

**Joint Faculty Assembly and UMES Senate Minutes**

May 14, 2024

In person Frederick Douglas Library Auditorium

Virtually through Google Meet

1. **Welcome and Call to Order**

* Meeting started at 11:10 AM
* Meeting was called to order by Dr. Joyce Bell
* 20 people in-person; 128 people online

1. **Approval of Minutes**
   1. **Faculty Assembly April 4, 2024 Minutes**

* Mr. Joseph Bree moved to approve minutes; seconded by Dr. Joyce Bell
* All in favor of approving minutes – None Opposed, No abstention
  1. **Senate April 16, 2024 Minutes**
     + Dr. Joyce Bell moved to approve minutes; seconded by Mrs. Tselate Talley

1. **Today’s Business**

* **Updates from the Office of the President (Dr. Heidi Anderson)**
  1. **Shared Governance.** 
     + *Veterinarian Science Program*- Advocacy efforts by President Anderson and Dr. Kairo has paid off for the veterinarian science program. Senators Cardin and Van Hollen requested for congressional directed spending for a little over a million dollars and was approved in President Biden's budget. Special acknowledgement to Senator Jim Mathias for his collaboration in these efforts. USDA Secretary Thomas Vilsack acknowledged that this was great news and is exploring avenues to assist with the veterinarian science program.
     + *Walking Trail-* President Anderson thanked Mr. Lukeman Anidu, manager of capital projects on the campus. Mr. Anidu sent President Anderson a detailed report to share highlights of the projects. The walking trail is a phased project. Phase one and phase two have been completed. UMES is awaiting on funding for the next phase which is the design phase. The project was more expensive and complex than initially anticipated. We have been able to get help from a number of sources for it. Hopefully more details to come in the fall.
     + *Flood Mitigation Plan-* This project is also a phased project. It impacts multiple buildings across the campus and not just the Manokin River. Multiple buildings are at various stages of completion. University Terrace is over 90% complete. Kiah Hall is 70% complete. A major problem at the library had to do with the drainage and the pipes that were underneath the ground as the campus is over a hundred years old. This is one of the reasons why the library participants cannot use their parking lot. We hope the issue will be resolved by August. The library was a little more complex than what we anticipated. Another challenge is our electrical grid. We ran into problems with outdated switches connecting to others. The Performing Arts Center has electrical concerns that we weren't anticipating and are being addressed. We are asking for patience and we will continue to bring you updates as you return. The overall project is 65% complete. We secured extra funding from the state to move forward.
* **Updates from the Office of the Provost/Registrar (Dr. Rondall Allen)**
  1. **Provost Faculty Fellows Program: “**Succession plan is near and dear to my heart and I want to make sure that we start utilizing some of the great talent that we have right here on campus.” The Provost Faculty Fellows Program came as a result of people inquiring about leadership development opportunities inside. It is designed to provide you with leadership and administrative experience and is linked to our strategic priorities. You will get a chance to work with a cohort that will work on projects over an academic year. With the inaugural cohort there will be a stipend and professional development funds that will be given to each fellow.
     + *Summer Pilot Program*. The pilot program will begin this summer. The pilot program will admit four fellows. Each fellow will receive a $2,500 stipend over the summer. They will also receive $2,500 in professional development fees. There will also be a course release. The projects for this summer center around student success and enrollment.
     + *Projects.*
       - Student Success. One of the initiatives within our student success strategic plan is how we reimagine our first and second year programming for our first and second year students. That's something that we are doing now in the FYE course, but we are looking at further ways to make students feel they belong. There is also priority for recognition of faculty who help improve student success. A climate survey will be utilized to help us become aware of what’s happening across the campus.
       - Stop-out students. This is an initiative that we have been working on with ReUp. They help us to engage students who have stopped out. We are known for access, affordability and achievement. We want to make sure for those who have stopped attending for whatever reason that we open the doors for reentry. How do we make that easier for the student to return.
       - Fellows will work on developing a process map guidance document to assist others with understanding how the process works.
     + *Fall Inaugural Cohort*. The inaugural cohort will start in the fall. If you cannot apply for the summer, you can always apply for the fall. The hope is to have at least four to eight fellows for the fall. There will also be projects. A $2,500 stipend per semester, course release each semester, and $2,500 in professional development funds for that academic year will be awarded.
     + *Application Guidelines*. All full-time faculty are eligible to apply. The fellow program is not open to adjuncts. Deans are not eligible to apply as they are assisting with the project. The deadline to apply is May 28, 2024. A response will be given by June 3, 2024. The program is June 10-August 12, 2024. In your application packet, please include:
* Letter of interest that includes your career goals, your interests, and academic leadership interest in one of the projects.
* Contact information
* Copy of your curriculum vitae
* One-page document that your dean and the chair will need to sign for you to participate in the program.
  1. **Question**: Is this opportunity only open to faculty? **Response**: Currently yes, but the provost will look into developing an opportunity for staff who aspire to assume a leadership role.
* **Updates from Admissions and Recruitment (Mr. Darryl Isom, Director of Admissions and Recruitment)**

1. Admissions will be recruiting throughout the summer. FAFSA has impacted the numbers this year, but the admissions and recruitment team has been holding a good pace.Numbers at a glance:

* 935 Total confirmed:
  + 827 Freshman
  + 108 Transfer Students
* We are projecting another 200-250 confirmed new students before August bringing a class of over 1,000 students.
* 123 HBCU Initiative- important in that we give in state tuition to students who live in states/areas with no HBCUs
* 67 online students confirmed and that number will project to grow to over 112 as these students typically register late.
* Summer Bridge- 117 Confirmed and projected to grow
* Overall enrollment growth is 13%
* 8,758 applicants this year compared to 7, 869 applicants last year- 10 % increase of students applying

1. **Questions:**

* Can you tell us how that compares to this time last year? Response: There were 912 new students last year.
* And the second thing is you mentioned online students. Is that a category we have now fully online? We'll take all courses online programs. Is that what that means? Response: All students that are pursuing online courses either a degree online or just taking an individual course online.
* **Graduation Ceremony Updates (VP Latoya Jenkins, EMSE)**

1. VP Jenkins provided further information on enrollment. For the upcoming fall semester, applications were up 50%. Compared to last year, we are up over 700 undergraduate applications. 915 deposits have been received. We had 930 new undergraduate students. This time last year, we were at 793 paid deposits. We are already almost 200 over.
2. Commencement:
   * We will have close to 240 graduates, Friday, May 17,2024. A full-dress rehearsal is schedule today, Tuesday, May 14, 2024 in Hytche Arena @ 2:00 PM to prepare students for commencement. Doors will open at 8 AM. Breakfast will be served to respective groups. Faculty will be preparing in dressing room. Students will be preparing in the SSC Ballroom. The processional will start at 10 AM. There will people available to greet faculty and to make sure you have what you need. We will also be working in the SSC with the students. We will have everything they need. We have wonderful surprises from key constituents around the state of Maryland and even nationally and so you will see enhancements to our commencement program.
3. **Question:** How does our graduate rate and numbers compare to last year’s numbers? Response: We will continue to look at the data and will report after final grades. Dr. Wiggins will provide the final numbers.

* **Faculty Handbook (Dr. Lakeisha Harris, Dean of Graduate Studies)**
  + Faculty Handbook Committee was co-chaired by Dr. Harris and Dr. Joyce Bell. There has been 3 years of work on the faculty handbook. A draft is ready for review and will be uploaded to the drive. The chairs will bring all comments together for review. Special thanks to Deborah Lepore for her assistance.
* **Faculty Assembly New Officers: 2024-2025 (Dr. Joyce Bell)**
  1. Chair- Dr. Amy Hagenrater-Gooding
  2. Chair-Elect-Dr. Linda Johnson
  3. Parliamentarian- Mr. Joseph Bree
  4. Secretary- Dr. Etahe Johnson
  5. CUSP- Dr. Weiwei Zhu-Stone, Dr. Leslie West
* **Standing Committee Updates** 
  1. **Academic Standards (Dr. Grace Namwamba)**
     + **Upper Division Certificate in Business Analytics (Management and Accounting)- New Program-** 
       - Motion to approve by Dr. Yuanwei Jin; seconded by Dr. Ayodele Alade
       - None opposed, one abstention, Motion Carried
     + **Bachelors of General Studies (Addition of online modality (non-substantial modification)**
       - Motion to approve by Dr. Leesa Thomas-Banks, seconded by Mr. Joseph Bree
       - None opposed, no abstentions, Motion carried
       - Some changes, degree audit to make it more flexible, 45 Electives and 35 lower-level electives

1. **Faculty Concerns Committee** **(Dr. Amy Hagenrater-Gooding**)- The concern about salary, work overload was discussed during committee meeting. Adjunct pay was also amended. The new salary study would begin this summer. As a reminder, if you're attempting to apply for a sabbatical make sure that you get that application in for spring 2025 by the end of this month which would be eight months prior to the start of the sabbatical. We continue to evaluate and examine the faculty evaluation process. The final step in your self-evaluation is meeting with the chair to look at your goals and see how you did in terms of meeting them this year.

* **Senate Update (Dr. Leesa Thomas-Banks)**
  1. Message from Chief Mark Tyler read by Dr. Malkia Johnson- Regarding the training this summer, we will have a campus wide shooter exercise toward the end of July that will include our administration and several of our allied police agencies. The monitor for the event will be MEMA. We are waiting for dates from MEMA to schedule the exact date for the campus. Also, we will have the Baltimore FBI Office do their two hour active shooter education presentation for the faculty and administration during the training for the Fall semester. This should occur during the return to campus week. If you have any questions or need any additional information please reach out to Chief Mark Tyler.
* **Senate New Officers: 2024-2025 (Dr. Leesa Thomas- Banks)**
  1. Senate Chair- Dr. Malkia Johnson
  2. Vice Chair- Dr. Etahe Johnson
  3. Secretary- Dr. Tiara Cornelius
  4. Parliamentarian- Ms. Donna Price

1. **Announcements – All Members of Senate**
   1. Plan to have cool pool opened in the summer- Monday-Thursday- 10AM-2PM- there will be life guards.
   2. Faculty Performance Survey released for August 2023-May 2024 (Dr. Wiggins)
2. **Adjournment**

* Motion to Adjourn by Mr. Joseph Bree, seconded by Dr. Joyce Bell
* Meeting Adjourned around 12:07 pm