



Faculty Assembly Agenda May 11, 2021

11:00 am -Virtual Meeting held jointly with Faculty Senate

Meeting Activity	Responsibility
I. Welcome and Call to Order	Dr. Lombuso S. Khoza (1 minute)
II. Approval of the April 13, 2021 Minutes	Dr. Donna Satterlee (1 minute)
III. Today's Business	
A. Administrative Updates	President H. Anderson (2 minutes)
B. Updates from the Provost's Office	Provost and Vice President for Academic Affairs, Dr. N. Niemi (2 minutes)
C. Enrollment Management Update	Interim Vice President for Student Enrollment Management and Student Experience, Ms. L. Jenkins (15 minutes)
D. Standing Committee Update - Proposed Faculty Assembly Academic Committee chair	Committee Chair: Dr. Brown Faculty Assembly Academic Committee (5 minutes)
E. CUSF Update	Dr. W. Chapin (1 minute)
F. New Business	Any member (1 minute)
IV. Announcements	Mr. J. Bree: Announcement of Faculty Assembly officers for 2021-2022 (Chair Elect, Secretary, Treasurer, Parliamentarian, CUSF representatives) (1 minute)
V. Adjournment	Dr. Lombuso S. Khoza (1 minute)

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

The meeting was called to order at 11:07 by Dr. Khoza.

Dr. Brown made the motion, it was seconded Dr. Williams to vote to approve the minutes.

The minutes were approved: 38 yes votes

Administrative updates:

Dr. Anderson,

President Anderson started by congratulating our Employee of the Month Virginia Heath, Administrative Assistant, in the Dept of Engineering and Aviation. She encouraged nominations for the June employee, which are due on May 19. Dr. Anderson also thanked the faculty and staff for their hard work in the spring semester and looks forward to everyone returning after summer break.

Dr. Anderson yielded time for the following two presentations: (1) VP Primus about the financial state of the university; facilities update and wage compensation and (2) Interim VP Jenkins regarding the enrollment status for the spring and fall semester.

Regarding the wage compensation plan, Dr. Anderson stated that faculty and staff will receive a letter indicating whether they will receive a wage increase. These letters will be distributed from HR before the end of May.

Finally, Dr. Anderson indicated that strategic planning will be undertaken over the summer months that will include planning with department chairs, deans and cabinet members. She looks forward to rolling out this planning for campus involvement, when everyone returns in fall semester.

Vaccines: What does the mandate from the system mean? Out campus needs to stay safe.

The exceptions: Medical and religious. Follow up with HR or the office of institutional equity as needed

She cannot respond at this time to those who are unsure about getting the vaccine.

She will let us know if she hears more about the vaccine issues.

She will meet with the chairs and deans to do planning.

Fiscal year 23, because of the lawsuit by HBCU settlement. We will receive 9.6 million dollars every year for the next ten years. Enhance current academic programs, and grow new academic programs, monies for scholarships and marketing.

Department chairs and Deans will do baseline planning over the summer. This will allow us to get the programs through the approval track, and be ready when the first fiscal year planning comes through.

Financial update from CFO, Vice president Primus.

Interim Vice President Jenkins will update for the enrollment.

Dr. Niemi: All faculty have a draft of promotion and tenure, revised document. Please review in detail.

Faculty handbook is also in document, coming up for approval.

Dr. Cooledge and Dr. Arumula are heads of both of the task forces. She wants to thank them and the task force for the continuing work.

Vice President Primus:

He shared his screen to look at the Finance, Facilities and other projects (Power Point)

Financial position: He will update about this fiscal year first.

Revenues, Return, Viability and Reserves

We can have a budget process, and things can change quickly.

In 2021

Will they have the resources? We can adopt and approve, things can happen that will change the direction. Initiatives-focus was compensation & disparities.

Next year, we need to have sufficient reserves, contingency plans, Fund balance plan, program break-even. Operational \$ 1% of the budget should be set aside for a fund balance reserve, so that when unexpected bills appear, we can continue. Budget has to be financed.. Once we have more reserves, then we will be more fiscally sound. Viability- we have a good fund balance, with sufficient reserves. We can borrow more and improve our campus more. There are certain projects that have MOUs to review. It will ultimately grow campus. The pandemic impacted the campus in many ways. We are 6 to 9 months off track

We have grown some of the programs.

Projected – the year is not over yet. The State appropriation is the biggest part of our budget.

Spring 21- undergraduate full time:1471. Brought in 10.9 million.

Grand totals \$18,950,589.

Actual and projected revenues- \$95.4 He is not including the cares act funding nor HBCU \$.

Wages and fringes.

Will not do a temporary wage reduction. Normal payroll in '22 and '23. Increases may be increasing about 2 ½ %.

We have budget contingency plans. We are changing this trend. Not including the CARES Act funding. Making sure that we are not going to be in a deficit situation. 11 million in 2021, 18 million in 22 and 23.

The MacKensey Scott gift to the foundation: we have to be strategic on how to use the gift

Foundation support- need to be strategic, think about both long and short term.

HBCU settlement- on slide show

Facilities. Average age of buildings is 44 years, many of our buildings have reached beyond the useful life.

Walking trail, which will go around the entire campus. Natural gas also goes around the entire campus

Farm Renovation.

Small animal clinic- subfloor of Trig hall

School of pharmacy- had the hardhat day. The project is moving along. The building should be completed by April 2022.

Track and field has been completed. The Sewer line is being worked on. The Gas line project has been started:

Cleaner burning fuel

Walking trail- hired a designer to give us a design, and has been extended to some other areas beyond just a circuit around the campus.

Mold Response plan: There is a mold mitigation plan

Energy efficient projects such as a solar section and reducing Campus green house gases is of concern

Over the summer, the administration is intending to survey each and every building to determine what is needed and then they will work on the capital projects- future needs.

Wage compensation plan

Group	CNT#	Wages	Fringes	Total
Faculty	61	\$276,160,	\$96,656	\$372,816
Staff	65	\$260,791	\$91,277	\$352,068
Totals	126	\$536,951	\$167,933	\$724,884
Phase I, 7/1/2021		\$362,442	Phase II 7/1/2022	\$362,442

Everyone will receive a letter by 05/31/21.

It will explain whether you will receive an increase or not, and it will be over two years, not three.

Next presentation- We do not want to go into a deficit mode.

We want to increase tuition and enrollment and increase in the auxiliary services

La Toya Jenkins- enrollment: To recruit and enroll

Spring 2021 Enrollment

Joint communication between admissions and financial aid

Enhanced parent communication- let parents know about mitigation of virus

Merit grant opportunities for over 2.7 GPA

Weekly online web- info sessions through Facebook.

Admitted students day will be 5/12

Resident life: New Student portal- select roommates, Made funds easier to access for Resident life portal.

Financial Aid: New scholarship Opportunities, Transfer scholarships, Full ride presidential scholarships

Counseling and health center- virtual telecare- COVID (24 hour care)

Student experience- Greek in-take, SGA elections and campus activities face to face

Had 50 campus activities including spring fest carnival.

In-person commencement over 297+ degree candidates (234 baccalaureate, 32 masters, 33 doctoral)

Congratulatory Gifts

Enrollment snapshot

Update – fall 2021- Applications: 7,741,(down 6% from last year) admits, 5951, confirmed admits: 550. We are trending upwards. They are working on getting information out earlier. Doing merit grant funding. Admitted and funding appropriately. The teams will continue to get students to confirm admits.

COVID produced an anomaly- financial and medical impact for students last year.

We are committed to listen to the students needs over the summer,

Fall 2021- Welcome to the Hawk Family 200 high schools represented, including Charles Flowers H.S. & Baltimore Community College

Continuing to engage international students

Bringing them to campus

If they have approved vaccinations, they will be welcomed.

New Student orientation: virtual, learning modules, interactive videos, and block scheduling.

Freshman week- face to face, 1 week, college readiness and academic support.

Water quality: there will be a water quality assessment at the end of the facilities assessment.

Admissions and Financial Aid teams- fiscally sound enrollment increase we are expecting in the fall.

We are heading in the right directions, even with cares funding, and fiscally in the right direction

Dr. Brown: Proposals requiring FA approval: for a Lower division, stand-alone Certificate of Entrepreneurship Second chance Pell grant experiment. Would be available to home campus students as well. 15 credits of existing courses.

One adjunct might be required for ECI. Guaranteed 15 students per term will cover all incremental costs.

The Motion has been made. Is there any other proposal documentation? Yes, there is a full proposal. Dr. Brown will send to Primus for review.

Call for the vote: 51 yes, no response 32. Passes

The proposal is now going on to MHEC

We will have final meeting over the summer, and waiting for implementation, and over the summer

There are a number of changes hung up in e-form processes, working on a new format.

Dr. Grace Namwamba will take over for the initial meeting, and then the committee will vote.

CUSF report

"We all need to do our best to assure that the budgetary process that starts now on the campuses and finishes up with the governor proposing a state-wide budget to the legislature this coming January works to assure that UMES ends up with the funds that it needs for good campus operation, good campus maintenance, good campus support of staff and faculty and, most important, good support of all of our students, undergraduate and graduate,, whatever their earlier academic background and whatever their current level of academic success.

" It has never been the goal of UMES to graduate students simply at a fixed pace, but rather to assure that, when they do become UMES graduates, they all have the skills needed to succeed in their post-UMES work and to be excellent ambassadors to the world that a UMES degree is something truly worth having.

Each year, each administration on each residential campus determines for that year who participates in this process on the campus level and what level of participation the participants are allowed. If any of us are to be involved in the process this time around at UMES, I am sure that those involved will be appropriately informed." Bill Chapin

Results for the faculty assembly elections 2021-2022

Parliamentarian: Joseph Bree

Treasurer: Willie Brown

Secretary: Donna Satterlee

CUSF Rep of the Faculty Assembly: Lashawn Nastvogel and Bill Chapin

Chair Elect 2020-2021 Tiara Cornelius

Approximately 83 attended the faculty assembly meeting.

Dr. Khoza thanked everyone for a great year as chair of the Faculty Assembly

Dr. Brown thanked Dr. Khoza for her efforts for the year.

12:03 ended and began the Senate meeting