



COUNCIL of UNIVERSITY
SYSTEM FACULTY

CUSF General Body Meeting

Wednesday, March 27, 2024

9:30 am-12:00 pm

Meeting Location: Zoom

<https://usmd->

[edu.zoom.us/j/95233481644?pwd=MzZ2WEp5Vkh5MThQbkhWd2FBK1dxQT09](https://usmd-edu.zoom.us/j/95233481644?pwd=MzZ2WEp5Vkh5MThQbkhWd2FBK1dxQT09)

FINAL MINUTES

CUSF Voting Members On Zoom: Heather Haverback (Chair, TU), Holly Brewer (Past Chair, UMCP), Rosellina Ferraro (UMCP), Tom Abrams (Vice Chair, UMB), Lorenda Naylor (Secretary, UBalt), David Anyiwo (BSU), Benjamin Arah (BSU), Loretta Baryeh (CSU), Atma Sahu (Member at Large, CSU), Ahmed Zhony (CSU), Ellen Schaefer-Salins (SU), Maida Finch (SU), Jay Zimmerman (TU), Briana Snyder (TU), Maria Joao Antunes (TU), Sergiy Borodachov (TU), Ziad Bentahar (TU), Mary Crowley-Farrell (UMGC), Emma Bate (UMGC), Agis Iliadis (ECE UMCP alternate voting), Kelly Elkins (TU), Kelechi Ekpogu (UBalt), Nagaraj Neerchal (Member at Large, UMBC), Amy Froide (UMBC), Timothy Nohe (UMBC), Miroslaw Janowski (UMB), Emily Gorman (UMB), Karen Russ (UMB), Ze Wang (UMB, alternate and voting, filling in for Jana Shen today)*, and Etahe Johnson (UMES).

Non-Voting Members on Zoom:

Dr. Alison Wrynn (USM), USM, Director of Operations, Office of Academic and Student Affairs; and Kelsey Beckett, USM, Chief of Staff to Dr. Alison Wrynn.

All CUSF members attending today were voting members.*

Guests (Non-Voting):

Dr. Candace Caraco, USM, Associate Vice Chancellor for Academic Affairs

Nancy O'Neill, Director, USM, William E. Kirwan Center for Academic Innovation

Deneen Long, SU, Faculty Senate President

9:30-9:31 a.m. Call to Order- Heather Haverback, Chair

Heather called the meeting to order.

9:32-9:37 a.m. Agenda Consent & Approval of February 2024 Minutes

The agenda was approved.

Minutes. Mary Crowley asked about delineating between CUSF members attending on Zoom and in person by voting status. Lorenda Naylor advised she will double check the February 2024 minutes to ensure voting status is identified for CUSF alternate members who are voting and non-voting. Nagaraj Neerchal advised that CUSF members need to sign in on chat with their full name, institution, regular or alternate member, and if voting today. Heather confirmed the sign in process. Lorenda Naylor sent message in Zoom chat requesting members to sign in with their full name, institution, and voting status.

9:38-9:41 a.m. Welcome and Chair Updates

Heather reported on several items. There was no Board of Regents meeting in February. She attended the USM Student Success Symposium, which was excellent.

FAFSA. The implementation of new Free Application for Federal Student Aid (FAFSA) policy has presented obstacles for students. USM is working diligently to resolve this issue and minimize impact on students and families.

Legislative Updates. Heather advised that Andy Clark delivered a legislative update on Monday, March 25th. His updates have been very beneficial. Crossover day, the deadline for legislation approval, was March 18th. There are only a few more weeks of the Maryland legislative session. Session adjournment, “Sine Die,” is on April 8th.

State Budget. Heather mentioned the state budget deficit will likely be an issue for a couple of years.

CUSF Voting for April Meeting– everyone needs to bring a cell phone or laptop device to the meeting so they can vote electronically. The meeting will be held at Salisbury University with a Zoom option. Kelsey Beckett will be sending out a test poll today to ensure voting is seamless for the April meeting.

9:42 -9:50 a.m. USM Report – Dr. Alison Wrynn & Kelsey Beckett

Dr. Alison Wrynn, USM, Director of Operations, Office of Academic and Student Affairs

Dr. Wrynn is currently attending a conference in Boston and is joining us via Zoom.

FAFSA. The Chancellor and USM staff are working tirelessly and persistently to address implementation of new FAFSA policy and procedures. The aim is to ensure financial aid deadlines are being met so students can make college selections and dorm deposits in a timely manner. The impact of the policy changes is unclear. Dr. Wrynn will continue to keep CUSF updated on this important issue.

USM Student Success Symposium – She reported that the symposium was excellent and that Bowie State University was a wonderful host and did a terrific job on logistics and coordination. USM would like to see the symposium held in the future but will need to secure resources.

Health Equity – University of Maryland College Park will be hosting a Health Equity conference this spring.

AI Webinar – USM is looking forward to the upcoming AI conference in April, which CUSF plays a major role.

UMBC – has been in the media recently. The news articles involve a former swim coach and Title IX issues. The U.S. Department of Justice (DOJ) released its report during spring break. Dr. Wrynn advised that USM is being transparent and the top priority for UMBC is caring for UMBC students and staff.

9:51-9:53 a.m. Deneen White Long, SU, Faculty Senate President –

Deneen shared that SU is thrilled to be hosting the April 25th CUSF meeting and that SU President Carolyn “Lyn” Ringer Lepre will be joining the meeting to welcome CUSF members and provide an update on SU. Heather reminded faculty to bring a laptop or cell phone to vote on the constitution and CUSF elections at the April meeting. Ellen Schaefer-Salins shared that SU will provide guest parking passes to CUSF faculty members.

9:54-9:55 a.m. Chat Sign In

Lorenda Naylor reminded CUSF attendees to type their name, institution, and if a voting member or alternate in chat so attendance and vote counts can be accurately recorded.

9:56 -10:32 a.m. Dr. Candace Caraco, USM Associate Vice Chancellor Academic Affairs

MHEC Campus Denial of Credit Report – Candace reported that each institution has to report to MHEC which college credits did not get transferred to USM campuses and the rationale for it.

USM is waiting for MHEC guidance on the 70% rule. If 70% of course learning objectives match, then the course must transfer to a 4-year campus. The challenge is that none of the course learning objectives were written with transfer classes in mind. Faculty and program directors can no longer justify credit denial based on course number (200 v 300 level). The goal is to ensure students can transfer credits from 2-year to 4-year institutions and help more students graduate.

Candace opened the discussion up for questions.

Holly Brewer asked for more details on policy implementation. Candace said the aim is to communicate fully to the sending institution details on the policy. If the transfer and sending institutions do not agree, there has to be a meeting within a short amount of time (2-3 weeks) to resolve the credit issue. Communication between sending and receiving institutions is vital to policy success.

Nagaraj Neerchal advised that some of their courses have pre-requisites and when academic directors make changes to courses this information is fully communicated. His question is how can changes be fully communicated to 2-year community colleges, MHEC, and other USM institutions. Candace advised that MHEC is trying to resolve the communication issue. The learning management software (LMS) company Canvas bought Instructure, and Instructure owns Parchment, which provides student transcripts and credential documents. Can the Articulation System for Maryland Colleges and Universities (ARTSYS) show course changes so all campuses can receive the information in a timely manner? If catalog course description changes it needs to be reflected in ARTSYS (<https://artsys.usmd.edu/studentinfo.html>). Nagaraj advised that AI might be able to pick up similar word or same words across course syllabi and course descriptions. Candace advised that some issues are transferring credit from 2 to 2-year colleges, 2 to 4-year universities, and 4 to 4-year universities.

Heather Haverback asked about comparing classes. Using an example at TU, she asked how do you count an ethics dance class for an ethics in teaching class? What rationale is utilized if both classes are based on ethics. Candace advised that course learning objectives and course descriptions are vital to comparing classes. Also, it's important that the required course grade, required grade for general education requirement, and grade for academic program requirement are consistent for transfer students and non-transfer students.

Jay Zimmerman advised that some courses require a B or better for a grade, while others require a C. Candace advised you can continue to require course grade minimums, but the new regulation requires that transfer students be treated the same as non-transfer students. All are required to earn a B or all students are required to earn a C. Plus, keep in mind that retention requirements are not the same as program requirements or course requirements. Jay pointed out that some programs have accreditation requirements such as a course grade minimum. Candace advised accreditation grade requirements are fine but when evaluating course credit that you can't say a B at a community college isn't the same as a B at a 4-year college. The general principle is to treat transfer students and non-transfer students the same.

P&T Policy Revisions Task Force – Candace requested feedback on the P&T policy revisions. USM made edits such as fixing numbering, punctuation, grammar, and titles. Heather reminded everyone the document was sent to everyone via email if they wish to review it. Candace shared that the next steps are” 1) feedback will be received until early April, then 2) the policy goes to the BOR, Education Policy; 3) if approved by the full BOR then the policy will go into effect July 1st. Examples of titles include Lecturer and Senior Lecturer, and Principal Lecturer. Each campus picks either lecturer titled or assistant professor titles, but not both. Titles vary across institutions.

Nagaraj Neerchal – asked if the amended P&T document will go to the chancellor. Candace advised yes it would be reviewed by Chancellor Perman. However, the BOR, Education Policy committee approves it, then it goes on to the full BOR for a vote.

Tom advised he noticed a new provision on faculty termination in the proposed P&T document. Candace advised there is not a new provision on termination. The change is instead of using the word “incompetence” the committee suggests using the language “not able to perform job duties” (p. 5 paragraph 7). The goal is to provide clarification, but the process has not changed. Faculty member decides the process.

10:33-11:09 a.m. Nancy O’Neill, Director, Kirwan Center for Academic Innovation

Nancy is requesting feedback on the Kirwan Center’s mission statement and 3-year plan.

Mission Statement: “Our mission is to leverage the power of collaboration, the promise of learning technologies, and the diversity of Maryland higher education institutions to scale and sustain innovative, accessible, and enriching educational experiences.” Available at: <https://padlet.com/USMKirwanCenter/kirwan-center-draft-mission-41gc90exxjezj4qw>

Holly Brewer asked if the Kirwan Center will continue to focus on higher education or also include K-12? Nancy advised the core focus for USM and the Kirwan Center is higher education, however they are partnering with K-12 when possible to ensure successful pathways to college.

Mirosław Janowski asked about research being a part of the mission statement. Nancy advised that the Kirwan Center has hired a new staff person who focuses on research and that high impact practices include undergraduate research.

Amy Froide asked who will be in charge of technology? Nancy advised she will look into this further.

Agis Iliadis – suggested that the mission statement include how the mission will be completed? Nancy stated that they will coordinate teaching and learning centers at each campus.

Ahmed Zhony asked the size of the budget to implement the mission statement. Nancy advised the budget is limited but we need to do a better job of telling our story to attract more funders.

Heather Haverback asked if the Kirwan Center is the umbrella over the teaching and learning centers. Nancy advised there is not a formal relationship where the Kirwan Center administers each campus center, but rather there is an informal relationship where information is coordinated and shared to facilitate teaching and learning.

Holly Brewer recommended adding faculty to the mission statement. Heather affirmed the importance of adding faculty and staff.

Tim Nohe asked Nancy to define scale in the mission statement. Nancy advised she utilizes the term to refer to all USM campuses.

Heather Haverback asked how credentials is being defined. Nancy advised it is a mechanism to validate student learning in ways that don't have traditional validation. Students earn badges and certificates by taking several courses bundled together, known as credentials.

11:10-11:17 a.m. Break

11:18-11:50 a.m. Rules Committee – Edits/Change to Constitution (Institution Names), Second Read/Vote.

Heather called for a vote on the constitution. Votes on the constitution are transparent. Holly made motion to approve changes to CUSF constitution. Jay said a motion was not necessary since a motion was made last month at the CUSF meeting. Jay, our parliamentarian, advised we need a roll call vote.

Kelsey Beckett stated there are 21 voting members right now. Heather advised we need 2/3s of CUSF members for a quorum. Nagaraj suggested that the vote be done asynchronously and go to every one (even those who are absent) and give people 24 hours to vote since the discussion took place at the February meeting. Holly Brewer made motion to approve changes to CUSF constitution. Jay Zimmerman said it was not necessary since motion was made last month.

Holly made motion to vote asynchronously on Constitution changes and Ahmed Zhony seconded the motion.

Voted yes: 17

Voted no: 1, Mary Crowley

Abstentions: None

Final Vote: 17 to 1 to 0.

Asynchronous vote on constitutional changes is approved. Jay advised it must be voted on at beginning of meeting in April to ensure a quorum. There was a robust discussion on voting asynchronously. Heather stated since roll call was not taken before the vote, the vote is not valid. Holly withdrew the motion to vote. The vote on the CUSF Constitution will take in April and May.

Mary Crowley advised that the constitution requires changes to the Constitution to be voted on at meetings.

11:50-11:54 a.m. CUSF Elections Nominations

Jay Zimmerman shared the current CUSF Nominations. Chair: Heather Haverback; Vice-Chair: Tom Abrams; At-Large: Nagaraj, Loretta Baryeh, Ahmed Zohny. Jay advised that you can't nominate on day of election. Jay shared that each campus can have only one representative on ExCom. He also advised there is a trickle-down vote. He will ask each nominee to write up a paragraph to send out to CUSF Members. It is a self-nomination process.

11:55-11:59 a.m. Committee Updates

Legislative Committee: Holly Brewer reported that the retirement prescription drug benefit is not likely due to budget constraints; they are starting conversations on teacher education (K-12); advocating for faculty representation on Board of Regents. Holly reported the committee needs to start now on these legislative issues, not next academic year.

Education Policy: Mary Crowley-Farrell – AI showcase will take place in April on Zoom, CUSF has been very involved in the planning process, James Lang is the keynote, 16 panels, will be recorded and posted on website, 500+ registered. <https://www.usmd.edu/cai/incorporating-generative-ai-learning-experiences-virtual-showcase>

Research: Tom Abrams reported that they ran into obstacles on research portals, still working on research done on animals.

Awards Committee: Ben reported their work is done for the academic year.

Faculty Concerns: Lorenda Naylor reported that Doris is not able to attend today. Ellen Schaefer-Salins and Lorenda Naylor reported there are no subcommittee updates on affirmative action.

12:00 p.m. Meeting Adjourned

Lorenda Naylor made motion to adjourn and Ellen Schaefer-Salins seconded the motion. Formal meeting adjourned at 12:00 p.m..

12:00-12:30 p.m. CUSF Committee Meetings - optional

List of AY24 CUSF meetings provided on next page.

Month	Schedule of CUSF General Committee Meetings AY- 2023-2024	Location
September	9/20/23 (Wednesday)	Virtual 9:30-12:30
October	10/24/23 (Tuesday)	In Person USM Baltimore 9:30-1:00 <i>(lunch will be served)</i>
November	11/15/23 (Wednesday)	In Person UMBC Joint-Council Meeting <i>(details forthcoming)</i>
December	12/13/23 (Wednesday)	Virtual 9:30-12:30
January	1/23/24 (Tuesday)	In Person USM Adelphi 9:30-1:00 <i>(lunch will be served)</i>
February	2/23/24 (Friday)	Virtual 9:30-12:30
March	3/27/24 (Wednesday)	Virtual 9:30-12:30
April	4/25/24 (Thursday)	Salisbury University
May	5/15/24 (Wednesday)	Virtual 9:30-12:30
June	TBD	