**University of Baltimore – University Faculty Senate**

Meeting Minutes: 03 April 2013

Attendance:

**Senators:** Dan Gerlowski (MSB / UFS President); Stephanie Gibson (CUSF); Christine Spencer (CPA / UFS Vice President); John Callahan (CUSF rep); Julie Simon (CAS); Dick Bucher (Adjunct); JC Weiss (MSB); Betsy Yarrison (CAS); Stanley Kemp (CAS); Catherine Johnson (Library/ UFS Secretary); George Julnes (CPA); Dennis Pitta (MSB); Jose Anderson (Law); Bob Bogomolny (University President); Joe Wood (Provost)

The meeting was called to order at 12:03 p.m. by UFS president Dan Gerlowski.

1. March minutes were **approved** with the correction of one typo.
2. The agenda was **approved** after the UFS President explained that the UFS non-voting members (University President & Provost) have been granted access to the UFS Sakai space.
3. The University President reported the following:

* Budget discussions involving the state legislature are taking place as of the time of this meeting and the legislative session is scheduled to end on April 8. The capital budget has been approved by al committees. We will know more about the operating budget and any cuts after the session ends.
* JC Weiss and Byron Warnken will be honored at an event on April 12 as recipients of the University System of Maryland's 2013 Regents Faculty awards.
* The strategic planning process is moving forward and it is likely that we’ll see a draft document circulated in late April that will be open for feedback through May. Final discussions and implementation will take place in the fall.
* The report from the Enrollment Study group is almost final.
* The Law School building opening will take place on April 16 and the ceremonial opening will be April 30.
* This year’s graduation speaker will be Bill Cosby.

1. The Provost reported the following:

* The academic affairs budget is in process.
* There are a number of faculty searches taking place.
* The Fund for Excellence allocated another $125,000 to support the proposals that were submitted.
* Members of the senate raised questions about the MHEC policy for approving new courses. The Provost noted that the approval for the new program in nonprofit management is still pending.

1. UFS Nominating Committee Chair, Catherine Johnson, reported that this week will mark the start of one week of self-nominations for the following UFS positions: President, Vice-President, Secretary, CUSF Representative (cannot be from CPA) and CUSF Alternate. The UFS Nominating will circulate a slate of candidates to the Senate by April 24.
2. UFS Secretary and member of the UFS Executive Committee, Catherine Johnson reported on the progress of the UFS Bylaws. The first phase is a revision to the committee charges to ensure the UFS executive committee has accurate copies of all committee charges and that committees are organized in a consistent matter. The drafts presented featured a similarity shared by all committees in structure, chair selection, etc. The second phase of the UFS bylaws will come later and will deal with the processes of the senate.
3. Dan Gerlowski, chair of the Governance Steering Council, reported that a sub-group of the UB21 Learning Committee visited CCBC-Essex to review their ALP program. There are additional site visits to be scheduled as the Senior Administration helped contact targets for the visits. He also reported that there will be budget town hall meeting on April 10 concerning “process” and “priorities” for budget allocations this year. President Bogomolny also indicated that there will be open discussion about budgetary decisions after the allocations are made.
4. JC Weiss reported on behalf of the budget committee and strategic planning committee. He noted that the strategic planning committee met last week and is planning a survey. He noted that the Academic Goals will be re-distributed to members of the committee. He noted that it may be useful to have more faculty members on the University Budget Committee and Dan Gerlowski agreed to take that feedback to the Governance Steering Council.
5. The proposal for a modified drop-add date was presented to the senate. The Provost reported that the registrar informed him that they are unable to tie the drop-add date to the first actual day of class instead of the semester start. There was a motion to adopt the new language of the drop-add policy with a small revision changing a semi colon to a comma. The motion was **approved**. The language of that motion is attached to these minutes.
6. The proposal for an expansion of Early Alert was presented to the senate. Senators noted that there should be faculty involvement in the development of such a policy and that this could be a faculty workload issue. It was agreed that discussion of this policy should be moved to Sakai where senators can raise any concerns they might have. The UFS will consider the matter at its May meeting potentially for an endorsement of it, or to sort out the workload issues.
7. The proposal “MOOC as an extension of the credit for prior learning policy” was presented to the senate. After some discussion, Chris Spencer agreed to collect comments from interested senators and the proposal will be discussed again and potentially endorsed at the May meeting. Key issues raised included A. concerns about the quality of MOOC-type education; faculty as a group, not individual faculty involved in the approval process within the schools and colleges. The Provost also pointed out that while the University may accept the credits as University electives, whether they counted for individual programs or degree requirements would be decided by the appropriate faculty or faculty committee.
8. The Academic Policy Committee presented a proposed revision to its charge. It was moved that we table the discussion to potentially incorporate their changes into the larger discussion committee charge revisions. The motion was **approved**.
9. The Academic Policy Committee proposed a change to the repeat course and Latin honors policy. The APC also recommends that schools have their own policy regarding how many times a student can take a course and remove the university wide policy stating a student can only take a course twice. It was moved that the senate vote on items one and two separately from item three. That motion was **approved**. It was moved that the senate approve parts one and two of the proposal that read. This motion was **approved.** It was then moved that the senate approve part three of the proposal. The motion was **approved.** The language of that proposal is attached to these minutes.
10. UFS President Dan Gerlowski encouraged senators to attend a budget discussion for the University on April 10. He reminded the senators that this is an opportunity for UFS to express oneself and that if we have larger priorities or goals, we need to communicate those to the University President.

The meeting was adjourned at 1:57pm.

**Late Registration/Add-Drop Policy**

[existing language:]  Late registration and final schedule adjustments are allowed during the first week of the academic term. There are additional required fees. This option offers a final opportunity for students to attend during a specific term. It is important to be aware that classes are in progress and that some academic work may have been missed. The official dates of the late registration period are listed in the academic calendar for each semester.

[Additional new language:]  Exception requests to the Late Registration/Add-Drop policy will be reviewed and may be considered by your academic advisor. Upon recommendation of the academic advisor to the appropriate school/college official, registration adjustments may be coordinated with the Office of the University Registrar within 10 business days of the start of the semester.

**Course Repeat and Latin Honors Policy**

1. The university-wide policy limiting the number of times a student may repeat a course be repealed;
2. The policy that the most recent grade for a repeated course shall be the grade of record be retained;
3. The policy that a student with a repeat grade will be ineligible for Latin honors be repealed.