



UMES FACULTY ASSEMBLY

Meeting Agenda

November 21, 2017

11:00am Frederick Douglas Library

UMES Faculty Assembly Board

Dr. LaKeisha Harris- Chair
Dr. Mark Williams-Chair-Elect
Dr. Donna Satterlee- Secretary
Dr. Maryam Rahimi-Treasurer
Mr. Joseph Bree- Parliamentarian
Dr. Dean Cooledge- Immediate Past Chair

Faculty Assembly Councilors

Dr. Willie Brown
Dr. Sungjae Hwang
Ms. Beatrice Nelson
Dr. Yeong-Nain Chi
Dr. Byungrok Min
Dr. Eric May
Dr. Simon Zebelo
Dr. Bill Chapin
Ms. Marilyn Buerkle
Dr. Cynthia Cravens

- I. Welcome and Introductions
- II. Approval of Minutes from October 17, 2017
- III. Report from CUSF- Dr. Bill Chapin
- IV. Update from CUSF Shared Governance Meeting (10/31/2017)- LaKeisha Harris
 - a. Shared Governance Survey
 - b. Report on Administrative Support
 - c. USM Faculty Workload
- V. New Business
- VI. Adjourn



UMES FACULTY ASSEMBLY

Meeting Minutes

October 17, 2017

11:00am Frederick Douglas Library

UMES Faculty Assembly Board

Dr. LaKeisha Harris- Chair Dr.
Dr. Mark Williams-Chair-Elect
Dr. Donna Satterlee- Secretary
Dr. Maryam Rahimi-Treasurer
Mr. Joseph Bree- Parliamentarian
Dr. Dean Cooledge- Immediate Past Chair

Faculty Assembly Councilors

Willie Brown
Dr. Sungjae Hwang
Ms. Beatrice Nelson
Dr. Yeong-Nain Chi
Dr. Byungrok Min
Dr. Eric May
Dr. Simon Zebebo
Dr. Edward Chapin
Dr. Donna Satterlee
Dr. Mark Williams
Ms. Marilyn Buerkle
Dr. Cynthia Cravens

I. Welcome and Introductions 11:05 Meeting called to order

II. Approval of Minutes from September 19, 2017 Dr. Rahima, 2nd Dr. Linda Johnson, approved

III. Financial Aid Updates- Mr. Alvin Dorsett: Was not able to present

IV. Discussion on Student Registration- Dr. Rob Johnson:

There was a discussion on students registering late. It appears that there are a variety of reasons for registering late, from being an international student, to having financial aid difficulties, or being admitted late, or switching from one section that was the only one that was open, to another that is a better time. Most students do enroll at the course at the right time. There is a concern about the completing assignments that occur before the student registers. An option could be to consider the type of assignments given the first week. The add-drop period is designated by the calendar committee, and the time is extended to include the Saturday classes in the add-drop period.

V. Updates from Shared Governance Meeting- Dr. LaKeisha Harris and Veronique Diriker.

She met with Dr. Bell last week. They are meeting, let her know if there are concerns.

VP for enrollment management, VP for administration and finance, provost, VP for student affairs are open positions.

Please let her know if you are interested in volunteering for committees. The student affairs standing committee has not been populated yet. Please volunteer.



The Equity in Pay concerns:

Hanover Research has been hired, one issue is for the economic issues for faculty only. They will participate in Delaware cost studies as well. She will give more information as that arises.

For graduate students, the schedule may be different.

Dr. Whitehead- financial aid, terms and sections. The college is exploring having 8 week sections in addition to the 15 week sections. This may help students who need a session in the second 8-week section. There will be different deadlines for registrations that may help the graduate students to register. It would be the departments decisions to offer courses in the second eight weeks. Having the second eight-weeks sessions may help students who must complete 30 credits a year, or they will lose their financial aid.

There are flyers in the back from Dr. Khoza: Center for International Education presents Dr. Brian Stiegler, Assistant Provost for International Education from Salisbury University. The topic is Faculty-led Study Abroad, Tuesday, October 31, 11:00 to 12:00 in Hazel Hall, Rm. 1008. Contact Elissa Gordon at egordon@umes.edu

International Feast is Wednesday, November 1, SSC Ballroom 11:30 am to 1:30 pm. Please RSVP and let Elissa Gordon know if you are bringing a(n) appetizer, main dish, dessert or nonalcoholic beverages.

Classroom scheduling: New building is too far away to get between classes in 10 minutes if classes are in Henson, Hazel, or Kiah. Requested for guidance to the provost office.

VI. New Business

Dr. Wade: Winter and Spring schedule will open on the 18th. Summer is still being worked on. She is trying have the spring schedule open on tomorrow, so that registration can occur on the 25th.

VII. Adjourn

T. H. Baughman moved to adjourn. Joseph Bree moved to second. Passed. 11:40

Attendance	Unit	Councilor
Eric May	DNS	Yes
Veronique Diriker	UR	
Angela Williams	CAAS	
Prince Attoh	ORLD	
Maryam Rahimi	REHAB	
Marilyn Buerkle	DEML	Yes



George Steer	PT	
Joyce Bell	SESA	
David Alston	Social Sciences	
Mark Williams	MCS	Yes
Donna Satterlee	HUEC	Yes
Hwei C. Wang	DBMA	
Margarita Treuth	KINES	
Terry Smith	English	
Latasha Wade	Admin/pharmacy	
Lorenzo Boyd	CRJS	
Chris Harrington	SESA	
Phillip Bruseae	DEML	
Coach Nelson	Kinesiology	Yes
Joseph Bree	Library	
Willie Brown	Eng & Avi	
Kate James	PT	
Mary Layshock	PT	
Ywong Nain Chi	AG	Yes
Dean Cooledge	SESA	
Grace Namwamba	SANS	
Bill Chapin	MCS	Yes
Linda Johnson	DNS	
Sungjae Hwang	Kinesiology	Yes
Joe Pitula	DNS	



Vichet Sun	DBMA	
Marie-Therese Oyalowo	Pharmacy	
Stephan Tubene	AORIC	
Simon Zebple	DNS	
Jeffrey Molavi	TECH	
Byungrok Min	AG	Yes
TH Baughman	Social Sciences	
Deb Sauder	DNS	