



Faculty Assembly Minutes

April 13, 2021

11:00 am -Virtual Meeting Faculty Assembly

Meeting Activity	Responsibility
I. Welcome and Call to Order	Dr. Lombuso S. Khoza
II. Approval of the March 9, 2021 Minutes	Dr. Donna Satterlee
III. Today's Business	
A. Administrative Updates	President Anderson
B. Updates from the Provost's Office	Provost and Vice President for Academic Affairs, Dr. Niemi
Faculty Handbook update	Dr. D. Cooledge
Promotion and Tenure guideline update	Dr. J. Arumala
C. Standing Committee Update - Dr. Brown	Committee Chair: Faculty Assembly Academic Committee
D. CUSF Update	Dr. W. Chapin
E. New Business: HBCU Lawsuit	Dr. R. Johnson
IV. Announcements	Mr. J. Bree: Nominations for Faculty Assembly officers (Chair Elect, Secretary, Treasurer, Parliamentarian, CUSF representatives)
	Any Member
V. Adjournment	Dr. Lombuso S. Khoza

Officers:

Chair - Dr. Lombuso S. Khoza
 Chair Elect - Dr. Kate Brown
 Secretary - Dr. Donna Satterlee
 Treasurer - Dr. William Chapin CUSF representative
 Past Chair - Dr. Bryant Mitchell
 Parliamentarian - Mr. Joseph Bree

Minutes for April 13, 2021

Meeting was brought to order by Dr. Khoza at 11:07
Dr. Williams approved the meeting minutes as posted.
Dr. Buerkle seconded.

Vote called for the approval of the May minutes. Approved
We will move to the next item:
Dr. Anderson

President Anderson began by thanking everyone for continuing to get twice a week COVID testing and for those who have received vaccinations. Thanking faculty and staff, and everyone shy of completing the semester. No campus shut downs so far from COVID. We are the only campus that has done that. We will make it to the finish line. We are giving an in person commencement. We have worked very hard to do that. We have 200 + graduates. Faculty will give virtual comments. One or two persons may accompany the graduates.

It has been difficult to do testing twice a week, mandates from the chancellor. We remain under 1% positivity rate. Thank you for getting your vaccines.

Dr. Anderson's remarks are in 4 areas today: (1) Wage Plan adjustment, (2) Employee of the Month, (3) Return to Campus Planning and (4) Strategic Planning.

Compensation Wage Plan Adjustments – Chancellor and BOR approval (April 16). We anticipate approval and we are now working to prepare letters for every employee. These letters will indicate whether you receive a wage increase and the method of paying. Some will not receive a wage increase.

Employee of the Month – Since Dr. Anderson arrived, it has been her goal to create an Employee of the Month recognition. Therefore, she charged a committee to develop criteria, as well as details about the award. More information will be shared with you via email within the next few days. Be sure to look out for the information and nominate worthy individuals for this honor. In addition, an Employee of the Month board will be posted outside of the Oasis and each month a professional headshot will be taken of the recipient and posted on the board.

Return to Campus Planning

Chancellor Perman has instituted a committee to consider a number of factors for our fall campus return. This small committee is creating guidelines for us to consider such matters as: vaccines, continued COVID testing, telework, on campus work, hybrid work, safety matters, etc. We are expecting this committee to provide this framework within the next few weeks.

In addition, President Anderson has charged a campus committee to consider the same type of issues/concerns/strategies and she is expecting feedback from them early May. Dr. Anderson has asked this campus committee to review all of the issues that will impact our employees as they return to campus. Including recommending strategies/solutions to resolve any concerns. She expects to have feedback from this campus committee by late May.

Next, President Anderson asked the provost to work with the deans, department chairs to get faculty feedback and input as related to academic matters.

Finally, details about COVID testing and vaccines will be provided to everyone when we get more information from the experts. These matters are presently being discussed at the Chancellors' level as well as within our campus President's committees.

Strategic Planning Our BOR has now begun the strategic planning process for the next plan. We also have begun our process. President Anderson briefly described that our strategic planning process will be different than in past years, in that she will be aligning our fiscal/space resources with strategic thinking first. To achieve this type of thinking Dr. Anderson has contracted with Education Advisory Board (EAB) who will be working in conjunction with the campus leading us through our strategic planning process. This work has already begun with the cabinet/deans at a December retreat and in once monthly meetings. This summer President Anderson will ask department chairs to be involved in this process. And in fall semester when all of the faculty return, we will engage the entire campus in the strategic planning efforts.

We will leverage the funding that is coming in, and it will help all of the students as well.

Brad Hudson would like an MFA in Art? Funding from the HBCU funding, marketing and instruction, academic programming. We need the collective wisdom for where we will be doing in Yes! Seconded! MFA in Sequential, Graphic Design, Illustration and Photo would be great! Keep the ideas coming!

Prince Attah- question, He has been following news mandating before students come back in the fall, that everyone on the campuses should be vaccinated. The answer is yes, that most people should get vaccinated. The vaccines cannot mandate emergency use. The chancellor is talking to the secretary of state, and about the science and health care, her guess is that the board of regents or the governor will move forward with vaccines. There will still be exceptions. They should have more clarity by the end of June. We have concerns about what we hear about the vaccines. Please ask the pharmacy faculty, as they may be able to help with answers.

Question: Will the Fall semester be starting early like last year or will it begin closer to the end of August? We will have better clarity later. Currently the schedule the normal schedule of when we start in the fall. The survey is giving a percent of how many have been vaccinated on the campus already. Please continue to get tested twice a week and get vaccinations.

Provost

Academic calendar is posted, and it is a return to business as usual. If there is a change, she will let us know. Right now, the academic calendar is the one that is posted. We want to make sure that all faculty have input into what will happen next April 22 will be the last provost meeting for the spring They have been doing a lot of work. Two task force updates Dr. Coledge. Faculty handbook updates, working on it over a year, reviewed entire handbook, down to 244 pages. They took out USM policy where we currently have a UMES policy. It has hyperlinks to USM policy. Debra La Forest was developing hyperlinks and is making the document is searchable. He needs to get the document moved from his office to the president's office, where it will then be placed in a shared drive, where everyone can review and make comments. It is a work in progress. April 30 is deadline

for comments, concerns and address concerns for final approval, which will take place at the May joint assembly meeting.

Where should the comments go? It is hoped that the ability to add comments will be directly to the comments place on the document. Still working on the technology.

Thank Dr. Cooledge and Ms. LaForest and the committee for working on the faculty handbook.

Dr. Arumula for promotion and tenure document.

He has given the provost the final report at the end of last year. Got feedback from Dr. Niemi. They met, she gave her general comments on the three documents. P&T – after meeting, looked at comments, and rearrangement, and they felt that most of the things were in order. The document is ready to go out. The plea is to have comments after the provost releases it to everyone to look at it. We need the faculty's eyes and ears to look at the document. Comments are welcome to make the document more robust. Any major changes- the Boyer model is infused into the document in places. The Sections are defined clearly. Guidelines are very clear, and the appeal process is clear. He thinks it is a good document. They will read the comments to make it even better.

Any questions? He will send the document to Dr. Niemi, and she will look, then she will release to the faculty. Please take the time to look at it. She will set a deadline, most likely the 30th.

She will work with the department chairs over the summer.

Dr. Brown.

The report will be posted to the website, so everyone can read it. We are trying to change the documentation required, so that there are written instructions. The committee is working on making this happen.

Thank you for those who did the curriculum changes. We will need further tweaking, for a feedback loop to know that it has been implemented. The EPE is no longer. The English department has created a different assessment. Transfer students do not need to take the EPE. No UMES students will take the EPE.

• 11:48 AM

Dr. Kundal is testing and recording grades for 8 May graduates because the Registrar's Office has already processed their applications for graduation, and it would create problems for them if I don't record an EPE grade, but these will be the last UMES students to take the EPE.

CITOL is creating PTL 99 Introduction to good digital learning. All new students will be enrolled in this course, and it will help create a group of students who are good at negotiating digital learning. The course will become a formalized process, although completing the course might not be mandatory.

All departments can send in what they want to have done to Dr. Brown, we will have a large body of work where the mechanism, where these things will go through.

Trying to get this accomplished!

Next

CUSF update Dr. Chapin

"All campus faculty, staff and students need to be careful and work hard to assure that all the folks of the four Lower Shore counties are getting a highly positive understanding of the work that UMES is doing now and how this work can benefit all the Shore residents in the long run. (The same is probably also true for those areas across the Bay from which UMES draws its student population.) We need to return to an era in which UMES Land Grant work and UMES teaching and research in science, engineering, technology and other areas is generally accepted as a very positive thing by everyone in the lower four Shore counties (and appropriate areas across the Bay). We need the strong support of residents, legislators, politicians in assuring that UMES continues to get the funds it needs to maintain the campus, support students in classes and support faculty, administrators and staff in their work. Particularly between now and the end of the calendar year, we need to be sure that, no matter how upset some folk may be with the current world, NOTHING NEGATIVE goes off campus, either directly or in email."

Thank you to Dr. Johnson for his work on the lawsuit, and the funds will be utilized on the campus.

The final meeting in May will be a joint meeting between the senate and Faculty. Incoming chair will be Dr. Kate Brown.

We have nominees for each office. He has the ballet created and is ready to go out. It hopefully will come out today. We will keep it open for at least the week

The Senate nominations will be coming out as well.

Any final questions or comments?

Dr. Cravens provided: Please don't forget to register for the Innovations in Teaching & Learning Conference, May 20-21. We have 35 concurrent sessions planned, a keynote, a featured workshop and a teaching roundtable! Register Here: umes.edu/InnovationConference

Dr. Williams: Academic Integrity is working and is making progress. If you have any comments or questions, Please contact Dr. Williams

The constitution committee has been working. Please send Mr. Bree, or Dr. Sauder your questions or comments.

Please participate in next Week's Graduate Symposium. We have over 60 poster or oral presentations arranged. Registration is on Graduate Studies website.

There were more than 80 faculty members in attendance today.