

University Coordinating Council
September 25, 2015
Fall Semester Mtg #2
Approved 10/09/15

Attendees: Chancellor Black, Nathan Ernst, Chris Johnson, Mark Kanake, Isabel Miera, Jeff Romano, Marc Seigar, Julie Slowiak
Excused: Rodger Brannan, Joel Youngblom
Guest: Jason Davis, Sarah Hatfield

The meeting was called to order by Marc Seigar, Chair. The minutes of September 11, 2015, were approved.

Information Sharing

Jeff Romano, Staff Council, Vice Chair

The Staff Council continues their partnership with UMD Human Resources & Equal Opportunity to work on onboarding new employees. A survey will be distributed to new employees to gather feedback on their onboarding experiences. A social was held after work hours at the Tavern with individuals from the Faculty and Staff Councils. The discussion focused on communication that can reach all working groups. As an example there are working groups that do not have an office or access to a computer. Supervisors will begin posting information near time clocks. The social is scheduled for the third Thursday of every month at 4:00 p.m. Each member of the Staff Council chooses a governance committee to monitor and report on during the academic year. A Staff Assembly meeting is scheduled for October with two meeting times available. The Director of Human Resources & Equal Opportunity and the Vice Chancellor for Finance & Operations will be invited to a meeting in the fall. Chancellor will be attending the next Staff Council meeting.

Chancellor Black

Chancellor has met with many campus groups (i.e. department heads, directors, councils) and continues to focus on greater communication and transparency. This includes a newsletter with updates on current happenings. He is optimistic with the campus requests, but it depends on the legislature and state budget surplus. The Governor's Office may push for a sizeable bonding bill as the state has a lot of cash on hand. The Chemistry and Materials Sciences (CAMS) building is the number one building on the priority list with HEAPRA number one on the list for bonding. Chancellor stated UMD staff, faculty, and students need to lobby. The best case is full funding of the priorities (2/3 state; 1/3 UMD); \$4m would assist in renovating A.B. Anderson Hall. On Monday, September 29, 2015, a news conference is scheduled by the former UMD coaches of women's hockey, women's basketball and softball. The Chancellor stands behind the decisions made regarding these positions and has received very positive feedback with the new coaching staff. Angie Nichols, Director of Gay, Lesbian, Bisexual, and Transgender (GLBT) has resigned.

Nate Earnst, Student Association, President

The Student Association has a full congress this academic year. This may be due to the increased public relations during bulldog week. Transparency and making change was pushed during the first week on campus. The remodeled Kirby and its open office space help visibility. The *Statesman* will host a mayoral panel or debate around the new garage space so students can communicate with the new candidates. It's the students' opportunity to ask questions such as how does the mayor's office and city council affect students.

Academic Affairs is personally surveying students on the grading efficiency for faculty. National Student Satisfactory Inventory indicated a large discrepancy on the feedback students receive from faculty. As an example students may not know grades by mid-terms. Students spoke to the deans last fall regarding what is timely feedback and will continue to work with faculty to find common ground and are there specific scenarios within a school or college. Marc as a faculty member reports grades for students who don't perform well, but it takes much time to report grades for all students. Can this be made a policy? Mid-term exams and homework may take a month before a student receives a grade. Students are concerned the culture is more focused on faculty research rather than the students. This can make an impact on retention. Up to two weeks is an acceptable timeframe for students to receive assignment results. Chris Johnson suggested Nate read an article in the Chronicle regarding university faculty make assignments explicit and transparent. This may help with the issue of faculty and timeliness of grades. Isabel Miera asked what needs to be implemented for faculty to return assignments within 2.5 weeks. The Council advised Isabel to begin with the Faculty Council and the Teaching and Learning Committee.

Student Educational Experiences, Isabel Miera, Interim Chair

A meeting scheduled is yet to be determined. The committee may focus on issues such as parking, tailgating, and also recommended procedures for governance and UCC in general. The Student Association Vice President of Administration and Finance and the fund allocation committee has \$72k (\$68k fall semester and \$4k spring) in funds to distribute to Kirby approved student groups.

Campus Athletic Committee, Mark Kanake

Mark is attending on behalf of Rodger Brannan. The Athletic Committee is scheduled to meet on Thursday, October 8.

Strategic Planning & Budget Committee, Chris Johnson, Chair

The committee is scheduled to meet on Tuesday, October 6th at 1:30 p.m. Agenda items include the FY16 budget allocation letter, budget planning, and strategic planning initiatives.

Teaching & Learning Committee, Julie Slowiak, Chair

The committee met on Wednesday, September 23, 2015. The UMD campus does not currently have a policy that outlines how Satisfactory/Not Satisfactory (S/N) grading is handled. There was language that addressed S/N grading in the 2007-2009 course catalog, but that language did not make it into subsequent course catalogs and was not converted to a formal policy. UMTC is revising their policy, and so Dr. Pepper distributed a draft S/N grading policy from the other campuses for initial discussion and review, as a means to get conversation started about our own S/N policy. Dr. Pepper will present proposed S/N grading policy for the UMD campus at the 10/7/15 meeting.

Dr. Schokker provided an update on the proposed Teaching Commons. Members from the Faculty Council, Teaching & Learning Committee, and the Academy of Distinguished Teachers will serve on a task force to work with Dr. Schokker to coordinate efforts and provide recommendations for a Teaching Commons. Dr. Schokker will draft a proposal for next steps moving forward.

Faculty Council, Marc Seigar, Chair

The Faculty Council the week of September 14th. Jerry Pepper and Jennifer Mencl attended the meeting to discuss liberal education. The Council is gathering information concerning liberal education and the process of creating new liberal education courses as it's a long and cumbersome process to complete.

Constitution

The Faculty Council organizes the Faculty Assembly meetings, but it doesn't specifically state in the Constitution that the Faculty Council should chair the assembly meetings. The Council is similar to an executive committee of the assembly, but the language isn't specifically stated in the Constitution.

Academic Calendar

The faculty is working on a draft academic calendar to be proposed to Administration by the end of the semester. They are asking for feedback and it was suggested a student and staff be included in the discussion as well. A UCC representative expressed concern with a student representative attending the Faculty Council meeting. While transparency is appropriate could a conflict arise with the discussion and be problematic for a student. In the past a student attended a Faculty Council meeting and collaborated on the issue at hand then left the meeting.

Strengths at UMD

In the past year faculty met with President Kaler and the conversations weren't productive. Recently Molly Harney and Marc Seigar visited President Kaler with the goal of changing the conversation to the strengths at UMD and create a positive impression. The discussion included budget, strengths at UMD and also "centers of excellence" and Molly discussed early childhood in education. Jeff Romano indicated when President Kaler visits our campus the Staff Council's strategy is to encourage positivity.

New ad hoc group

The Faculty Assembly will move forward with an ad hoc group to focus on marketing and how we present ourselves to the world. The group would involve the campus community with representatives from colleges. Chris Johnson indicated the ad hoc group could attend the Strategic Planning & Budget Committee to share information and possibly the group should have a strategic planning member included as well. Other members suggested include a representative from the Teaching & Learning Committee, Faculty Council, Research and Scholarship Subcommittee, Grad Council and possible five additional members.

Campus Committee/Working Group Inventory, Jason Davis

Jason Davis, former Staff Council Chair, attended the UCC meeting to share information on the Campus Committee/Work Group Inventory. Jason had distributed an email to Administration and the Council of Deans and Academic Administration (CODAA), and the business announce email distribution requesting submittal of current campus committee and working groups that are outside of governance. Information has been gathered, but no decisions have been made regarding the data. As an example the Accessibility Technology Team works with Human Resources and Equal Opportunity, Kathryn A. Martin Library, and the Information Technology Systems Services (ITSS) and campus decisions such as t-coil in classrooms and buildings are made in this working group. Staff and faculty should know if changes are being made to classrooms.

Should the committees or working groups report to a venue in the governance structure? The Web Advisory Committee could report at the Strategic Planning & Budget Committee meeting.

Chancellor suggested reviewing the current list of committees/working groups for discussion at the next meeting. The list should contain committees and workings groups that meet specific attributes (i.e. decision making, cross-departmental). If a committee or working group wants to affect policy what is the process?

Campus Governance Procedures

The purpose of the spreadsheet is to share motion status with the campus community. The actionable item is listed on the spreadsheet and appropriate links are added that tie to the committee minutes that discuss that particular issue. The spreadsheet is cumbersome, but also could be extremely useful in locating motion statuses, and the availability to campus would promote transparency. There are concerns as to who would maintain the spreadsheet. There is nothing in conflict with the process and the Constitution. In tracking the status of motions a cover page containing a final approval signature may be helpful as well.

New Business

There were no new business items.

Adjourn 4:20

Wendy J. Larrivy