

2001-2002 Minutes: CUSF General Meetings

MINUTES

CUSF GENERAL MEETING at UMBC

SEPTEMBER 17, 2001

Delegates Present:

Dr. E.W. Chapin (Chair); Drs. J. Organ and N. Petulante (BSU); Dr. A. Arthur (CSC); Drs. R. Ashkeboussi and M. McClive (FSU); Dr. D. Parker (SU); Drs. P. Alt and M. Siegel (TU); Drs. M. Eghbal and S. Gibson (UB); Drs. R. Chenette and S. Havas (UMB); Dr. F.-S. Choa (UMBC); Dr. J. Collins (UMBI); Dr. R. Morgan (UMCES); Drs. V. Brannigan and C. Smith (UMCP); Drs. B. Noonan and D. Spinner (UMES); Dr. E. Shafer (UMUC).

Alternates Present: none

Delegates Excused: Dr. M. Diriker (SU); Dr. B. Laufer (TU); Drs. C. Burry and S. Siegel (UMB); Dr. K. Olson (UMCP).

Delegates Absent: none

USM Representative: Dr. T.J. Bryan, Associate Vice Chancellor for Academic Affairs

The meeting was called to order by Dr. Chapin at 10:00 am

We were welcomed by Dr. John Jeffries, Chair of the UMBC Faculty Senate. Dr. Jeffries noted that he had been a member of the committee that originally established CUSF, and that he was particularly gratified with the present state of CUSF.

Those in attendance then introduced themselves, going around the table.

Dr. Chapin then called for a minute of silence in memory of the victims of the September 11 terrorist attacks.

Dr. Chapin announced that, as far as is practical, CUSF materials will be distributed electronically, with a limited number of printed copies available at the meetings.

At 10:10 am, UMBC Provost Dr. Arthur Johnson arrived and presented greetings on behalf of President Hrabowski, who was tied up in another meeting. Dr. Johnson said that he had been a CUSF chair in the mid-80s, and still has a high regard for CUSF. He encouraged us to communicate frequently with campus Senate Chairs. Dr. Johnson said that the search for the new Chancellor would be an open one, in accordance with the Governor's wishes. He said that the Chancellor Search Committee had not yet met. He urged us to be sensitive to students' feelings about the recent terrorist attacks. He reminded us about the importance of efforts to clarify and improve the status of non-tenure track faculty. Finally, he said that CUSF should be concerned about faculty governance. Dr. Johnson's remarks were received with appreciation and applause.

The minutes of the June 18, 2001 CUSF meeting were approved unanimously as submitted and without discussion

Chair's report:

Dr. Chapin said that he had attended many meetings over the summer. He said that CUSF still has a number of old issues that need to be resolved. One of these is the policy on alcohol and drug abuse. Unwelcome changes in the CUSF-approved draft policy have been proposed by John Anderson in the Attorney General's office. Dr. Chapin was pleased to note that Dr. Martha Siegel (TU) had been added to the Chancellor Search Committee by the BOR in response to a CUSF request.

Dr. Chapin reminded us that shared governance implementation plans had been accepted by the Chancellor from all campuses except UB, UMB, CSC and BSU. The presidents of these four campuses will soon be meeting with the Chancellor in Adelphi to discuss what progress, if any, has been made. UB has greatly improved its policy, according to UB Faculty Senate Chair Dr. Lee Richardson. There has been no progress at UMB, BSU and CSC, however. The first of these meetings, with the president of UB, was scheduled for September 18 at 8:30 am. Dr. Gibson agreed to go to this meeting.

Another important matter is increased CUSF involvement in USM financial planning. Dr. Parker circulated a handout from Dr. Diriker and encouraged us to join on the CUSF Legislative Affairs Committee. Dr. Diriker has urged CUSF to greatly increase its involvement with the legislature.

Another important issue for CUSF is the status of part-time and full-time non-tenure-track faculty. Dr. Chapin noted that there are many different types of such faculty, some of which (e.g., clinical faculty) are doing exactly what they want to do, while others are poorly treated by the campuses. Some campuses give benefits to their full-time non-tenure-track faculty, while others don't. One problem is that USM has two different, simultaneously operating, financial systems. One of these is a holdover from the days before USM was constituted.

General education will also be a major issue this year. Dr. Chapin briefly described two examples of UM students who were surprisingly ignorant, to illustrate the point that we need to do better with general education.

Report from System:

Dr. Bryan referred to handouts which had previously been distributed electronically and she also brought a few printed copies to the meeting.

The proposed revisions by John Anderson of the Attorney General's office to the CUSF-approved Drug and Alcohol policy for faculty were the subject of a long and lively discussion. It was generally felt by all that the revisions were not in keeping with the policy that had been approved by CUSF. Dr. Brannigan proposed a motion which objected strenuously to some of the changes. This motion was seconded by Dr. Gibson, and a discussion followed. Dr. Chapin reminded us that the BOR Educational Policy Committee had approved the CUSF-supported policy in March, but the full BOR has not yet acted. Dr. Bryan suggested that a small group of us meet with Mr. Anderson to voice our objections. After some further discussion the question was called and the motion was approved by a vote of 16-3 with no abstentions. The text of the approved motion is as follows:

As a matter of principle, CUSF is opposed to any punishment or discipline imposed on faculty for actions that do not impact directly on the workplace. Society sets out in its laws the suitable penalties for violation of laws and charges judges, not universities, with imposing these penalties for such actions.

Dr. Chapin called for us to postpone further discussion on this issue until lunch break, in order to let Dr. Bryan finish her report.

Dr. Bryan discussed the next steps to be taken to improve the status of the non-tenure-track faculty. A USM committee has already examined and suggested revisions to the current titles for these faculty. She is in the process of assembling a new committee to prepare a new policy on the treatment of these faculty. She wants to include a part-time faculty member from UMCP on this committee. Dr. Chapin noted that there is some disagreement among CUSF members on what should be done. While we support rights for part-time faculty, we are also concerned about the erosion of tenure. The CUSF constitution currently says that only full-time faculty (including non-tenure-track) can be CUSF members. The question of whether we should also include part-time faculty has not been addressed. Dr. Bryan said that the status of part-time faculty will be an issue to be discussed at the upcoming Chairs Conference, to be held November 5-6 at UMUC.

Dr. Bryan concluded her report by briefly presenting the report on the OCR agreement, the minority achievement plan, the MHEC financial aid study, revision of the USM admissions policy, general education, chairperson's conferences, faculty awards deadlines and the policy on honorary degrees. Dr. Ashkeboussi asked about the status of the proposed sick leave bank policy, and Dr. Bryan said it is currently being reviewed by USM.

Dr. Chapin asked for a volunteer to go to BOR Finance Committee meetings. Drs. Eghbal and Alt agreed to share responsibility for this. Dr. Chapin noted that Dr. Diriker had previously agreed to represent CUSF at MHEC-FAC meetings.

A lunch break was called at 12:30 pm, during which further discussion of the proposed Drug and Alcohol policy took place.

The meeting resumed at 1:00 pm. Several motions on the proposed Drug and Alcohol policy were proposed but not seconded. A vigorous discussion ensued. Dr. Bryan suggested once again that we meet with Mr. Anderson to voice our objections to the changes which he proposed. Dr. Brannigan proposed another motion, which was seconded and unanimously approved after incorporating friendly amendments from Drs. Havas and McClive. The text of the motion is as follows:

CUSF opposes random drug testing in the form proposed in the amended document. The amended document also has problems and inconsistencies in the areas of "drugs", "workplace", "impairment", "sensitivity" and "conviction". We feel that these issues could be resolved in negotiation prior to formal presentation of the document. CUSF is prepared to engage in such negotiation.

The meeting adjourned at 1:35 pm.

MINUTES

**CUSF GENERAL MEETING at UMCP
OCTOBER 16, 2001**

Delegates Present: Drs. Chapin (Chair), Parker (SU), Gibson (UB), Collins (UMBI), Womack (SU), Brannigan (UMCP), Noonan (UMES), Burry (UMB), Chenette (UMB), M. Siegel (TU), Smith (UMCP), Choa (UMBC), Petulante (BSU), Shafer (UMUC), Alt (TU), Olson (UMCP), Diriker (SU), Laufer (TU), Ashkeboussi (FSU), and Arthur (CSC).

Alternates Present: none

Delegates Excused: Drs. McClive (FSU), Havas (UMB), S. Siegel (UMB) Eghbal (UB), and Morgan (UMCES).

Delegates Absent: Drs. Spinner (UMES) and Organ (BSU).

USM Representative: Dr. Charles Middleton, Vice Chancellor for Academic Affairs

The meeting called to order at 10:05 am. Dr. Brannigan introduced UMCP Senior VPAA and Provost Dr. William Destler, who welcomed us. Dr. Destler talked about the effects of the recent hurricane, and also noted that UMCP lost two students in the terrorist attacks of September 11. He answered a few questions from the members, then left the meeting at 10:25 am.

The minutes of the September 17, 2001 CUSF meeting were approved unanimously, with one minor correction.

Chair's report

Shared governance: Dr. Chapin reminded us that shared governance implementation plans had been accepted by the Chancellor from all campuses except UB, UMB, CSC and BSU. The presidents of these four campuses, along with representatives of their shared governance bodies, have been meeting with the Chancellor in Adelphi to discuss what progress, if any, has been made.

Drs. Chapin and Middleton summarized the results of these meetings. UB's policy has greatly improved, and is likely to be approved. BSU President Lowe seems to understand what needs to be done and willing to make the necessary changes. Open communication between BSU administration and faculty remains a problem, however. The situation at CSC remains in doubt, but not hopeless. There are still serious problems at UMB, particularly in the Schools of Medicine and Nursing, in that the governance bodies are not truly representative of the faculty. The UMB Senate is scheduled to meet on October 17 to decide how to advise President Ramsay on the state of compliance in the various schools within UMB. Dr. Middleton is waiting for the results of this meeting before taking further steps.

Alcohol and Drug Policy: Dr. Middleton said that the BOR wants to have two separate but identical policies for faculty and for staff. The outcome is still in doubt. The next full BOR meeting is scheduled for December 7 (at UMB); this issue is not currently on the agenda.

Sick leave bank: Dr. Chapin said that Dr. Bryan is already at work on this. she has requested a CUSF co-worker to work with her, and Dr. Ashkeboussi had already agreed to do this.

Committees:

All CUSF delegates are strongly encouraged to join at least one CUSF committee. Dr. Chapin said that, as far as possible, members should serve on the committee(s) they are most interested in. Dr. Chapin asked specific members to convene the following committees, and to report back after lunch break.

- 1) Dr. Parker, Academic Affairs. Main concerns include improvement of secondary education and the problem of imparting a minimum general education to our graduating students.
- 2) Dr. Gibson, Faculty affairs. Main concerns are shared governance, COMAR and the drug and alcohol policy.
- 3) Dr. Collins, Financial Affairs. Main concerns are coping with reduced state revenues and paying attention to campus financial processes.
- 4) Dr. Diriker, Legislative Affairs. Main concerns are following bills that we need to pay attention to (e.g., whistle blowing, statute of limitation on grievances).
- 5) Dr. Arthur, Nominations. In addition to the usual function of selecting nominees for next year's CUSF Executive Committee, this committee will complete the review of the CUSF Constitution and Bylaws, and make recommendations for changes.

System Report

In the absence of Dr. Bryan, who was participating in a Middle States Association visit at SUNY in Syracuse, the System report was given by Dr. Middleton. There were no handouts. Dr. Middleton reported that the System is against an effort by some members of the Maryland General Assembly to write COMAR (Code of Maryland Regulations), dealing with faculty workload questions such as how many courses are faculty required to teach in order to be considered full time. Regarding Intellectual Property Rights, the question of joint appointments and sharing of patents among campuses is under review. Development of the USM policy to deal with this issue is on schedule. Campus documents are due soon, and the new USM policy will take effect on July 1, 2002. The intercampus biosciences workgroup is involved in this.

Dr. Middleton reported that the Shady Grove Center is doing very well. UMCP currently has a two-year contract to manage it. The Hagerstown project is still being developed. Its new building is on hold pending funding, and it is not yet decided who will manage it. Dr. Ashkeboussi explained that we had expected FSU to get first shot at offering courses and managing the Hagerstown Center. Dr. Ashkeboussi also raised the issue of whether or not the System considers the issue of cannibalization when permitting program offerings in these centers, as these programs could have negative impact on existing programs offered by other System institutions. Dr. Middleton indicated that although it is conceivable that existing FSU programs in Hagerstown could easily move into the new Center, the program offerings in Centers ought to be competitive and open to all institutions. Dr. Middleton said that the issue of management of the Hagerstown Center was not yet decided and that further discussion will be needed. A general discussion of the role of the Centers followed. The question of the Eastern Shore Higher Education Center was brought up. This is a proposed consortium of SU, UMES and three other colleges on the Eastern Shore. It is not a USM institution. Dr. Middleton said that there are concerns, and that more information would be available in about two weeks. Then the general discussion on the role of inter-institutional USM centers resumed.

Finally, Dr. Middleton said that a USM committee on full-time and part-time non-tenure track faculty has prepared a new draft policy. The BOR is adamant that non-tenure track faculty are mistreated on some

campuses and that significant reforms are needed this year. A discussion followed.

Afternoon Session

At noon, Dr. Chapin called for a lunch break, during which the CUSF committees would be convened and decide on their agendas for the coming years. Following lunch, the committee memberships and agendas were reported as follows:

Financial Affairs: Drs. Alt (TU), Womack (SU), Eghbal (UB), Chenette (UMB) and Petulante (BSU). The chair has not yet been selected. The agenda includes allocation of resources.

Membership-Constitution-Bylaws: Drs. Arthur (Chair, CSC), Laufer (TU), Collins (UMBI), Chenette (UMB), Eghbal (UB) and possibly former CUSF member Dr. Joyce Currie Little (TU). Dr. Chapin noted that committee members do not need to be CUSF members.

Faculty Affairs: Drs. Brannigan (Chair, UMCP), Gibson (UB), Olson (UMCP), Ashkeboussi (FSU), Shafer (UMUC), and S. Siegel (UMB). The agenda includes a shared governance audit (one significant issue will be selected and examined in depth), COMAR (working with Dr. Middleton), the drug and alcohol policy (working with Dr. Bryan) part-time versus full-time faculty, and obtaining faculty salary information in a useable format.

Academic Affairs: Drs. Parker (Chair, SU), Noonan (UMES), M. Siegel (TU) and Alt (TU). Dr. Parker will contact campus representatives. Dr. Noonan will deal with K-16 issues.

Legislative Affairs: Drs. Diriker (Chair, SU), Burry (UMB), Choa (UMBC) and Smith (UMBC).

Unassigned: Drs. Organ (BSU), McClive (FSU), Havas (UMB), Morgan (UMCES) and Spinner (UMES), who were not present at today's meeting, do not yet have a committee assignment.

Other business:

Dr. Olson asked about sabbatical policies. He noted that policies have little meaning if they can be overridden by department chairs.

Dr. Martha Siegel reminded the members that she is now a member of the Chancellor Search Committee. She asked for nominations from CUSF and other faculty. It appears that the search will not be very open.

The meeting adjourned at 1:20 pm

MINUTES

CUSF GENERAL MEETING at SU NOVEMBER 15, 2001

Delegates Present: Drs. Chapin (Chair), Parker (SU), Collins (UMBI), Womack (SU), Brannigan (UMCP), Noonan (UMES), Chenette (UMB), Diriker (SU), Olson (UMCP), Havas (UMB), S. Siegel (UMB), Eghbal (UB), Gibson (UB), Morgan (UMCES), Spinner (UMES), Organ (BSU), Burry (UMB), Arthur (CSC), Berge (UMBC) and F. Alt (UMCP).

Delegates Excused: Drs. M. Siegel (TU), Smith (UMCP), Choa (UMBC), Shafer (UMUC), P. Alt (TU), Laufer (TU), Ashkeboussi (FSU), McClive (FSU), Dr. Petulante (BSU) and Sita (UMCP)

Delegates Absent: none

Alternates Present: none

USM Representative: Dr. T.J. Bryan, Associate Vice Chancellor for Academic Affairs

Dr. Chapin opened the meeting at 10:05am. The minutes of the October 16, 2001 meeting were approved unanimously by voice vote after two corrections to the attendance list.

Chair's Report

Dr. Chapin said that there was relatively positive news concerning the proposed new policy on benefits for domestic partners. The BOR is actively working on this policy.

Dr. Chapin reported that implementation of the Shared Governance policy was on the agenda at the November 14 BOR Educational Policy Committee. UMB President Ramsay was unable to present a complete implementation plan for his campus because of persistent problems in the School of Medicine. The BOR voted not to approve the plan presented by Dr. Ramsay.

Drs. Bryan and Chapin testified on COMAR at the November 13 MHEC meeting. USM, with the full support of CUSF, is seeking an exemption to MHEC's mandate that at least 50% of courses be taught by core faculty. Furthermore, we oppose MHEC's proposals to define what a full-time course load is, and to change the definition of full-time faculty. There was also some objection to MHEC's requirements for library holdings.

Members of the Maryland General Assembly are leaning toward a need-based approach, rather than a merit-based approach, to financial aid. Dr. Chapin called on Dr. Bryan, who presented further information and led a discussion on the issue.

The Chair's report was interrupted at 10:25am by the arrival of SU President Janet Dudley-Eshbach. Following an introduction by Dr. Parker, Dr. Dudley-Eshbach welcomed CUSF and stated that she was in favor of both shared governance and collective bargaining. She announced that FSU staff had chosen AFSCME as their bargaining agent, while the FSU police were split between AFSCME and another union. She expects that SU staff will also vote in favor of collective bargaining. Dr. Chapin asked her to comment on the large number of requests for overlapping reports. She expressed concern regarding the many and sometimes duplicative reporting requirements from federal agencies, the USM, MHEC, and other state agencies. Reporting requirements often seem exceedingly burdensome. There was a mass movement of sympathy for this position at the last president's council meeting. President Dudley-Eshbach's remarks were received with appreciation and applause.

The Chair's report resumed at 10:45am. Dr. Chapin spoke briefly about ongoing discussions on proposals to extend tuition remission exchanges to include community colleges and other institutions. He reported that changes in accreditation rules related to general education and assessment of student learning are likely. A brief discussion on this issue followed. Dr. Chapin was pleased to report that the current UB

and UMES presidential search committees contain more faculty and fewer administrators than has recently been the case in other USM presidential searches. Finally, Dr. Chapin relayed a report from Dr. Smith on the November 12 meeting of the BOR Committee on Technology. The members were pessimistic about the chances for getting more state money in the next two years. Some money has already been given back by the campuses, and this is likely to happen again. The Chair's report ended at 11:10am

There was a brief presentation and discussion on the history of the shared governance issue, with emphasis on problems in certain institutions. The following motion was unanimously approved: "The CUSF is deeply concerned about the continuing failure of the administration of UMB to comply with the BOR policy on shared governance passed in August, 2000. The CUSF requests that the Chancellor and BOR take immediate actions so that UMB is in full compliance with the BOR policy no later than February 1, 2002."

It was agreed that the CUSF Faculty Affairs Committee would meet during lunch break to formulate a motion on sabbatical leave policy for consideration in the afternoon session.

Dr. Collins noted that a bare two-thirds majority of CUSF members were present and requested that we immediately discuss and vote on proposed revisions to the CUSF Constitution which had been prepared by the CUSF Nominations Committee and circulated to the members prior to the meeting. After about fifteen minutes of discussion on specific wording, a slightly modified version of the revised Constitution was approved unanimously. Dr. Collins agreed to prepare a draft of the approved document and send it to Dr. Chapin for distribution to the faculty governing bodies of the USM institutions for consideration and comment. Any feedback received from these bodies will be taken into account prior to a final discussion and vote at the December 19 CUSF meeting. Assuming that CUSF gives final approval at that meeting, Dr. Chapin will ask the BOR to accept the amended Constitution, thus making it official USM policy.

System Report

Starting at 11:50am, Dr. Bryan presented the BOR report on the instructional workload of the USM faculty. This report stimulated a lively discussion. She then presented the Joint Chairs' Report (JCR) on core faculty and increased state funds, followed by the final version of the Statewide Plan for Minority Achievement 2001-2010. She reported that the latest Chairpersons' Conference was very successful, although few evaluations were returned by the participants.

She asked CUSF to tell her the focus for the FY02 Faculty Development Fund. There has been a lot of interest in this Fund during the past three years. There has also been a lot of interest recently in the Elkins Professorship.

At 12:15pm Dr. Eghbal asked CUSF to look into what kind of emergency plans, such as for criminal attacks and natural disasters, exist within USM institutions and whether there is any inter-institutional coordination.

Drs. Burry and Morgan volunteered to serve on the Regents Faculty Awards committee for FY02. Dr. Collins agreed to solicit additional volunteers for this committee and to forward their names to Dr. Bryan.

We then broke for lunch and committee meetings.

Afternoon Session

Dr. Parker reported on the work of the Academic Affairs Committee is underway and that they are waiting for responses from most institutions.

Dr. Arthur reported that the Nominations Committee, having finished its work on the revision of the CUSF Constitution, would begin to discuss possible revisions to the CUSF Bylaws.

Dr. Gibson reported that the theme for the FY02 Faculty Development awards is “Higher Education and Social Justice”.

Dr. Brannigan reported that Dr. Havas is now a member of the Faculty Affairs Committee. Dr. Olson read the revised motion on sabbatical leaves. Following further discussion the following motion was passed by voice vote without opposition: “CUSF requests from each department or unit the policy statements regarding sabbatical leaves and exceptions to teaching loads, including the process by which any faculty member feeling aggrieved by the application of the policy may seek review.”

Dr. Chapin asked the members to inform Dr. Collins of their standing committee membership so that he may prepare a current list for distribution.

The meeting adjourned at 1:30pm.

MINUTES

CUSF GENERAL MEETING at UMBI

DECEMBER 19, 2001

Delegates Present: Drs. Collins (UMBI), F. Alt (UMCP), P. Alt (TU), Arthur (CSC), Brannigan (UMCP), Chenette (UMB), Choa (UMBC), Diriker (SU), Gibson (UB), Havas (UMB), Laufer (TU), Morgan (UMCES), Noonan (UMES), Olson (UMCP), Organ (BSU), Petulante (BSU), M. Siegel (TU), S. Siegel (UMB), Sita (UMCP), Smith (UMCP), Spinner (UMES), Womack (SU), and Morgan (UMCES).

Delegates Excused: Drs. Chapin (Chair), McClive (FSU), Ashkeboussi (FSU), Parker (SU) and Burry (UMB).

Delegates Absent: Drs. Berge (UMBC), Shafer (UMUC) and Eghbal (UB).

Alternates Present: Drs. Garner (SU) and Mumper (FSU).

USM Representatives: Dr. Charles Middleton, Vice Chancellor for Academic Affairs; Mr. Francis Canavan, Associate Vice Chancellor for University Development.

In the absence of the Chair and Vice chair, Dr. Collins was unanimously designated by the delegates present to act as Chair of the meeting. Dr. Sharon Siegel agreed to take notes, with assistance from Dr. Brannigan, and to prepare the minutes.

The meeting was brought to order at 10:05 a.m. Dr. Collins introduced the President of UMBI, Dr. Jennie

Hunter-Cevera. Dr. Hunter-Cevera addressed CUSF with a message that faculty are the most important component of an institution, that it is important to nurture faculty to build the best academic system and that there must be ways to interact with Presidents in a positive way to promote team building. The budget cuts were discussed in light of their effect on the institutions. She stated that the Senate directors have been consulted to help the Presidents make good decisions on the budgets and that she believes funds will and should be taken from the General Fund or there will be a 5% decrease. She does not believe that the COLA that is to be distributed in January will be touched. A conference call this afternoon with all of the Presidents will be addressing the budget. Dr. Hunter-Cevera discussed the “Digital Divide”, recommending that we approach someone like Bill Gates to help fund our technology needs. Dr. Brannigan stated that we must be cognizant of owning or being owned by companies that may provide funding. Dr. Hunter-Cevera recommended that we continue to raise issues that we consider important and that we develop a “Yellow Pages” of “Who’s Who” in Biotechnology. She sees much talent at our institutions.

The delegates agreed that it was very refreshing to interactively dialogue with a President with such a positive attitude regarding faculty and who was open to discussing important issues. This sentiment was overwhelmingly supported by all delegates.

Minutes from the November 15, 2001 meeting

Prior to approving the minutes from the previous meeting, it was suggested that the person proposing a motion not be identified in the minutes unless they chose to be recognized. Discussion followed regarding how the minutes are presented. It was recommended that this be identified on a case by case basis. Discussion ensued that as leaders we should have the responsibility to state our views and be credited with them. There was concern regarding retribution by the administration toward those championing specific issues that are raised in CUSF. It was suggested that site only a “summary” of the minutes be posted on the CUSF web site, while the secretary maintain an accurate accounting of motions including names. Dr. Brannigan recommended that the minutes reflect that “it was moved and seconded” rather than ascribing specific names to motions.

A motion was then made to accept the minutes of the meeting from November 15, 2001. A friendly amendment to the motion was made to return the minutes to the secretary for the purpose of removing certain identifiers of names before posting them on the CUSF web site. Dr. Laufer volunteered to look at Roberts Rules of Order regarding minutes, attributing names to specific motions, having two sets of minutes and to bring this to the next meeting.

The Executive Report

Three guests were scheduled to speak today. The guest from UMBI who was scheduled to speak about the need for sharing of electronic library resources, subscriptions to Journals, etc. was not able to adapt his schedule to fit into the revised itinerary of the meeting. Dr. Middleton presented the System Report, and Mr. Canavan addressed us regarding domestic partners.

A letter from Regent Larson regarding domestic partners (distributed to CUSF delegates later in the meeting) was read. A copy is available for viewing on the USM home page. Specifically, Regent Larson asks several questions: (1) What should be the Board’s disposition on the extension of the current levels of institutional-controlled benefits to individuals in domestic partner relationships with employees of the institution? (2) What should be the Board’s disposition to the extension of System governed benefits to those same

individuals? (3) What should be the Board's disposition to the extension of State governed benefits to those same individuals? They are soliciting the opinions of many groups. While several members of the group expressed disappointment that this matter had not yet been acted upon, Dr. M. Siegel recommended that we listen courteously to Mr. Canavan, read the letter and then act constructively.

Academic Affairs Advisory Committee

Dr. Martha Siegel reported on the IT Policy from the System. It is on the USM web site and this issue is with us to stay. There are ways that the System believes they are helping us. The BOR is putting considerable emphasis on IT for students.

Dr. Siegel has not been informed regarding specific applicants for the Chancellor's position. She believes that members of the Search Committee are such that it will be a legitimate, fair search at the committee level. A number of people were asked to apply but Dr. Siegel believes that the best candidates will be wooed away to other institutions in that we have delayed the date for accepting the applications. It is already known that several institutions that were searching for high level administrators made decisions very quickly (within several days) thus limiting the pool of candidates for our search.

K-16 Work Group

Dr. Noonan reported on the general education requirements that students have when they are admitted and when they graduate. The K-12 faculty are concerned with general education requirements, the art skills and the learning outcomes measurements.

MHEC Report

Dr. Diriker stated that faculty resources were discussed. The community colleges are making responses to higher education on the MHEC Web site. Goal 3 (economic development) and Goal 4 (basic research) will be discussed. They want the faculty responses the 1st week in January.

Guest Speaker Presentations:

1. Francis Canavan, Associate Vice Chancellor for University Development:

He circulated a document that provided the background on past discussions about providing benefits to domestic partners of USM employees as well as the questions being asked by the task force to revisit these issues. The climate has changed in Maryland and the document listed steps that are being taken to address these issues. The task force is readdressing the issue of benefits to domestic partners on three separate fronts: by institution, by the System and by the State. This document and 1996 task force report is found on the USM home page. Individuals may comment on this issue by e-mail to dompart@usmd.edu.

The new task force is requesting information from groups that have not previously had input such as CUSS, Student Council, Diversity Network and CUSF. Comments are welcome from anyone. Vice Chancellor Canavan was sent to address CUSF today by the Chair of this task force to make a formal request of CUSF even though we raised the issue previously. VC Canavan answered questions from CUSF. Further discussion was tabled until later.

2. **Dr. Charles Middleton, Vice Chancellor of Academic Affairs:**

Intellectual Property Policy: A copy was sent electronically to CUSF delegates. The BOR will act on this new revision. The major change in this revision is that there is now a payout to faculty before net revenue. Also this policy says that it privileges campus policies versus the system policy. This means that campus Presidents have the right to make exemptions. It encourages mission driven differentiations on IP policy depending on the campus. The document has sufficient flexibility. This document is a sign post such that if a campus fails to develop a policy, the system policy becomes their campus policy. The prototype document goes before the BOR in February. Following that, campus specific documents must be approved by the Chancellor to ensure they are within the parameters of the overall policy. In this revised policy, contracts will override the policy as long as the President approves this. There is a 30% operational cost fee required after the first \$6,500 is given to faculty and then the split of 50/50 of faculty/institution will occur. Patent policy will be governed by existing statutes.

FTTT and FTNTT Faculty: The BOR has instructed to bring back standard practices in FTTT and FTNTT Faculty. The BOR wants a state of the art policy regarding equity for Instructional faculty. They are considering the student with this new focus. There are 18 best practices that are published on the Web from the committee from last year. They are concerned about PT and NTT faculty being treated equitably. The cost neutral issues for PT and NTT faculty are those regarding having a contact and a space to meet their students.

The proposed common Academic Calendar (sent electronically) is scheduled for approval in January.

A summary report of the Regent's Faculty Award nominations for 2002 was distributed.

The issue of shared governance was raised. The BOR approved the UMB submission with direction to the Presidents to report about the SOM situation. The BSU policy was approved. They announced the selection for the Chancellor.

Information on the budget: There is no intent to reduce the budget, and the COLA is protected and will go into effect as of Jan 1, 2002. We will see modest growth, although next year will be a lean year. There will not be double digit increases.

Committee Reports:

Nomination Committee

Drs. Arthur and Collins raised issues for future action. One issue was regarding the Bylaws. Dr. Collins asked for interest by the delegates in modifying the Bylaws to allow research institutions, such as UMBI and UMCES, to have more than one representative based on numbers of faculty. This would be similar to the teaching institutions. There was some discussion regarding this issue and it will be a topic for future action/discussion.

The strict application of Roberts Rules of Order at CUSF meetings was discussed. The final consensus was that the RRO are intended to facilitate meeting progress and focus discussion yet allow flexibility when

necessary. We will continue to employ Roberts Rules of Order at the meetings.

Term limits for officers were discussed. The majority opinion was that term limits for officer positions should remain as stated in the Bylaws.

The issue of consulting with the Chair regarding the use of CUSF budget funds was raised. It was recommended to bring this issue before the general group for further discussion.

Dr. Diriker recommended that the CUSF officer elections be coordinated with campus Faculty Senate elections of CUSF delegates.

Faculty Affairs Committee

It was recommended that Faculty should not be required to attend convocations on Sundays. Discussion ensued and the overriding opinion was that attending convocation is a required part of the academic contract.

Dr. Smith recommended that an Ad Hoc committee on IPP be formed to review the 30% operational cost fee by the System.

Academic Affairs Committee

The issue of plagiarism or use/violation of copyright should be brought before the Academic Affairs committee. It was recommended that the committee review the system policy (if one exists) and/or to review other institution's prototype documents so that consistent policies exist on all campuses.

Legislative Affairs Committee

Dr. Diriker held the first "virtual" Legislative Affairs Committee meeting. The goal of the committee is to provide awareness of legislative issues at their inception rather than just reacting to issues. It was recommended that we invite a legislator to address CUSF at one of our meetings.

Dr. Gibson was charged to draft a letter stating CUSF's position on domestic partner benefits. An electronic copy will be sent to CUSF delegates for comment. A final letter will be sent to the task force and BOR.

The meeting was adjourned at 2:05 p.m.

Respectfully submitted, Sharon Siegel

MINUTES

CUSF GENERAL MEETING at USM JANUARY 18, 2002

Delegates Present: Drs. Chapin (Chair), Parker (SU), Collins (UMBI), Brannigan (UMCP), Chenette (UMB), Havas (UMB), Organ (BSU), Petulante (BSU), Sita (UMCP), Choa (UMBC), Noonan (UMES), Berge (UMBC), Eghbal (UB), P. Alt (TU), M. Siegel (TU), S. Siegel (UMB), Laufer (TU), Arthur (CSC), Olson (UMCP), and Gelatt (UMUC).

Delegates Excused: Drs. Morgan (UMCES), Gibson (UB), Diriker (SU), Spinner (UMES), Burry (UMB), F. Alt (UMCP) and Smith (UMCP).

Delegates Absent: Drs. Womack (SU), McClive (FSU) and Ashkeboussi (FSU)

Alternates Present: Dr. Garner (SU)

USM Representatives: Dr. T.J. Bryan, Associate Vice Chancellor for Academic Affairs; Dr. Charles Middleton, Vice Chancellor for Academic Affairs; Ms. Linda Vukovich, Director, Office of Budget Analysis

The meeting was called to order at 10:07am. The minutes of the December 19, 2001 meeting were approved with one minor correction.

Chair's report

Dr. Chapin reported that the proposed drug and alcohol policy for staff has been temporarily withdrawn from BOR committee consideration because it is likely to become a matter of collective bargaining concern. There is still some disagreement among the Regents on differences between the proposed faculty and staff policies. Some Regents think there should be one policy for everyone. It was noted that the Regents have supported collective bargaining rights for staff, but not for faculty.

Dr. Chapin reported that the new policies for full-time and part-time non-tenurable faculty are an improvement over past policies, and that Dr. Bryan would be presenting these later in the meeting.

Dr. Chapin then called on Dr. Laufer to report on policies for USM employees with disabilities. It turns out that there is no accessibility policy. The situation is very bad throughout the System, and we are not in compliance with the Americans with Disabilities Act. It was agreed that CUSF would bring this matter to the attention of the BOR.

Dr. Martha Siegel asked for volunteers to go to AAAC meetings starting in February. She stressed that it is very important for CUSF to have a continuing presence at these meetings. Drs. Parker, Collins and Eghbal agreed to fill in for Dr. Siegel at these meetings. Dr. Chapin said that there are various other meetings that should be attended by CUSF representatives.

Dr. Chapin reported that campus Senates expressed little or no concern with the proposed changes in the CUSF Constitution. A motion for CUSF to approve the revised Constitution was proposed and seconded. During discussion, it was unanimously agreed that Article V was obsolete and should be deleted. The revised constitution was then approved unanimously. Dr. Chapin will now present it to the BOR for approval.

Dr. Chapin reported that the Regents want to move forward on the domestic partners issue, and need to get feedback from CUSF and other System-wide Councils. Dr. Chapin distributed a statement which had been prepared by the CUSF Faculty Affairs Committee. After discussion and several changes, the statement (see APPENDIX) was agreed to by a vote of 17-1.

Dr. Chapin said that the issue of Library access is very important. He distributed a statement (see APPENDIX) on this issue. Dr. Collins made comments on behalf of UMBI, citing UMB's Human Services and Health Sciences Library as an example of valuable resources that could be shared with other USM institutions. Dr. M. Siegel said that in general USM library resources are inadequate and underfunded, making it difficult to start new programs. Dr. Laufer said System-wide sharing would not be easily approved if additional funding is needed. During further discussion it was noted that, although undergraduate programs are most urgently in need of better library resources, graduate students do not have access to

important journals, and that some departments don't even subscribe to journals in which they themselves publish. Dr. Collins agreed to organize an *ad hoc* committee to study this issue and propose recommendations for the BOR. This committee will include Drs. Eghbal, P. Alt, S. Siegel, and others. It was agreed that at least one of the members of this committee should be a librarian.

System Report

Dr. Bryan circulated copies of the new policies for full-time and part-time non-tenurable faculty. She asked for feedback from CUSF, which would be forwarded to and discussed by AAAC prior to being sent to the campus Senates. An extended discussion of various aspects of these policies followed.

Ms. Linda Vukovich, Director, Office of Budget Analysis, distributed a memo to the BOR from Vice Chancellor Vivona. The USM FY03 budget increase request was reduced from 12% to 3.6%, based on the currently reduced FY02 budget. She then answered a number of specific questions from the delegates in a very responsive and informative manner that was much appreciated. The discussion with Ms. Vukovich continued informally through lunch.

The meeting broke for lunch at 12:15pm and resumed at 1:10pm. Dr. Parker announced that the next meeting of Senate Chairs and the CUSF Executive Committee was scheduled for April 25.

Proposed revisions to the CUSF By-Laws were discussed. Dr. Chapin left the room while the question of whether CUSF officers' terms could be extended from two years to three years under certain circumstances was discussed. By a vote of 10-5, the delegates indicated their desire to retain the current two year limit. It was agreed that Dr. Collins would make a few other, minor changes to the draft revision and present it for further consideration, and possible approval, at the next CUSF meeting.

The meeting adjourned at 2:00 pm.

APPENDIX 1:

CUSF Response to the Board of Regents Concerning Domestic Partners' Benefits

CUSF urges the Board of Regents to establish a policy assuring that all campus-authorized and USM/Regents-authorized benefits be provided equally for all domestic partners, as defined in the 1996 Report of the USM Board of Regents Ad Hoc Committee on Domestic Partner benefits. This position is consistent with and reaffirms the response provided to the Board of Regents last Spring. We further urge the Board of Regents to actively encourage the Legislature of the State of Maryland to establish a similar policy for all benefits that are legislature-authorized for USM faculty and their domestic partners.

APPENDIX 2:

USM Library Background Material

Historical difficulties. It is quite possible for a campus to get several million dollars on occasion from the Legislature to build a new library building or a library extension (especially if that building will bear the name of an appropriate person). However, it is not easy at all to get an increase in library support for buying additional books and periodicals for one hundred thousand (or three hundred thousand) dollars for each year from now to eternity.

This situation has become even more unsatisfactory in recent years for two reasons. A number of campuses have received approval for new programs, particularly new graduate programs, under the 'quick approval' process, saying that campus

resources will cover the costs, often without adequate actual increased resources devoted to the library budgets for materials for those programs; ii. The changeover to the extensive use of computer-based and on-line materials in libraries has stretched already-tight library budgets. One most unfortunate result is this latter situation occurs in the area of materials available on-line only by subscription because subscription agreements often require limiting the access of these materials to those on the campus or school paying for the subscription, researchers in similar fields from nearby campuses can no longer access relevant materials available in neighboring libraries within the USM system. This is a particularly difficult situation for smaller campuses.

A further difficulty arising from the extensive use of computer-based materials is a growing inadequacy in the ready availability of physical copies of research journals. Particularly for beginning graduate students, physical access to the major journals in the field is essential if these students are to learn which journals have which strengths and coverages, what sorts of things are interesting, what resources are available. While faculty and more advanced researchers may already have the sophistication to work almost exclusively with inter-library loans and on-line services, students beginning research work in their field need some minimum browsing access to common journals so that they can start to build this sophistication.

Possible remedies

a. Arrange for system-wide purchase of subscription-only on-line journals needed by researchers on more than one campus. This could even result in some cost-savings. It would certainly help restore system-wide availability of library resources.

b. Establish USM policy for minimum library holdings, both paper and electronic, for all new degree programs (with a proviso that all current degree programs reach the established levels by some fixed date); for example, for new master's-level programs, at least six of the major journals in the field available in paper form and at least six more available in paper or on-line, selection of journals to be made by the faculty in the program in cooperation with the librarians on that campus; similarly, for new doctoral programs, a requirement roughly twice as large both in physical and in additional physical or computer-based resources.

MINUTES

CUSF GENERAL MEETING AT UB FEBRUARY 19, 2002

Delegates Present: Drs. E.W. Chapin (Chair); N. Petulante (BSU); R. Morgan (UMCES); A. Arthur (CSC); R. Ashkeboussi and M. McClive (FSU); M. Diriker, D. Parker and H. Womack (SU); P. Alt, B. Laufer and M. Siegel (TU); S. Gibson (UB); C. Burry, R. Chenette, S. Havas and S. Siegel (UMB); F.-S. Choa (UMBC); J. Collins (UMBI); F. Alt and C. Smith (UMCP); B. Noonan and D. Spinner (UMES); J. Gelatt (UMUC).

Delegates Excused: Drs. P. Alt (TU); M. Eghbal (UB); Z. Berge (UMBC); V. Brannigan and K. Olson (UMCP).

Delegates Absent: Drs. J. Organ (BSU); L. Sita (UMCP).

USM representative: Dr. T.J. Bryan, Associate Vice Chancellor of Academic Affairs

The meeting was called to order at 10:10 am. Dr. Gibson introduced UB Senate Chair Lee Richardson, who welcomed CUSF with brief remarks.

The minutes of the January 18, 2002 CUSF meeting were approved unanimously as presented.

The Chair then called on Dr. Gelatt to speak about progress toward full shared governance at UMUC. Dr. Gelatt read the following statement from the Vice Chair of the UMUC Faculty Advisory Council. This statement was welcomed by CUSF as a positive step:

“I am pleased to report that UMUC’s institution-wide shared governance initiative is on a fast track. Our Faculty Advisory Council is working with a global faculty base of over 2,600 full-time and part-time faculty dispersed around the world teaching over 70,000 students.

“Now a representative body, elected through a university-wide election, the FAC also has an elected executive body made up of the Chair - Stanley Onye, Vice-Chair - Art Huseonica, Communications Secretary - Deborah Griggs, and FAC Rep - James Stewart.

“The uniqueness of UMUC requires that we work effectively and efficiently in a virtual environment. In support of this the FAC has a web-based communications system in place, supported by eMail, online conferencing, and video conferencing.

“The FAC is now developing a number of important issues to be presented to UMUC administration and/or the University Advisory Council (UAC) as appropriate. Meanwhile, I look forward to representing UMUC’s Faculty Advisory Council at CUSF, and am prepared to be a vital link back to the Faculty Advisory Council and its constituents, acting as a vehicle for increased consultation and participation.”

Chair’s report:

Dr. Chapin reported that the main topic of discussion at the latest President’s Council meeting was expected low funding in the foreseeable future. He called on Dr. Bryan, who reported that the recently developed USM policies mandating more equitable treatment of part-time and full-time non-tenure-track faculty (PT- and FT-NTTs) would have a significant fiscal impact. She expected to have a full report within the next few days. The question of faculty retrenchment was briefly discussed.

Dr. Chapin then mentioned several bills of interest which are currently being considered by the Maryland General Assembly. Bill SB85 would extend the quick approval procedure for new programs by two more years. Bill SB89 would require USM faculty to choose one, but not both routes of appeals for Equal Opportunity appeals. Bill SB95 would do the same for whistle-blower retaliation. Bill AB106, sovereign immunity, would require us to formally air grievances within one year of their happening. Bill HB604, to allow collective bargaining for faculty, is not sponsored by the governor and is not considered likely to pass.

Dr. Chapin thanked Dr. Bryan for suggesting and facilitating the demise of the proposed drug and alcohol policy for faculty. The current version of this proposed policy would include a two-strikes provision and mandatory drug testing. We will continue to be governed by the already existing state policy.

Dr. Chapin reported that he had presented a farewell gift to Chancellor Langenberg on behalf of CUSF.

Dr. Chapin reported on the most recent BOR meeting. He informed the Board that CUSF was beginning to work on library concerns. The FY03 USM budget increase is expected to be very small, much less than originally requested by the BOR. The Presidents are concerned with unfunded mandates from the BOR. It is possible that tuition at some USM institutions may be increased by as much as 5.5%.

Dr. Smith reported on the latest meeting of the Information Technology Committee. Two main issues were considered at that meeting. The first was how to provide computers to all the students. It was suggested that hand-held computers may be used instead of laptops, and would be much less expensive. The second issue was how to make students technologically literate. Dr. Smith noted a national trend that UMCP is part of, namely, 10% of incoming freshmen want to be IT (or related) majors. Dr. Bryan reported on BOR resolutions mandating technological fluency for all USM graduates. This was discussed at the most recent AAAC meeting. The campuses see this as another series of unfunded mandates.

Dr. Martha Siegel reported on the status of the search for the next Chancellor. She said that progress was slow, although some candidates have been identified.

A motion to adopt previously discussed (see minutes of the January 18, 2001 CUSF meeting) revisions to the CUSF By-laws was approved unanimously. Dr. Chapin reported that BOR approval of revisions to the CUSF Constitution was still pending.

The election of the 2002-2003 CUSF Executive Committee was introduced as an action item. Dr. Collins, speaking on behalf of the Nominations Committee, and referring to his e-mail message of February 12, reported that nominees for all positions had already been identified. He noted that it was now possible to complete the nomination process in an open and orderly manner, so that elections could be held at the March 18 CUSF meeting. After a brief discussion Dr. Chapin asked the members to discuss the matter further during lunch break and to make a decision on how to proceed during the afternoon session.

UB President H. Mebane Turner, who will soon be retiring, entered the room at 11:00 am and was introduced warmly by Dr. Gibson. Dr. Turner welcomed CUSF and reflected on his long tenure as UB President. A twenty-minute discussion followed, during which members were glad to have an opportunity to hear Dr. Turner's perspective on several ongoing issues of concern to CUSF.

Dr. Chapin then introduced the Domestic Partners issue. He said that the BOR wants a reaction from each governance group on how to handle unmarried, heterosexual couples. After a long discussion it was moved to retain CUSF's current position on this issue, namely that such couples should be treated the same as other types of domestic partners. The motion was approved unanimously.

The issue of USM sabbatical and grievance policies was then introduced. It was reported that denial of sabbatical requests has been used at times by department chairs as one means of retaliating against faculty with whom disagreements have arisen. This was discussed with reference to current USM and institutional faculty grievance policies and procedures. In some cases, resolution of grievances is completely in the hands of the administration, with little or no input from faculty governance bodies. After some discussion, a draft CUSF proposal for a new USM grievance policy was proposed from the floor. All agreed that we need to send a message to the BOR that CUSF feels very strongly that faculty must be treated fairly. The motion was read, proposed and seconded. A discussion followed, and it was agreed that the wording of the proposal would be finalized during lunch break. It was suggested that a review of all campus grievance procedures would be a good idea.

System Report:

Dr. Bryan distributed copies of the BOR retrenchment policy. She reported that the BOR is gathering fiscal impact information on the proposed new policies for part-time and full-time non-tenure-track faculty (PT- and FT-NTTs). At the most recent AAAC meeting, the Provosts said that they don't have money to pay the benefits that would be required by these policies. Space for offices, *etc.* may also be a problem. They wanted to have a precise distinction between part-time

and full-time faculty, so they would know when they have to start paying benefits. COLAs could also be a problem. It was mentioned from the floor that most campuses do not have policies to comply with the Americans with Disabilities Act. Dr. Bryan then described procedures and requirements for review of new academic programs. The BOR is concerned about resources not being available for new programs. Reviews of existing academic programs take place every seven years. New guidelines for external review were distributed. Starting with the 2002-2003 academic year, all new programs must be in compliance with policies on technology fluency for all USM graduates. Dr. Bryan mentioned that the final report of the USM Biosciences Work Group is now on the web site. This committee has not done much more than prepare the report, and there will be an effort to get this group moving forward. She reported that the Hagerstown Center has no director yet, and there is concern among the Provosts about how the Center will operate. The projected initial FTE of students is 937. In contrast the Eastern Shore Center, which is not operated by USM, is expected to attract no more than about 50 students. Dr. Bryan that CUSF identify two faculty members to work with the USM Student Council on procedures for dissemination of course evaluations. Finally, she reported that the budget requests for enhancement of HBIs would be reduced from about six to four million dollars.

The Council broke for lunch at 12:30pm and reconvened at 1:00pm.

Dr. Diriker distributed a list of bills of interest which he is tracking and are currently pending in the legislature. He noted that any bill with a fiscal note attached to it is probably doomed to failure. He informed the Council that the Community Colleges have much more political clout than USM and the private universities combined. Both Dr. Diriker and Dr. Chapin spoke in favor of having a faculty representative testify at budget hearings.

A revised version of the aforementioned grievance proposal was distributed and slightly further amended during subsequent discussion. A motion to communicate the following proposal to the BOR passed with one negative vote.

“The USM BOR in 1989 adopted a policy on faculty grievances designed to protect faculty against unfair treatment by administrators on important matters (BOR policy 46.0 II-4.00). However, certain universities within the USM system have either failed to adopt and/or to follow policies and procedures on grievances congruent with the aforementioned BOR policy, thereby creating the potential for serious violations of the rights of faculty for which they have no effective means of redress.

“Therefore, the Council of University System Faculty formally requests that the Chancellor and the USM Board of Regents review all existing campus faculty grievance policies. The Council of University System Faculty also formally requests that the Chancellor and the USM Board of Regents take steps to ensure that all USM campuses have in place by June 30, 2002 grievance policies which give faculty strong protection against violations of faculty rights by administrators on important issues such as academic freedom, shared governance, salaries, promotion, tenure, and sabbatical leave.

“These policies should include provisions prohibiting retaliation against any faculty member who files a grievance. The policies should be written and approved through appropriate shared governance bodies on each campus.”

Discussion resumed on the election of the 2002-2003 CUSF Executive Committee. Dr. Chapin briefly described the duties of the Chair, Vice Chair, Secretary and At-Large members. Dr. Arthur, chair of the Nominations Committee, called for nominations from the floor. No further nominees, beyond those identified in the morning session, were forthcoming. After further discussion it was agreed to close the nominations for Chair and to extend the nomination period for the other Executive Committee positions until the March 18 CUSF meeting. The nominees for Chair are David Parker (SU) and Carl Smith (UMCP). Both candidates will issue brief electoral statements to be distributed to all CUSF delegates and alternates by e-mail and also posted on the CUSF web site. Election of the Chair will take place at the March 18 CUSF meeting.

Following that, there will be a final call for nominations for Vice Chair, Secretary and At-Large members. At present John Collins (UMBI) is the only nominee for Vice Chair, Brigid Noonan (UMES) is the only nominee for Secretary, and the nominees for At-Large members are Stephanie Gibson (UB), Patricia Alt (TU) and Vincent Brannigan (UMCP). Both Drs. Parker and Smith have reserved the option, if not elected Chair, to be nominated for another Executive Committee position. Election of the Vice Chair, Secretary and At-Large members will take place at the April 18 CUSF meeting.

Dr. Smith read the following motion on the statute of limitations on filing faculty grievances:

“Whereas faculty may be reluctant to file a grievance, or fear reprisals, due to a particular limited term administrator, and/or some legitimate grievances may not come to light until several years after the grievance incident took place, there should be no limit on the time in which faculty may file a grievance.” It was agreed to table this motion until the next CUSF meeting.

The meeting adjourned at 2:00 pm.

MINUTES

CUSF GENERAL MEETING at TU

March 18, 2002

Delegates Present: Drs. E.W. Chapin (Chair), C. Smith (UMCP), F. Alt (UMCP), R. Chenette (UMB), M. Garner (SU), H. Womack (SU), B. Noonan (UMES), V. Brannigan (UMCP), K. Olson (UMCP), S. Siegel (UMB), S. Gibson (UB), M. Siegel (TU), P. Alt (TU), B. Laufer (TU), J. Gelatt (UMUC), Z. Berge, S. Havas (UMB), D. Spinner (UMES), M. McClive (FSU), R. Ashkeboussi (FSU), J. Collins (UMBI), A. Arthur (CSC), J. Organ (BSU) and Dr. David Hardcastle as alternate for Dr. Burry (UMB).

Delegates Excused: Drs. R. Morgan (UMCES), C. Burry (UMB), N. Petulante (BSU), F.-S. Choa (UMBC), M. Eghbal (UB) M. Diriker (SU) and D. Parker (SU).

Delegate Absent: Dr. F. Sita (UMCP)

Guests: Dr. Larry Wilt, Chair of the USM Council of Library Directors; Dr. Charles Middleton, Vice Chancellor for Academic Affairs

The Chair called the meeting to order at 10:15 am.

Dr. Martha Siegel introduced TU provost Dr. Dan Jones, who welcomed us with brief remarks and answered several questions from the members on problems caused by increasing enrollments and unfunded mandates.

The minutes of the February 19, 2002 meeting were approved after minor corrections.

Chair's Report:

Dr. Chapin said that budget cuts were the main topic of concern at the most recent Chancellor's Council meeting. It appears that USM will end up with close to the same funding for FY03 that we have this year. Everyone is unhappy about this. He noted that the students will be most affected by these cuts, especially freshmen who will be placed in larger classes. The People Soft electronic accounting software, which has not yet been fully implemented, was briefly discussed. There appears to have been a lot of disruption and problems implementing the system on some campuses. The program approval process is also a matter of concern. The BOR and MHEC agree that we need some reality checking, e.g. on how much programs will cost, where the money will come from, and how current programs are doing. There are a number of

programs which started on a fast track, but some of them were not funded. MHEC wants to have more oversight on this process.

Other Committee Reports:

Dr. Smith reported on proceedings of the Technology Committee. This committee has been charged with developing minimal standards for USM graduates, although some members are not in favor of this mandate.

Dr. Martha Siegel reported on the most recent AAAC meeting. It has been proposed to expand the Elkins professorships, and there was a discussion on how to do it. This may be discussed at a chair's retreat. In general, the majority preferred to have a few large grants rather than a larger number of smaller grants. It will be necessary to increase funding. The K-16 issue was also discussed. Dr. Siegel expressed concern that teachers might be allowed to pass the Praxis exam on the basis of the total score, rather than being required to pass each individual segment of the exam.

Voting for Next Chair:

Dr. Collins briefly summarized the procedure for electing the next CUSF Chair. The candidates were Drs. Parker (SU) and Smith (UMCP). Each voting member in attendance received a printed ballot. Following a brief discussion, the marked ballots were placed in an envelope which was given to Dr. Chenette for counting. The tally was confirmed by Dr. F. Alt.

USM Libraries:

Dr. Chapin introduced Dr. Larry Wilt, Chair of the USM Council of Library Directors. Dr. Wilt spoke positively about the accomplishments of the USM Library Management System, which he believes is well managed and smoothly operated. He then responded to some of the library issues which had been aptly summarized in a statement which Dr. Chapin had distributed for discussion at the January 18, 2002 CUSF meeting. Dr. Wilt said that, in his opinion, USM library services are better than average when compared to other public institutions. The core problem is the cost of information. This has been made more difficult by USM's expansion, which has put more stress on libraries. He noted that legislative approval for appropriations is given for campuses as a whole, and not earmarked for libraries. The Maryland Digital Library (MDL) was intended to improve access to electronic library resources at USM institutions. It is being proposed that each USM campus library be required to contribute to MDL, but Dr. Wilt opposes this. During discussion it was noted that librarians in some institutions have an arrogant, unhelpful attitude toward the teaching faculty. Dr. Wilt made it clear that he was opposed to the creation of a System-wide library which would be accessible to all USM institutions. There was a lively give-and-take discussion, during which some members expressed the opinion that librarians are more interested in preserving their institutional autonomy than in providing good service to USM as a whole. Despite disagreements, Dr. Wilt was cordially thanked for his visit.

Election Report:

Dr. Chenette announced that Dr. Parker had been elected as the next CUSF Chair. Dr. Smith was then nominated for Vice Chair. There was no response to a call for further nominations. Dr. Noonan, the only nominee for Secretary, was approved unanimously by voice vote. The next Vice Chair and At-Large members of the CUSF Executive Committee will be elected at the April 18 CUSF meeting. The candidates for Vice Chair are Drs. Collins and Smith. The candidates for At-Large membership are Drs. P. Alt, Brannigan and Gibson. Dr. Chapin spoke about the importance of the At-Large members in planning the agendas of CUSF meetings.

System Report:

Dr. Middleton, referring to previously distributed handouts, reported on: (1) issues relating to part-time and full-time non-tenurable faculty; (2) the USM Biosciences Work Group; (3) Issues relating to conflicts of interest and commitment. Carl Smith talked about privatization of the UMCP bookstore as an example of how USM employees (e.g., custodial people) are losing benefits such as tuition remission. There was a discussion of whether or not this is an issue for CUSF

to be concerned with. There was also a lively discussion on USM's lack of compliance with the ADA.

Tuition Remission:

The issue of tuition remission for the dependents of faculty was discussed. It was agreed that USM should have a uniform policy for all faculty with regard to dependents tuition remission. The current system allows 100% tuition remission for the faculty employed before 1992 and 50% for those who were employed after 1992. In the current adverse budgetary environment where our monetary compensation is being negatively impacted, it is a good idea to resolve such non-monetary benefits if at all possible.

CUSF Archives:

Dr. Collins introduced Dr. Edwin Hirschman, a TU Professor who will be retiring at the end of the current semester. Dr. Hirschman was one of the founding members of the inter-campus faculty group which became CUSF, and was generously contributing his records and files to the CUSF archives. Dr. Hirschman spoke for a few minutes, describing to the group how CUSF came into being and operated in its early days. His remarks were received with appreciation and applause.

The meeting broke for lunch at 12:30 pm and resumed at 1:00 pm.

Collective Bargaining:

Dr. Gibson spoke on the issue of collective bargaining rights for faculty. She has invited Bill Shoreman, a faculty member from SUNY, who is knowledgeable about unions (but not a union organizer) to come to a CUSF meeting. It was noted that the presumptive next Governor is pro-union, so this issue will come up again in future legislative sessions. A general discussion on the role and value of unions followed.

Financial Affairs:

Dr. P. Alt inquired about the disposition of her report on the January 24, 2002 meeting of the BOR Finance Committee meeting. Dr. Chapin suggested that we continue the discussion on this matter and other unfinished business at the April 18 CUSF meeting at UMES.

Shared Governance:

Dr. Havas said that shared governance issues, reports from CUSF, and from the UMB Faculty Senate have not been allowed on the agendas of some UMB departmental faculty meetings. He proposed a motion to address this issue. After a brief discussion and minor changes, the following CUSF motion was approved unanimously: "Shared governance is a fundamental right of faculty and a fundamental responsibility of administrators, as detailed in the USM BOR Policy on Shared Governance I-6.00, passed August 25, 2000. It has been brought to the Council of University System Faculty's attention that some administrators have prohibited discussion of shared governance issues at faculty meetings on certain USM campuses. CUSF believes that such behavior fundamentally violates the BOR policy on shared governance. CUSF calls upon the USM Board of Regents, the Chancellor, campus presidents, and Senate chairs to take immediate actions to ensure that faculty can discuss shared governance at all faculty meetings, and not merely those dedicated specifically to shared governance."

USM Budget Cuts:

Dr. Womack proposed the following motion on budget cuts: "In this difficult fiscal environment substantial budgetary cuts to the USM are inevitable. In the spirit of shared governance, the various University communities must have substantial input in formulating each institution's response to these difficult fiscal times." After a brief discussion, the motion was approved without opposition.

The meeting was adjourned at 1:50 pm.

MINUTES
CUSF MEETING AT UMES
APRIL 18, 2002

Delegates Present: Drs. Chapin (Chair), Gibson (UB), Brannigan (UMCP), Ashkeboussi (FSU), A.K. Huseonica for J. Gelatt (UMUC), F. Alt (UMCP), M. Siegel (TU), S. Siegel (UMB), B. Laufer (TU), R. Chenette (UMB), Havas (UMB), Noonan (UMES), Organ (BSU), Parker (SU), Womack (SU), Spinner (UMES), Petulante (BSU), Morgan (UMCES), Arthur (CSC) and Smith (UMCP).

Delegates Excused: Drs. Eghbal (UB), Choa (UMBC), Berge (UMBC), Olson (UMCP), P. Alt (TU), Gelatt (UMUC), McClive (FSU) and Burry (UMB).

Delegates Absent: Drs. Diriker (SU) and Sita (UMCP).

Guest: Dr. Charles Middleton, Vice Chancellor for Academic Affairs.

The meeting was called to order at 10:05 am. Dr. Noonan introduced acting UMES President Jackie Thomas, who welcomed us enthusiastically.

The minutes of the March CUSF meeting were provisionally approved with minor corrections, with the proviso that Dr. Ashkeboussi would submit for insertion a short narrative on tuition remission for faculty dependents.

Chair's Report:

Dr. Chapin presented remarks on the budget. The original request was for a \$32 million increase in the USM budget, but we ended up with an increase of about \$360,000. There will be no merit increases or COLA, but campuses were instructed to set aside funds for a possible one-time "bonus" of \$300 per employee. If the bonus is not given, the funds will be taken away. To help make up for the budget shortfall, campuses are expected to raise their tuitions by up to 8%, even though there was supposed to be a cap of 4%. This could set a bad precedent for future actions by the legislature. Dr. Middleton noted that budgets since 1999 have been given directly to the institutions, not to USM as a whole. Presidents have to follow the budget lines and have little discretion. A discussion followed about what CUSF should do. There is some concern that this situation may lead to restoration of MHEC's power to review programs once again when the current system status (Larson report) expires in two years.

Dr. Chapin described a BOR meeting at which the 2002-2003 Regents Faculty Awards were announced. Some issues were handled awkwardly at that meeting. One was the NCAA "riots" on the UMCP campus. It was noted that none of those arrested were students. Another was the question of parking fees. At first this was deferred until July, but then a group of employees joined the meeting and demanded to talk about it.

CUSF Elections:

Dr. Chenette took charge of the voting and Dr. F. Alt assisted with the ballot counting. First the balloting for vice chair took place. It was announced that John Collins was elected. Then the at-large vote took place. Dr. Gibson was elected with a majority in the first round of voting, and Dr. Brannigan was elected in the second round.

System report:

Dr. Middleton, who will soon be leaving USM to become president of Roosevelt University in Chicago, gave his final

report and farewell remarks to CUSF. He told us that the BOR decision to automatically expel any students arrested on campus has been scaled back a bit and will be reconsidered at the July BOR meeting. He talked about the program approval process. The turnaround time for submitting comments on canceling low enrollment programs has been shortened to 60 days. Program proposals must be consistent with campus mission statements and have to be carried out using current resources. The BOR has insisted on a new standard: review of the academic quality of proposed new programs. He noted that there will be a reduction of about 1,000 positions (3% of the total) throughout USM. This is different from having unfilled positions, which also could be eliminated if not filled. He reported that the 85th percentile goal for faculty salaries has finally been reached. There was a discussion on this issue for about ten minutes. Then Dr. Middleton talked about the ADA issue. He said that the human resources people on each campus are responsible for helping people with problems. He gave an update on the PT-FT-NTT faculty issue, saying that it will go forward. The BOR wants to develop model policies that can be implemented at no additional cost. The Presidents do not want any more unfunded mandates. Further discussion of this issue will be the first item of business for the new Chancellor and Vice Chancellor. Dr. Middleton has promised to provide a state of the art policy draft with his recommendations before he leaves USM. A farewell card signed by all was presented to Dr. Middleton. He was asked to describe his new job as president of Roosevelt University in Chicago. It was founded in 1945 and named after Franklin and Eleanor Roosevelt. He invited everybody to visit him. Just as he was about to leave, members began asking a series of additional questions. First was the shared governance issue and grievances related to this issue. Dr. Middleton replied that this is a matter for the Chancellor to discuss with individual Presidents. There was a discussion about Presidents who consistently disregard shared governance. Various other issues were brought up and Dr. Middleton graciously stayed well past his allotted time in order to continue the discussion until 12:05 pm.

Dr. Chapin then distributed a tentative list of dates for the 2002-2003 CUSF meetings. He asked the members to get back to him with their comments.

The meeting then broke for lunch and reconvened at 1:00 pm

After lunch, Dr. Gibson introduced two AFT reps and a Prof from Temple University who talked about his experiences. Handouts were distributed. The AFT thinks that faculty are likely to get collective bargaining rights next year if Kathleen Townsend is elected governor. The Temple faculty currently have a contract which goes until October, 2004. Negotiations with the administration are carried out in good faith, and there is no crisis atmosphere. Traditional faculty roles and shared governance have been preserved. The Faculty Senate retains rights to change contract terms. The administration negotiates with the Faculty Senate. A question and answer period followed

Dr. Martha Siegel spoke briefly about the appointment and dismissal of presidents. Recent events at TU show the importance of an open search. The faculty members on the TU presidential search committee were overruled by the non-faculty members. The full story is not known. TU faculty, even after several meetings with Drs. Langenburg and Vivona, feel they have no input into the process. The BOR was surprised at the degree of acrimony arising from this issue. The campus culture was ignored, as it so often is.

The question arose of how many minutes in class are required per course credit. The rule now is 2,250 minutes for a 3 credit course. There is also a suggestion by Baltimore County Community College that mathematics is should not be a required part of the core curriculum. All agreed that this is a very bad idea.

Dr. Sharon Siegel gave a report from the Faculty Development Grant Committee. She, along with Drs. Spinner and Brannigan, are reviewing eleven applications. They will recommend six awards of \$2,500 each. It was suggested that we should award more money per grant. It's also possible to award variable amounts, not all \$2500.

It was agreed that CUSF would develop a strong statement on faculty review of administrators, to be discussed at the next meeting.

The meeting adjourned at 2:15pm.

MINUTES

CUSF GENERAL MEETING AT UMES

APRIL 18, 2002

Delegates Present: Drs. Chapin (Chair), Gibson (UB), Brannigan (UMCP), Ashkeboussi (FSU), A.K. Huseonica for J. Gelatt (UMUC), F. Alt (UMCP), M. Siegel (TU), S. Siegel (UMB), B. Laufer (TU), R. Chenette (UMB), Havas (UMB), Noonan (UMES), Organ (BSU), Parker (SU), Womack (SU), Spinner (UMES), Petulante (BSU), Morgan (UMCES), Arthur (CSC) and Smith (UMCP).

Delegates Excused: Drs. Eghbal (UB), Choa (UMBC), Berge (UMBC), Olson (UMCP), P. Alt (TU), Gelatt (UMUC), McClive (FSU) and Burry (UMB).

Delegates Absent: Drs. Diriker (SU) and Sita (UMCP).

Guest: Dr. Charles Middleton, Vice Chancellor for Academic Affairs.

The meeting was called to order at 10:05 am. Dr. Noonan introduced acting UMES President Jackie Thomas, who welcomed us enthusiastically.

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Brannigan, are reviewing eleven applications. They will recommend six awards of \$2,500 each. It was suggested that we should award more money per grant. It's also possible to award variable amounts, not all \$2500.

It was agreed that CUSF would develop a strong statement on faculty review of administrators, to be discussed at the next meeting.

The meeting adjourned at 2:15pm.

**MINUTES
CUSF GENERAL MEETING AT UMB
MAY 15, 2002**

Delegates Present: Drs. E.W. Chapin (Chair); J. Organ (BSU); R. Morgan (UMCES); A. Arthur (CSC); R. Ashkeboussi and M. McClive (FSU); H. Womack and M. Garner (SU); B. Laufer and P. Alt (TU); S. Gibson and M. Eghbal (UB); C. Burry, R. Chenette, S. Havas and S. Siegel (UMB); F.-S. Choa (UMBC); J. Collins (UMBI); F. Alt, V. Brannigan, K. Olson and C. Smith (UMCP); B. Noonan and D. Spinner (UMES).

Delegates Excused: Drs. D. Parker (SU), M. Diriker (SU), M. Siegel (TU) and Z. Berge (UMBC).

Delegates Absent: Drs. N. Petulante (BSU), L. Sita (UMCP) and J. Gelatt (UMUC).

Guests: Dr. T.J. Bryan, Associate Vice President for Academic Affairs; Linda Vukovich, Director, Budget Analysis; Dr. Ruth Robertson, Associate Vice President for Academic Affairs.

Dr. Chapin called the meeting to order at 10:05am.

Dr. Sharon Siegel introduced Dr. Malinda B Orlin, UMB's Vice President for Academic Affairs and Dean of the Graduate School, who conveyed very brief greetings. Many delegates raised concerns and questions about the state of shared governance at UMB. These were answered mainly by Dr. Barry Handwerger, Chair of the UMB Faculty Senate. Dr. Handwerger said that

CUSF was an important force in helping to establish shared governance at UMB. He said that he had developed a cordial relationship with President Ramsay, and that things were fine at the campus level and at five of the seven UMB professional Schools. However, in response to a question, he was unable to provide a single example of how shared governance had worked well at the campus level in his year as Chair of the Senate. The situation at a sixth School was improving, with the appointment of a new Dean. At one school, however, the Dean has not been in compliance with shared governance policies, despite numerous requests from the Faculty Senate, and he does not allow for faculty input as mandated by the BOR shared governance. Dr. Handwerger said that establishing shared governance takes time and effort. He believes that faculty who work at it should be paid for their efforts. He thinks that UMB will be in compliance with shared governance policy, and that violations are mostly past history. It was noted, however, that Dr. Handwerger's optimistic attitude is not universally shared among the UMB faculty. This discussion continued until 10:45am. Senators requested of Dr. Orlin that she tell Dr. Ramsay about CUSF's concerns about the lack of shared governance at UMB.

Dr. Chapin called on Dr. Collins to present the minutes for approval. Dr. Collins first noted that Dr. Chapin would not be present at the June CUSF meeting, so this would be the last time that Dr. Chapin would be acting as chair of a CUSF general meeting. On behalf of CUSF, Dr. Collins presented Dr. Chapin with a personally inscribed gavel as a token of our affection and appreciation for Dr. Chapin's outstanding leadership. Dr. Chapin was warmly applauded by all.

The minutes of the April 18 CUSF meeting and the amended minutes of the March 18 CUSF meeting were approved unanimously

The reports from external meetings began at 10:50am. Dr. Smith reported on the most recent BOR Technology Committee meeting. The Board has approved a technology fee of up to \$120 per year for students. Also, each HBI campus will receive a one-time allocation of \$400,000 to help bridge the digital divide. A discussion on the question of tuition vs. fees continued until 11:05am.

Dr. Eghbal reported on the March 14 AAAC meeting. He deferred most of the information from that meeting to Dr. Bryan. He described a proposed disciplinary rule that would require mandatory expulsion of students found guilty of “inappropriate conduct”. This proposal is thought to be ill-considered and raises questions of due process. This was discussed until 11:20am.

Dr. Chapin began his report with a description of the USM peer system. We have three types of peers: funding, performance and aspirational. About 25% of our funding peers are being changed this year, following a mathematical formula that we have no input into. One result of this is that the average USM faculty salary has now met the 85th percentile goal. Ms. Vukovich explained that this is not uniform across all campuses. The peer system is important because it’s used to determine funding levels. A discussion on this issue continued until 11:47am.

The Chair’s report was interrupted in order to consider resolution on faculty evaluation of administrators. A motion was proposed, seconded and a discussion begun. The meeting remained in session, and the discussion continued, through the lunch period. The question was called at 12:25pm, and the following motion was approved unanimously:

Only a few USM institutions have in place systems for faculty to provide feedback on the performance of academic administrators. The Council of University System of Maryland Faculty therefore recommends to the USM Faculty Senates, Chancellor, and Board of Regents that each campus within the USM adopt a plan for faculty evaluations every one to two years of department chairs, deans, presidents, and provosts. The system successfully implemented at Frostburg State University represents a useful model, which is viewed by their faculty and administrators as an important component of shared governance. The CUSF recommends that the Chancellor, Presidents, and deans incorporate results of the faculty evaluations that result from this process in their evaluations of the academic administrators they supervise.

Dr. Chapin then declared that the schedule for the 2002-2003 CUSF meetings was closed, and that any problems that may arise be communicated to the next Chair, Dr. Parker.

USM System Report by Dr. T.J. Bryan:

Dr. Bryan began her final System report at 12:30pm, referring to handouts which had previously been distributed electronically. The main topic was MHEC’s role in the approval of new programs. A discussion on this issue continued until 1:15pm.

Dr. Chapin then called on Dr. Sharon Siegel to begin a discussion on campus IP policies. She related that the submission of the proposed new UMB policy, which would take effect on July 1, had not been seen by the UMB faculty Senate in its final form before being submitted to the BOR. This policy is seen as less favorable to faculty (if a large windfall is expected from the intellectual property) than the one that is currently in effect. Other campuses were encouraged to make their faculty aware of the new policies going into place so that they can decide whether to disclose new intellectual property before or after the new policy goes into effect.

Dr. Bryan introduced Dr. Robertson, who briefly reviewed the development of the new USM IP policy. She said that UMUC was the only campus that chose to substantially change the USM framework, and their changes were accepted by USM. It was noted that UMCP is only now beginning to develop its policy. The research campus (UMBC, UMB, UMCP, UMBI) policies are similar enough for these institutions to maintain their collaborations, but there are differences among the individual polices. All policies have been forwarded to the AG for review. Discussion on this issue continued until 1:35pm.

Dr. Bryan talked with pride about the minority achievement issue. She noted that there has been a modest funding for new OCR initiatives. She then made her farewell remarks, saying that she has felt like a member of CUSF. Dr. Bryan was warmly applauded by all present.

Dr. Gibson revisited the collective bargaining issue and distributed AFT booklets. She said that CUSF must continue to pay attention to this issue, and that she will bring it up again in the Fall.

Dr. Brannigan proposed a resolution in appreciation of Dr. Middleton. The following was seconded and approved unanimously:

CUSF wishes to express its appreciation to Dr. Charles Middleton for his cooperation, patience, forbearance, honesty and humor in dealing with the many concerns that have come before CUSF. We wish him good luck and success in his new position.

The final agenda item was a report from Ms. Vukovich on budgetary bad news. She noted that there will be no budget increase in FY03, we will lose 5% of our positions, there will be no new positions and no salary increase. Some are predicting a large deficit in the FY04 state budget as well.

On this cheerful note, the meeting was adjourned at 2:00pm.

**MINUTES
CUSF GENERAL MEETING AT CSC
JUNE 21, 2002**

Delegates Present: Drs. J. Organ (BSU), R. Morgan (UMCES), A. Arthur (CSC), R. Ashkeboussi (FSU), M. McClive (FSU), D. Parker (SU), B. Laufer (TU), P. Alt (TU), M. Siegel (TU), M. Eghbal (UB), R. Chenette (UMB), S. Havas (UMB), F.-S. Choa (UMBC), J. Collins (UMBI), V. Brannigan (UMCP), F. Alt (UMCP) and A. Huseonica (UMUC, alternate).

New Delegates Introduced: Drs. P. Alreck (SU), A. Pandey (SU), L. Richardson (UB) and J. Lombardi (FSU).

Delegates Excused: Drs. E.W. Chapin (Chair), M. Diriker (SU), H. Womack (SU), S. Gibson (UB), S. Siegel (UMB), Z. Berge (UMBC), K. Olson (UMCP), B. Noonan (UMES) and J. Gelatt (UMUC).

Delegates Absent: Dr. N. Petulante (BSU), H. Womack (SU), C. Burry (UMB), C. Smith (UMCP) and D. Spinner (UMES),

Guest: Dr. Donald Boesch, UMCES President and Interim Vice Chancellor of Academic Affairs

NOTE: In the absence of the outgoing Chair (Dr. Chapin), the meeting was chaired by Dr. Parker, Vice Chair and

Chair-Elect of CUSF.

Dr. Parker called the meeting to order at 10:00 am sharp. He recognized Dr. Arthur, who introduced Dr. Rolande Murray, Chair of the CSC Faculty Senate. Dr. Murray welcomed us briefly, then introduced Dr. Herman Howard, CSC Provost and Vice President for Academic Affairs, who gave more extensive remarks. In response to a question, Dr. Howard said that the current CSC President would retire on August 1, there would be no interim President, and that the search committee hoped to have a new CSC President in place by August 31. CSC faculty are represented on the search committee.

Dr. Parker explained that Dr. Chapin was absent from the meeting because he chose to go to the concurrently held meeting of the Board of Regents Educational Policy committee.

Dr. Parker then called on Dr. Collins to present the minutes of the May 15 CUSF meeting. Late amendments by Drs. F. Alt and S. Havas were briefly discussed and approved unanimously.

Dr. Parker called on all present to introduce themselves. Drs. Morgan, (UMCES), Ashkeboussi (FSU), Eghbal (UB) and Choa (UMBC) announced that this would be their last CUSF meeting. The following new members were introduced: Drs. Pamela Alreck (SU), Anjali Pandey (SU), Lee Richardson (UB) and John Lombardi (FSU).

At 10:35 am Dr. Parker distributed copies of the recently revised CUSF Constitution and By-Laws. These documents were briefly discussed. This was followed by a discussion of the 2002-2003 meeting schedule, CUSF representation at external meetings and formation of CUSF standing committees. Dr. Parker suggested that the following committees be formed: Membership and Rules, Legislative Affairs, Faculty Affairs, Academic Affairs (formerly Educational Policy), and Administrative and Fiscal Affairs. He noted that Faculty Affairs has always been the most popular committee. The possible functions of this committee was discussed at length. In contrast, it has always been difficult to recruit members for the Legislative Affairs Committee. It was agreed that it would be a good idea to add Collective Bargaining to the agenda of this committee. The Academic Affairs Committee will deal with some sensitive issues, dealing for example with MHEC and the seamless transition issue. Dr. Parker noted that the outgoing governor would be appointing some new Regents, and that they are likely to be non-academic, business types.

In response to a suggestion by Dr. Collins, Drs. Parker and Brannigan agreed that these and other organizational matters would be discussed at a meeting of the CUSF Executive Committee to be held on August 5.

Dr. Martha Siegel said that CUSF should be deeply involved in the choice of the new Vice Chancellor and Associate Vice Chancellor for Academic Affairs. She also noted that it was important for CUSF to be consistently represented at AAAC meetings.

Dr. Parker reported that the June 19 AAAC meeting scheduled to be held at SU was canceled due to lack of interest.

There was a brief discussion of parking fees.

Dr. Boesch arrived at 11:30 to present the System report. He emphasized that he is an interim, half-time Vice Chancellor, and would not be staying on in this position. Dr. Parker asked about the searches for the new Vice Chancellor and Associate Vice Chancellor of Academic Affairs. Dr. Boesch replied that Chancellor Kirwan places great value on academic affairs, and that there would be a search committee with significant faculty representation. Dr. Havas asked Dr. Boesch to (1) officially recommend that CUSF be involved in these searches, (2) speak to Dr. Kirwan about (a) lack of faculty involvement throughout the system in the budget discussions and (b) doing something about the lack of shared

governance at UMB and BSU. There was an extensive discussion of the need to institute a procedure for faculty evaluation of campus Presidents. Dr. McClive talked about the critical shortage of faculty at FSU and their inability to fill vacant positions. Dr. Martha Siegel expressed regret, on behalf of all CUSF members that Regent Gonzales had not been reappointed. It was announced that Regents Florestano and Fineman had been reappointed. The Regents will elect new officers at their annual meeting at SU on July 10. Dr. Eghbal brought up the emergency management issue, noting that USM institutions need to have FEMA-like emergency plans in place for emergencies such as libraries. Dr. Parker thanked Dr. Boesch for his presentation and for participating in a frank and open discussion.

The meeting broke for lunch and committee meetings at 12:05 pm, and reconvened at 1:05 pm for committee reports. Dr. Brannigan announced that the Faculty Affairs Committee would form three task forces. Dr. Martha Siegel announced that the Academic Affairs Committee would deal with the K-16 issue, technological fluency, need for mathematics education, and human subjects. Dr. Richardson announced that Collective Bargaining would be one of the issues covered by the Legislative Affairs Committee. Dr. Laufer announced that she would be Chair of the Membership and Rules Committee, and that this committee would soon carry out the triennial CUSF reapportionment.

There was a brief discussion of what CUSF is and what it does.

Dr. Havas requested that CUSF focus next year on the need for an appeals mechanism when a campus is in violation of a BOR policy. Currently, there is no mechanism to file a grievance that goes beyond the campus (either to the Chancellor's office or the BOR).

Dr. Brannigan read a motion on CUSF involvement in the choice of the new Vice Chancellor and Associate Vice Chancellor for Academic Affairs. This was seconded by Dr. Martha Siegel and approved unanimously after a brief discussion. The motion is as follows: "CUSF strongly supports faculty participation in searches for administrative appointments, both as members of the committee and in publicly reviewing candidates" (wording to the best of Professor Brannigan's notes - corrections invited).

It was unanimously agreed that the Chair would send a letter in appreciation of Regent Gonzales.

Dr. Collins asked whether we should make another attempt to create a Faculty Regent. Dr. Parker replied that the Regents were not likely to favor this. Dr. Collins agreed to see if there is any precedent for this at other universities.

Dr. Martha Siegel noted that aspirational peers are frequently inferior institutions, chosen to make USM campuses look better.

The meeting was adjourned at 1:42 pm