

**Faculty Assembly Minutes**

**February 8, 2022**

**11:00 am**

**In person Library Auditorium**

**Virtually through Google Meet**

Faculty Assembly Minutes: Feb. 8, 2022 11:00 We are recording the meeting. If you do not want to be recorded, please do not say anything or leave.

The meeting was called to order by Kate Brown.

Minutes from December were approved. Dr. May made the motion. Second: Dr. Cravens, Discussion?

All those in favor, passed, no opposed

People are on line=70 people in the auditorium =19

It is a good thing, and we get better attendance, and will be a good way to proceed in the future

Dr. Anderson

Good Morning! She has some things she wants to update you.

Happy Groundhogs day. Happy Valentine’s Day next week. Think about the Valentines in your life next week. I am happy to be here. Valentines will happen.

Dr. Anderson have been visiting people around campus. The various schools, various units and departments. Dr. Allen is joining her on the visits. She is having fun, and hopes that others are having just as much fun as she is having. It helps her have a conversation about going forward, and new steps and new directions.

It is really nice to see people’s faces, and she is meeting the new faculty

She has visited two schools. Two things she wants to share globally.

Enrollment it is on top of her mind. Not just for me, for every member of the cabinet and all of the faculty. She is trying to figure out a new way, a different way to increase the enrollment. We need to turn it around. She has been working with Education Partners advancement. That company has brought in R & L, to the tune of a million dollars.

She has to turn the enrollment around. The enrollment is still low.

R&L, They started last September all the way to next January.

They have started with the undergraduates with VP Jenkins and her team.

They will start with graduates in April with Dr. Harris.

They gave a report to the cabinet three weeks ago.   
They will have a report in March, probably retention day.

Dr. Kamal Adkins, they will before either the Senate or the Faculty assembly who will give a full update about what he has learned. What they are doing, and how they are working forward.

The second thing she is working on is retention. For each month, we have had a meeting on campus.

She is seeing what our data looks like and get our arms around it and what we need to do.

She had Dr. C Perry give inspiration around retention.

She had Dr. Tiffany Mfume from Morgan State who gave us 9 strategies retention and she is giving us behind the scenes help.

She can see the change in enrollment.

The second thing is the strategic plan. The board of regents does our plan. They were going to do the strategic planning beginning in January 2020. They put a pause in strategic planning because of the pandemic.

They have been working Huron.

Aligned with the each of the 12 institution find themselves in the plan with peer consultants, staff groups, student groups, etc.

4 pillars

1. Academic Excellence and Innovation
2. Access and affordability and achievement
3. Workforce and economic development
4. Research

And in those pillars, diversity, equity and Inclusion: DEI

They have identified Goals, sub-goals and key performance indicators

They asked us to identify where we fit in the plan. The board will vote on it on this Friday at their particular meeting.

Our institution plan- she will keep it simple if possible.

Dr. Allen is spearheading that. Campus wide meeting. Taking volunteers for the strategic planning process. They will not use the same people who have volunteered in the past.

COVID Protocols are still in place. If you are far enough from the students, if you are fully vaccinated, you can remove masks. Students need to adhere to the rules.

She is not asking people to tell their vaccination status. 90% of our students who live in resident life, they must follow the rules, if not, they leave the campus.

Students are over 75%. Faculty side or 85% vaccinated. There are some exempt. You cannot ask what their status is.

Students can isolate in their rooms. Check your temperatures in the morning. If you do not feel well in the morning, do not come in.

Search is underway, chair by Dr. Mock. There are a number of applications already. They will start interviews the Last week of Feb. and first week of March for interviews to replace Dr. Niemi who is leaving in July.

We have to follow the quarantine rules for the county public health office. It is 10 days right now.

We just got started! Have a good spring.

Dr. Niemi will present on the status of the tenure document revision.

A draft was available. It survived the pandemic. We are presenting it here today for the second revision. She is looking for things that doesn’t make sense. Is it clear? The Boyer model has been added. There are

Dr. Arumula is the chair of the committee. You can offer feedback

Please send to Crystal Drayton in the next two weeks. We need to bring it back for a March vote. Once this is approved, will need to update the processes in all of the departments. This is part of the Faculty Handbook revision.

Where is the document? It is on the faculty assembly website on the Feb. 8 agenda.

Thank you to everybody that has put their energy into this process.

Vaccination status has been updated. Students are 84% Faculty are 88% vaccinated.

Dr. Cooledge has been on the faculty handbook committee before he was faculty chair.

He is presenting the policies that have been edited and revised, so that we can bring the approval to the next meeting, and have them as approved as group at the next meeting.

The faculty handbook is a repository for various policies. It is a searchable document, and people can listen to it on the drive in.

It has the promotion and tenure policy. New policies will go in there. The emeritus policy exists, but it was not in the handbook.

Is there a difference between the system/board of regents and UMES policy? People do not need to read the Board of Regents policy and then the UMES policy, done to keep the handbook to a reasonable size.

Dr. Gere: He wants to provide the highlights of what he has done. He wants to thank Dr. Niemi and the register and the members of the committee. They looked at the policies that were not explicit. He wanted to make the policies very clear. They focused on double majors, people that are getting second baccalaureate degrees, and transfer credits, repeat credits, and re-admittance. Please review and send thoughts and feedback by email. Ask, reach out to us. There is a word document on canvas. There was no way to compress it on the slides.

Kate:

We talked about market research for new programs. The masters in Engineering program going forward as it stands because it is approved.

There are several people who do the market research in the business department that do this because it is part of our job.

Tom Loveland is doing professional development type of programs in Baltimore where the market is located.

Bachelor in science in education, and engineering.

He analyzed how many people there are in the tech ed programs in the high schools in the high school. There is a demand over the bridge. He did a survey and calculated about how many people might come. He talked about the characteristics of this group. We are the only ones who have the program.

They one for the prison is on a different level. It is a captivated audience. We can have 15 people per semester. It is covered by the Pell grants that will pay for the adjunct who will teach it.

Research has shown, that 41000 new programs in the last ten years. 1/3 have not produced any graduates. 2/3 have graduated less than 10 students. You can spend a great deal of money and produce essentially nothing. This will help you make a decision that you want to commit on millions of dollars, on a program that you cannot honestly say will make it work.

If you do the work, it will be helpful in identifying your audience.

No one has ever been held accountable for being wrong.

Make sure your approach is reasonable. Are there any questions?

A person in the audience was talking about something about standards.

He wants to stand on record. Something happened on January 28th 3:08 pm. His point is, he wants to know why that happened. Unless it is seconded by the faculty. It needs to be processed and approved.

MHECS document is very vague. Kate was asked to produce this document. Kate cannot state that is within the standard.

We know that things get approved without all of this. WE can decide whether or not that the faculty wants to adopt this standard.

There may be a problem with Curriculog that doesn’t talk to the next program.

Communication is key. It has to be vetted by the faculty and approved. It is not a bad document, and it has to be approved.

Is there an interest in adopted? She will send it to the curriculum committee. And they can look at it next.

What we do is approve the programs to do to MHEC, that is a separate process.

The more information that we provide.

Once it leaves us, it still has to go us to the regents, they are looking at things to the nth degree. They will talk to you. The more details you can put in, the better. We have not had a lot of programs to go through. This is an attempt to help the process. All new programs will need to go through, and the market research was approved 2 years ago.

Dr. Namwamba

Programs that are in the process on Curriculog that needs the faculty’s approval

First proposal, Built Environment, non-substantial change to their program and add an online modality

Made the motion, Dr. Dabippi, Second by Dr. Jin. Any discussion? The motion passes. It will move to the next level on Curriculog.

The department of hospitality and tourism management. They would like to add a non-substantial change to their program and add an online modality to their face to face program.

Made the motion, Dr. Dabippi seconded by Dr. Cooledge. No discussion. Any opposition? The motion is carried. Approved.

The Foreign language minor, out of the department of English and Modern languages. The motion was made by Dr. Dabibbi, second by Dr. Coleman. Any opposition? The motion carries. Approved.

Kate Brown:

Eric May: Evaluation of the chairs committee: He would like things that we would want to judge the chairs by. By the next meeting, he would like to have a document ready by the March meeting. If you have a burning desire to have something included, please send it to Dr. May.

The Chair has to serve the administration and the chair serves the faculty.

Kate Brown: Please participate in the CUSF surveys. This is the group that is supposed to represent the faculty for the system. They have sent out the survey again. They have put in a lot of energy to put the surveys together. Please participate.

Any new business from anybody?

Motion for adjournment: by Mark Williams. 12:00 the meeting is adjourned.