

UMES Faculty Assembly Meeting
Minutes for November 19th, 2013

11am Frederick Douglass Library

- I. The Meeting of the Faculty Assembly was called to order at 11:01am.
- II. A motion to approve the October 15th 2013 minutes was made by Dr. Mark Williams and seconded by Dr. M. Taabodi. The vote was approved and carried.

III. New Business:

Academic Affairs Strategic Plan update

- Dr. Nykiel introduced the new instruction technology director, Mr. Robin Hoffman who is an alumnus and is joining us from Salisbury University. Mr. Hoffman is currently completing his dissertation on mobile instructional technology at Morgan State University. Mr. Hoffman is located in 1106 Wilson Hall.
- Updating the online policies and procedure committee is in the works.
- The strategic plan is in two parts. Part I on new degrees will be discussed at a full Provost's meeting on November 21. Faculty are requested to send in additional requests to the Provost until the meeting date. Part II on colleges and schools: there are 6-7 draft models being looked at before finalizing on one to be submitted to Senate and Faculty Assembly and forwarding to the System for approval.
- Discussion on the rolling out of the strategic plan revolve around the mediation results with 5 to 6 programs being introduced per year. Part II will be slower, depending on current growing programs, new programs in part I.
- Dr. Mark Williams is working with Ms. Duffy to present a draft to faculty assembly on dual majors.
- Dr. Mark Williams will chair the committee for chair tenure.

Protective Whiteboards

- Mrs. K. Dumpson informed the body on working with the office of Public Safety as it relates to use and training of the whiteboards by the end of December so it can be in place for students' return in January.
- Chief Leatherbury stated training will be provided by Maryland State Police for faculty and students. The active shooter training will possibly be in the spring.

Faculty Overload Policy

- Dr. Nykiel and Dr. Bell are aware of the differential between Salisbury University and UMES based on discussions Dr. Bennett has had with both. A motion to send a letter for 10% pay increase was to be written by Dr. Bennett per October 15, 2013 meeting. The letter is being drafted and will be sent forth by the end of the semester.

IV. Old Business

Chair tenure committee update: Dr. Mark Williams

- An ad hoc committee from last year started working on status of chair tenure. The May meeting was not productive and a meeting was -planned -for the future. Issues include: Appoint chairs for a specific time? To be evaluated by faculty? Dr. Nykiel is pushing the matter; Dr. M. Williams will report on the progress of the committee. Faculty recommended that a discussion based on this item included -comparisons with other institutions and the findings of the previous committee. Dr. Linda Johnson chaired the previous committee and it was recommended that the current committee get the information that was previously collected/developed.

The Office of University Engagement and Lifelong Learning (OUELL) is now accepting applications from faculty and staff interested in participating in a Service-Learning Professional Development Program. Funds are available to support faculty interested in Service Learning Opportunities/Professional Development More information is available through Mrs. Ayanna Evans, Director of University Engagement and Lifelong Learning Initiative. Interested faculty should contact Mrs. Evans.

Recruitment, Enrollment, & Retention: Dr. W. Talley

The committee consists of Dr. Bennett, Dr. Johnson, Dr. Spinner, Mrs. Talley, and Ms. Billie. The following recommendations came from the meeting on how to help students be better prepared:

- Students struggle with financial and residence life
- Students are registering for class in the second week of class and missing class work
- Students with unresolved financial aid issues are holding up seats and end up dropping out
- Students often do not know the policies that affect them
- Many students are not reaching their full potential
- Students come to class late because they do not expect to get work on the first day of class
- Faculty report not feeling fully supported
- Students might learn better if we are more sensitive to their learning styles and cultural differences
- Students feel the bookstore is not meeting their needs

- Existing 100 freshman class is not as effective as faculty would like
- Get parents engaged in the process of students responsibilities and expectations

Dr. Sims-Tucker requested the faculty to outreach for increased spring enrollment.

The president of the Faculty Assembly implored the body to encourage others to attend and participate in meetings as it is faculty matters that are being discussed.

Dr. Harris reported on the 'Keep Calm and Handle Your Business' event. She stated that it was successful; there was a lot of interest, and faculty involvement presence.

Mr. Tyrone Young from Admissions will be invited to provide clarity on withdrawal and dropping courses at the next meeting. Also, Mr. Kellam from Financial Aid and Mrs. Duffy will be invited to talk financial aid & other student-related issues, respectively.

The last faculty assembly meeting will be held jointly held with Senate on December 10th, 2013.

A recommendation was made to make a formal request to change the catalog and lay it out in the user-friendly format such as the 1999-2000 catalog. This was seconded by Dr. T. Mollett.

Dr. Chapin reported that there are two changes in the Regent's policy on sick leave and termination. For sick leave using up to 15 days to assist ill family members restriction is being removed. To bring things in line with current state law on "Termination with prejudice;" should you be terminated with prejudice, no state agency in Maryland can ever hire you.

There is great interest in open source textbooks. Dr. Michael Patterson had information to share and will be invited to share at December meeting.

VII. Adjournment

The meeting was adjourned at 12:35 pm.