



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

Meeting Activity	Responsibility
I. Welcome and Call to Order	Dr. Lombuso S. Khoza
II. Approval of the February Minutes	Dr. Donna Satterlee
III. Today's Business A. Release time and Indirect policies draft discussion B. Suspend use of course evaluations for spring 2020. semester and replace with student and faculty survey C. Suspend academic dismissal and academic probation for spring 2020. D. Compensation study update E. CUSF Update F. Standing Committees Updates G. Ad Hoc Committees Updates H. New Business	Dr. Niemi Dr. Anderson Dr. William Chapin Committee Chairs: 1. Faculty Affairs 2. Academic Standards, Curriculum, Programs, and Service Ad hoc Committee Chairs 1. Boyer Task Force 2. Compensation Committee
IV. Announcements	Dr. Lombuso S. Khoza
V. Adjournment	Dr. Lombuso S. Khoza

Officers:

Chair, Dr. Bryant Mitchell

Chair Elect, Dr. Lombuso S. Khoza

Secretary, Dr. Donna Satterlee

Treasurer, Dr. William Chapin, CUSF representative

Past Chair, Dr. Mark Williams

Parliamentarian, Mr. Joseph Bree



Faculty Assembly Minutes

March 10, 2020

Approval of February 2020 Meeting:

Minutes have been approved as posted, Dr. Williams: first Dr. Cravens: second

CUSF Update from Dr. Chapin:

1. The Legislature is involving itself heavily in making academic decisions, with bills (HB1151) to mandate American History for all students; bills to greatly increase campus and system costs for state-wide reporting on such things as which courses students asked to have transferred but the campus said "no" (HB1082 reportedly "surely not to cost more than forty to fifty thousand dollars a year for each campus"); a Statewide Taskforce on Student Mental Health (HB1504 with a similarly cost estimate).
2. Since the original funding bill for all the desired new expenses died in committee (all the members from both parties unanimously agreed that it was a bad idea!), there are now six to eight separate proposals for specific individual taxes, each of which may seem innocuous by itself, so that we will not know about the negative interactions of these taxes until the disasters occur.
3. This is an election year so that each legislator needs to pour some extra dollars into his or her own district to help assure re-election, convinced that the money will come from somewhere. Since most state spending is mandated, either by state or federal law, they will almost surely need to take money from the only other significant non-mandated area, the USM and campus budgets, despite earlier promises that they would "never do that". Similarly, at least one chamber has voted to approve the billions of dollars for the Kirwan Commission recommendations (fixing up the primary and secondary schools) without any likely source of dollars.
4. **Everything is unsure and in flux right now.** Since the Faculty Assembly meeting, the decision has been announced not to have the students back on campus until April 4 and to try to do coursework on-line. It appears that many federal and state dollars from emergency or rainy-day funds that might have come to the campuses to assist with their needs will now instead be devoted to the health emergency instead of coming to us.

HBCU Coalition Bill Update from Dr. Tally:

- The HBCU Coalition Bill will be reviewed by Maryland State Senate tomorrow. It has already passed in the House.
- Dr. Anderson: gave testimony and support and did an excellent job. Trying to get people to go tomorrow for the other house. He said thank you for the advance warning.
- It looks like the 9.6 million dollars a year. Allocation based on number of students should not be, it is a political issue. Type of institutions should be thought about versus size of institutions
- Bus is leaving around 7:30 in the morning from the student services center.

Reports from Standing Committees:

Dr. Brown Report from the Academic Standards, Curriculum, Programs, and Service Committee

A. Curriculum Changes

1. Changes – Mechanical Engineering will be eliminated, Suspension of Jazz and Popular music, change in technology- electrical engineering - replace chemistry, to a different number. Course changes are designed to fix problems. Suspension of a program is allowed for three years. This gives the department three years to eliminate or choose to bring it back. This is part of the Program Priority Initiative. Dr. Pituli first, Johnson second. Passed,
2. Department of Engineering request to permanently eliminate the mechanical engineering. Johnson first and Pituli, second, Passed
3. Jazz and popular music, - we are down to one faculty member, and 5 students. We can remove it from being offered, by suspending the major. Music courses will still be offered generally. The previous administration reallocated the funding. Dr. Niemi would like the music program to be brought back. Moving toward a concert band and pep band, as it is needed for the atmosphere. The motion passes to suspend music degree. Moved first Williams and second: Pituli.
4. ENEE 420 and ENCE 420. Introduction to machine learning as electives– no resources to add to cost, will be taught in rotation. If they have computer requirements in the industry, it will help the industry. They finished the core, and need to satisfy degree requirements. Adding badges is for the computer industry. Letters are different, but it is one class. Called the motion, Passed. Moved, Chapin first, and Williams second. Passed.

B. Changes to Streamline Approval Process

1. Multiple steps along the way to streamline the process of curriculum approval. Eliminating the school level committees which is between the department and the dean's offices. Procedural level changes. Does not change requirements. 1st and Williams and 2nd Johnson. Motion passed.
2. 2nd recommendation- actions that have occurred and ever occurred. Trying to eliminate extra things that occur in a department that are not needed to bring before the faculty assembly, we do not need to approve. So the things that affect the college, or impact other programs, may still need to be approved by the faculty assembly. The Department needs to check. See the list on the proposed changes PowerPoint. Will add the recording to include that followed by reporting to faculty assembly, and to provost. Modification by Chapin, 2nd by Johnson.

IF modifying a 488 number, will that be affected? Change that modifies programs from one course to another, needs to communicate to other departments that affects dollars. Salisbury University sent information that if something changes, then there will be an audit for communication purposes. Substantial change is 40 credits out of 120 credits. Call the motion, passed.

Dr. Nastvogel's Report: Boyer Taskforce

1. Dr. Nastvogel indicated was overwhelmed by response for membership in taskforce, 3 members. Dr. Nastvogel is the chair of the Boyer task force. She would like to move forward to see if we can incorporate into what is in place already. Scholarship, discovery, integration, application,

teaching- fits into teaching research and service. Institution that are in the system- in Science and mathematics at Towson.

2. Dr. Chapin commented that when we propose to make a change we will need a vote. Request for Deans to appoint two people to make it 11 people.

Compensation Committee: anybody want to make an overview? No response at the moment.

Update from the Administration:

A. Provost Comments

1. The President is at the MEAC basketball tournament. Mr. Cooper is making a conference call about the COVID19. Presidents have authority to make the call about the virus. Conference calls three times a week. Will get information out through whatever channels we have. It is a fluid and dynamic situation.
2. Instruction- working with deans and chairs, all faculty- instructional load for that course- Everybody should have a bare minimum of something on Blackboard, and we need to prepare in case it does, as it will go fully online in case it is necessary to do so. If people already have good representation- assignments up online, calendar online, everything should be buttoned up by March 23rd. Need to figure out how to make labs work, and student teaching.
3. We need to work to solve the problem about how to change from face to face to online work. Please do not compromise quality and figure out together how to make it work. Figure out how to do this before we leave before spring break. We have folks all across departments that can help others to get courses online.
4. Many of our students do not have connections to wireless computers- most have phones. Think about minimal technology. There are students who need to graduate in May. We still have classes this week. Send sick students away. We will post notes online. Need to err on the side of helping the students.
5. We do not have enough help to make this happen- they will support as much as they can. Who is really good on line, or can help others, chairs will ask. We need to work together to be prepared. We don't want to get caught short.
6. Do we have the budget to support online laboratory experiences if we shut down? Here is what it will cost. Chemistry on line is violation of accreditation, although in this situation we are hoping that there will be flexibility. Different institutions will weather this differently. Some groups need more \$ to help others.
7. Faculty may need to be prepared to stay home as well. If we do not have wireless at home, let them know. If we need specialized software, let them know. Make do with video tape if needed
8. Passeri - if you need a workshop on something, let her know and she will put it on the schedule. Blackboard collaborate and Echo 360 will work online. Echo 360 can be used – make assignments for Echo 360 and Blackboard collaborate Microsoft has a google platform and can make documents on Google CITOL has instructional videos, and quick reference guides. If something is not there, please let her know. She can create a video tutorial. She will use fantasia to see what she is talking about. They will be emailing the link and will share on website. Will post it on workshop. Please feel free to her for her help. This could be an invitation to do these things. Give it a shot. Schools deal with problems.

9. A note about sick days- as lenient as possible about sick policies. There is a policy in place. Stay home if you are sick. Contractors-

B. V.P. Enrollment management and student experience Comments

- 266 students accepted for fall so far. Dr. Niemi indicated that after spring break Administration will model what incoming class will need for support services, math classes, graduate level, etc. Here is what we expect. Bring students in and we want to keep them in.

Dr. Mitchell called for New business:

Senate Portion of Meeting:

Comments from Dr. Lane

- Reminder from his other hat- depends on whether or not we are closed
- Honors convocation: April 11 and academic accomplishments. 2001 graduate for Key note. Venture capital. 2018: 100 most woke meeting for ESSENCE.
- Classes are relocated, not suspended. Teaching and learning conference- have March 23, pick up flyer for teaching and learning, do some intervening.
- Senate is now on 3rd Tues of each month, voting will occur for slate of officers, and grand prize

Call for Adjournment:

Joseph Bree motioned to adjourn. 12:10. Attendance is on a separate document