

CUSF General Body  
Meeting  
University of Baltimore  
Baltimore, Maryland

**Minutes**  
Tuesday, September 16, 2014

Institution	Attendance
<b>Bowie (2)</b>	Joan Langdon; Monika Gross
<b>Coppin (2)</b>	Virletta Bryant; Christopher Brittan-Powell
<b>Frostburg (3)</b>	Robert Kauffman, Benjamin Norris; Elesha Ruminski
<b>Salisbury (3)</b>	Dave Parker, Paul Flexner
<b>Towson (4)</b>	Jay Zimmerman; Pat Alt; Thomas Krause; Beth Clifford; Amanda Burnham
<b>UB (2)</b>	Patria de Lancer Julnes; Julie Simon; Stephanie Gibson; Dan Gerlowski
<b>UMB (5)</b>	
<b>UMBC (3)</b>	Nagaraj Neerchal; James Stephens; Roy Rada
<b>UMCES (2)</b>	
<b>UMCP (6)</b>	William Stuart; William Montgomery; (Lila) Angie Ohler;
<b>UMES (2)</b>	E. William Chapin; Robert Johnson
<b>UMUC (3)</b>	Betty Jo Mayske; Margaret Cohen; Joyce Henderson; David Hershfield
<b>USM Guest(s)</b>	Joann Boughman; Zakiya Lee; John Wolfe; M.J. Bishop

CONVENING THE MEETING – 10:00 a.m.

Virletta Bryant formally convened the meeting at 10:10 a.m.

WELCOME FROM HOST CAMPUS – 10:10 a.m.

Patria Julnes introduced Kurt Schmoke, University of Baltimore President since July 2014. Dr. Schmoke welcomed CUSF to UB. He stated that with the start of the new academic year a conversation is now underway about the future of UB. He described its history back to 1925, when it was a private law and business school. It joined the state system as an upper-level institution in 1975, and began admitting freshmen in 2006, due to a huge spike in high school graduations in the state. Now, with approximately 6,500 total students, the number of freshmen is still quite small, and he and the Deans are looking at redesigning the admission process to stop admitting late applicants. They are also meeting with all groups on campus and the Chancellor to decide about the future capacity of the campus, with an emphasis on quality over

quantity of students. He's also been meeting with the Presidents of Community Colleges in the state, and looking at further online opportunities (as the MBA program has already expanded in that direction).

#### AMENDMENT OF AGENDA –10:20

It was unanimously agreed to postpone Joanne Goedert's presentation to 1p.m.

#### INTRODUCTIONS – 10:25 –

All present briefly introduced themselves.

#### WELCOME FROM UB SENATE CHAIR: 10:30

Dan Gerlowski, the UB Senate Chair welcomed the meeting. He pointed out that the faculty do feel involved in the revisions of the plans for the future, and appreciate Schmoke's approach. He needed to leave in order to meet with his students.

#### APPROVAL OF MINUTES -- 10:30

Jay Zimmerman pointed out that we did pass the first reading of the amendment to the bylaws at that meeting. There were also some corrections to the attendance list. It was moved and seconded to approve the corrected minutes of the June CUSF meeting. The motion passed unanimously.

#### SENIOR VICE CHANCELLOR REPORT– 10:35 a.m.

Joann Bougman reported on a variety of USM activities, including:

1. The Chancellor search is moving forward, but there is little information available. The committee indicates that they are on a "positive path" to have a name by "late Fall". There was some interest expressed by CUSF members that we need to be contacting the faculty and staff members on the committee with any concerns we have. The question was raised about whether the HBI situation is being brought forth in the process. Dr. Boughman indicated it is, but she can't go further as the discussions are all private.
2. Tuition Remission - The Board of Regents meeting planned for this Friday (9/19) will take up the tuition remission policy discussion items raised by CUSF and CUSS. The new policy was passed unanimously by the Finance Committee, but there have also been discussions in other committees about campuses "losing/winning" in the process. The Chancellor has been emphasizing the need to operate as an "inter-institutional" system. The question was raised about whether students will be able to get tuition remission on other campuses...the committee hopes to have that clarified by spring.
3. Sexual Misconduct – These policies must be redone by all campuses, looking closely at the overlaps and distinctions between "misconduct" and "assault". At present, the policies often include discrimination also, and there is a lack of clarity about false accusations. There is a system-wide workgroup looking at the language to be used, applicable laws, etc. One big concern is that there are challenges from state and Federal law. The workgroup is trying hard to keep the policy fair and clean.

4. Reexamining PTRM/ARM documents for the system- The committee is in early stages of a new draft policy. They are aiming for a much more concise systemwide framework. The CUSF representatives are Robert Kauffman, David Parker, and Stephanie Gibson. The committee consists of folks recommended by the Provosts with some expertise in the area. Kerry Ann O’Meara from UMCP is also a key member. One large underlying discussion is about how to best represent at the system level the variety of types of positions which are actually being used on campuses. The key principles to be built into this new policy are: (a) academic freedom, using CUSF wording; (b) importance of the peer review process; and (c) continuous frequent review and a solid feedback process, including post-tenure review, etc. The USM staff will work with the Legislature on revising the requirements legally (they were last changed in 1999).
5. Workload – This committee is still under way, but has no report yet. Jay Zimmerman reported that there has been little feedback about whether changes can happen. Joann Boughman reported that campuses must continue to use the old policy until it is changed, but that the committee is looking for other measures, including for student success. There is also an effort under way to get the BOR better educated about the importance of activities such as advising, internship supervision, etc. The next challenge will be the Provosts. A question was raised about how this committee will link with campus-level committees, but it is still unclear.
6. Retirement Incentives – The unfolding of proposed changes in retirement incentives are still in a “holding pattern”, although the BOR did pass a retirement policy in June. The USM staff will send further information to CUSF.

#### ACADEMIC INNOVATION AND THE MARYLAND OPEN SOURCE TEXTBOOK INITIATIVE – 11:20 a.m.

M.J. Bishop, who is the newly-hired Director of the USM Center for Academic Innovation, gave a report. She came from Lehigh University, and has a background in Instructional Technology).

The Center for Academic Innovation is looking at existing innovations, with a strong sense that academic transformation must come from the faculty, and use research-based practices. Maryland is a bit ahead of the curve nationally, as we have emerging infrastructure on each of our campuses. The plan is to recognize the diversity of the campuses, and deal with issues as they emerge. For instance, last year, a social media policy was passed which excluded using it for academic purposes. Questions were raised about: how to capitalize on the “residential experience” in Face to Face classrooms; where funding will be found for new initiatives; whether our facilities provide barriers and/or opportunities; and how to sustain change over time.

The Maryland Open Source Textbook Initiative (MOST) is providing information and motivation for more use of open resources in courses. A conference was held last Fall, and a process is now being piloted with eleven faculty and 1,100 students. It is producing very serious savings in textbook costs. Both the conference and another round of the pilot project

will be happening this Fall, with the assistance of Luman Learning's Open Educational Resources (OER) program. Student Councils are being surveyed system wide about what students are currently using in classrooms. The UMUC representatives expressed concern about a potential policy (not faculty driven) in their institution requiring that no textbooks be used at all unless they are free.

Discussion followed about the implications of advancing technology for other areas of faculty lives, such as PTRM. One possibility MJ mentioned was that these systems might be used to create more/better peer review. Joann pointed out that the faculty can include it in their own PTRM processes on campus. There was further discussion about how to share "best practices" among campuses. How does all of this fit with the size of classes and the faculty/student ratio? What will it mean for tenure processes, and might it make faculty less able to get books published?

PHOTO – Noon

Robert Kauffman took the 2014-15 photo of all CUSF members present, for our web site.

LUNCH – 12:15 p.m.

Committees didn't meet during lunch. Their full membership for this year will be determined before our October meeting.

LIAISON COORDINATION – 12:45 p.m.

James Stephens and Bill Montgomery will be coordinating information dispersal to the campus liaisons. Jay and Virletta pointed out that the campuses have to let the Executive Committee and USM know who their representatives and liaisons are each year, as the process is not the same on all campuses. On some campuses they are picked by the Senate, but not on all. Discussion followed about how to make sure the CUSF liaisons are connected to the Senates, and can act as conduits for information back and forth. One example raised was the tuition remission discussion last year.

CONSTITUTIONAL REVISION – 1:00 p.m.

The proposed change in CUSF's by-laws to add a responsibility for the Chair to submit an annual report to the Chancellor on shared governance (in By-Law 4.5a) was unanimously approved.

ASSISTANT VICE CHANCELLOR FOR ADMINISTRATION & FINANCE – 1:05 p.m.

JoAnn Goedert reported on the Department of Budget and Management (DBM)'s changes to the state employee health benefits for 2015. Every five years, they review the health plan and do procurements for insurance providers. There are some large changes coming, and a fact sheet will be sent to campuses clarifying all the shifts. At some campuses, at least, faculty and staff will have to fill out paperwork re-enrolling this year. The full impact on employees, retirees, and family members isn't entirely clear at this time.

OLD BUSINESS – None for this meeting

NEW BUSINESS – 1:30 p.m.

Jay Zimmerman was given a plaque as an award for his two years of service as CUSF Chair. Joann Boughman pointed out that the Chancellor has used the report Jay prepared on Shared Governance as part of the annual review of campuses. There is hope that future Chancellors will continue this practice.

There was energetic discussion of several key questions, particularly about the future structure of UMUC, given their eight week “semesters”; limits on how many courses an adjunct can teach; confusion about what is “full time”; the infrequency of their shared governance meetings; and their President’s interest in changing their mode of operation. How does the Affordable Care Act’s requirement of providing insurance for those with a “75%” workload fit? Joann Boughman reported that the BOR committee leaders are looking closely at the situation, but there is no report yet.

ADJOURNMENT – 2:00 p.m.

With no further business, a motion was made to adjourn the meeting at 2:00 p.m. The motion was unanimously passed and the meeting was adjourned.

Respectfully Submitted,  
Patricia M. Alt  
Secretary