drop add period should be for registered students

 d. People who are trained to do transfer credit evaluation should do it

 e. Asking for admissions deadlines of April 1 for fall and Nov. 1 for the spring f. Later admission can happen on a case by case basis

 g. One problem is in the cancellation of courses too early before admissions stops

 h. Often there is no way to place late admits if the course have been cancelled due to low enrollment

 i. Recommended to table issue until March 1st and in the interim have data compiled by institutional analysis

 j. One important question needing to be answered is what constitutes an acceptable risk of failure for student admits

 k. Motion to table issue until March and have the data gathered and another to have SEPC define an acceptable level if risk

 l. Financial impact of Lessing the amount of students admitted was noted by the president, will take a while to change existing culture

 m. Another notable level of risk is what level of risk is acceptable for not having people graduate

 1. **Motion to table issue and to ask SEPC to define specific levels of acceptable student risk approved unanimously**

11. Alternative sources of revenue

 a.What things cold UB sell in the marketplace add to the income of the university

 b. **Motion to approve committee to explore these opportunities is approved unanimously**