



UNIVERSITY of MARYLAND
EASTERN SHORE
Faculty Assembly Minutes
April 14, 2020

Call to Order:

Dr. Khoza called the meeting to order at 11:05

Approval of Minutes:

- Approval of the February minutes. Entertain a motion.
- Rob Johnson accepted, and seconded by Dr. Pitula.
- Poll for voting. Approved

Report from Provost, Dr. Niemi:

- In conjunction with the pass/fail option for the spring, we will suspend academic probation.
- Secondly, we would also like to suspend the course evaluations for this semester, since the newness of the modality of being online, we will send a survey instead, before or by May 8th, will be friendly to student's phones.
- We sent two policy drafts for your review. One if for release time, and the other is for indirect funds. We are hoping that we will have them approved to be real policies.

Release time policy

- Dr. Harris: Suspending the academic probation will be for undergraduates only. We know that the policies that you can have some kind of release if you wrote it into your grant. The term we are using now is indirect cost recovery. We will make it equitable for researchers and for the university. Contact LLHarris@umes.edu for questions
- Where will the direct funds be posted? And can the funding be used for salary? Can you hire using the funds? We need to be consistent across the board. They can be used for travel and research.
- Dr. Harris would like the information, she may send out a survey. Send her questions. Can the funds be used for developing a course? Does a grant have to exist in order to get release time? The release time policy written into the grant, has to be used as release time. We need to be careful about what we write into the grants as what we intend to do.
- Release time is used in a variety of ways across the campus. Everybody- please follow up no later than May 1st, sooner if possible. We want to bring this back up for the joint faculty assembly and senate meeting. If you have any comments course evaluations or academic probation, deadline is today.

Report from President Anderson:

- Dr. Anderson appreciates what we have done as faculty. We took our time to change for the students and doing that quickly. She misses us. She walks the campus and sees no one.
- Compensation study- Moving forward. The company we are moving forward with is Segal. They have presented preliminary information (PIF) to the cabinet. One item that they need from all staff positions on campus, is the position information form. We have been negligent in getting that information back to them. The PIF lists responsibilities and duties of all staff level positions. The job description duties/responsibilities is basically the similar for all levels of faculty. When they brought it to our attention, that we had not done the PIF forms, it became clear that their work has been delayed.
- CUPA data – is an HR data base lists salaries for faculty and staff nationwide. Segal consultants are using our discipline associations (e.g., Health Care, Business, Pharmacy, Engineering, etc.) salary databases for faculty salaries. They are gathering that type of data, to make sure they have adequate information to complete the study in making national/regional/local market comparisons. Given the delay with the PIF forms they are trying to get the compensation study finished by the end of the year. Market pay competitiveness, compression, and equity issues will all be part of the study. Please send any questions in through the provost; Dr. Niemi will get the information to Dr. Anderson.
- Dr. Anderson has the list of who has the PIF forms and who has not submitted the forms. The cabinet is required to follow up ASAP. The administrative assistants are working to get the forms that Segal consultants need.
- Faculty do not need to fill them out, in general, as they are using the info from the CUPA-HR database and the discipline-specific databases. Dr. Anderson is looking at faculty and staff to assist as needed. Since we combined both faculty and staff to make better use of our resources, it is important to get everything in a timely manner; otherwise the results of the compensation will be delayed further.

Report from CUFU:

- Dr. Niemi will fill in for Dr. Chapin. Report from across the bay- nobody is traveling across the bay. The groups are meeting with like groups- provosts, presidents, etc. They are honoring systemness as much as possible. The presidents are meeting with the chancellor three times a week, where it was once a month before.
- Originally, it was a shock. How do we safeguard our campus? We have teaching, research and service in process. What allows for telework? We are businesses that are essential to the state, and we are able to stay open since we can telework. Once the shock of this kind of work, how do we solve the policies and procedures? We had to be consistent as a system. We had to work together to be on top of things.

- Promotion and Tenure for next year, will have extended time. For those who are already in the queue, all those are still going forward. Promotion and Tenure for this year is on track.
- When we can come back together in the fall, what will our retention and numbers of students be?
- Dr. Anderson spent a lot of time in Annapolis with the State governance this past session. The bill was passed, for the HBCU lawsuit. Dr. Anderson thanked Dr. Johnson and his team.
- One really important thing to remember as we review the documents, this is a starting point. The percentages can be renegotiated in future years, it was more important to get the policies in place, as you review the documents.

Promotional and Tenure Ad hoc Committee

- Dr. Coolege Ad hoc committee has reviewed who the P & T policy falls upon. It was assumed that deans and chairs are exempt from the policies. Looking at other policies in the system, full time administrators, more than 50% are not subject to P & T. P& T goes into effect after five years after someone leaves the administration.
- Motion to approve the amendment by Dr. Coolege, was written into the contract as administration, or appointment for faculty. This is workload, not number of classes taught. The deans, president, provost, have more than a 50% workload. Exactly 50% they are subject to the P&T. Mark Williams seconded the motion.
- The other point is not directly assessed: The status of faculty with administrative roles, and whether they load is or not, where it is not specifically spelled out, and the contract does not specify the work load, the decision goes to the provost.
- Faculty can digest this and come back in the next few weeks. Send detailed, or hypothetical questions, he will share with the committee. It is one thing to draw a line in the sand, but what happens when the wind blows the sand across the line? Deadline for questions? April 30.
- Deadline for completing this entire process, - it requires chancellor approval. For a faculty member who is up for tenure next year, may or may not help the people who is going up for P &T, and for review, next year. Everyone who is going up next year, has a one-year extension. Dr. Anderson needs to take the policy to the chancellor for you.
- Dr. Coolege will withdraw the motion and resubmit in May. The voting will be in May.

Standing Committee Updates from Faculty Affairs.

- Dr. Brown- one item. 2 Portuguese, 2 intermediate, and 2 advanced Japanese and 2 Hindi. Dr. Williams moved. Dr. Talley seconded.
- **Discussion.** Are these all in General Ed One? There is no plan to designate as general ed at this point, so not. Considering that we are going through difficult budgetary issues. In

a global economy, we need to have more languages, - study abroad, and business. There is an interest in these languages- the initial offering will be through FLICC. Later, it will be funded by the departments- adjuncts and full-time faculty.

This addresses the global mission statement. The courses can be approved by substitution. All of the courses can be approved for area 1C through course substitution.

- **Vote.** All those in favor, check the box that says yes. Votes are coming in. Votes 76 yeas, 33 no responses. 3 nays. Called as approved. Motion carries.

Discussion About Pass/Fail System for Spring 2020:

- Dr. Niemi- pass/fail. Dr. Johnson asked about pass/fail can applied differently within a course. If the passing standard must be a C to move onto the next level, if they do not need to take any more courses in math, then they can pass on a D level. They may not have a choice if it is prerequisite for a major.
- There are a few cases where the passing standard can be different in the same course.
- Teachers can request letter grades for the entire class. Explain that to the class. Then write a letter to the registrar- Ms. Duffy. There are a number of cases where that is happening.
- Dr. Nastvogel- Dr. Chapin, Dr. Bowers and Dr. Nastvogel put together a little bit of information and patched together the document. It is to provide more information about it. It will appear on the Faculty Assembly webpage.

Discussion About P&T at Departmental Level:

- Dr. Niemi invited the committee to the task force on promotion and tenure. How does it fit into departmental structure on P &T?

Faculty Assembly Voting Process:

- Please submit nominations for the Secretary, Treasurer, and parliamentarian, and chair elect for the following year. Being that this is a unique session, we have left nominations open until Friday. The election will be held next Friday. We will put together an email and copy the provost, considering the current situation. No nominations at this time. We will send the nominations until Friday, via email. When Mr. Bree sends the survey results, then just send who wins and losses, do not send the number of votes.
- Does the constitution allow for all current officers to continue for another year? Secretary, Parliamentarian, treasurer, there is nothing that says can continue. They are reelected into the positions. The Chair elect has to be elected.

Discussion About Summer Camps:

- Summer programs and activities. If the governor allows us to reopen, then the second part of the summer, the camps may open. Other than that, no one will be allowed on campus.

We may revisit if the situation changes. On-line learning will continue in the summer. At this time, we are not sure if anyone will be physically on campus; until the Governor changes the status.

- Center for academic success has tutors online. Students are there from 9:00 am to 9:00 pm online Monday to Friday. Cass JAM on May 6th. Invitation to professors. Will have virtual rooms to prepare for finals at 8:00 pm to midnight for the students who are struggling and transitioning online. We have confirmed the flyer, and it will be on Monday email. We have promoted the tutors on social media, and email.
- Please again for everyone to participate. Writing center is open, and the library is open. The librarians are monitoring email. The Mathematics has a math lab that is open as well. Both online and similar to Skype. Every Thursday at noon is Calculus Two. She appreciates everybody's efforts. Additional announcements.

Adjournment:

- Dr. Fatuhi motioned, seconded by Dr. Bree. Meeting is adjourned.

Attendance:

I do not have a record of who signed in or out and back in again. There were 102 people in attendance. The following people commented.

1. Brad Hudson
2. Bryan O Gere
3. Chris Hartman
4. Dean Cooledge
5. Derrek Dunn
6. Dr Nancy Arduengo
7. Dr. Das
8. Dr. Heidi Anderson
9. Dr. Khoza
10. Dr. Loveland
11. Dr. Niemi
12. Dr. Satterlee
13. Elvin A. Hernandez
14. Grace Namwamba
15. J Halpern
16. Joe Pitula
17. Jonathan Blackmon
18. Josh Shockley
19. Kim Poole-Sykes
20. LaKeisha Harris
21. Maifan Silitonga-Wyan #2
22. Margarita Treuth
23. Marilyn Buerkle

24. Mark Simmons
25. Marshall Stevenson
26. Mary
27. Nina Lyon Bennett
28. Philip B
29. Richard Warren Jr., Ed.D
30. Rob Johnson
31. Sungjae Hwang
32. Susan Holt
33. Terry
34. Victor Hsia