UMES Senate Meeting  
Senate Minutes for September 9, 2014  
11am Frederick Douglass Library  

I. CALL TO ORDER  
The joint Faculty Assembly and Senate meeting was called to order at 11:05am by Dr. Lombuso Khoza.  

II. APPROVAL OF MINUTES  
The May 19 Senate minutes were moved by Dr. Bill Chapin and seconded by Dr. Mark Williams. There being no changes, the minutes were approved as submitted.  

The Senate chair, Dr. L. Khoza introduced her executive committee: Ms. Jinawa McNeil (Vice Chair); Dr. Veronique Diriker (Secretary), and Mr. Joseph Bree (Parliamentarian). Dr. Khoza said that the Senate theme for the year is: SERVICE, PARTICIPATION AND ACTION.  

III. INTRODUCTIONS AND WELCOME (PRESIDENTIAL REMARKS)  
• Dr. Juliette B. Bell congratulated Drs. Khoza and Chapin for leading the Senate and the Faculty Assembly respectively. She also thanked both executive committee members for serving.  
• Dr. Bell said that our Fall 2014 enrollment target was 4,378. As of the day of the meeting, the enrollment was 4,277 with 800 freshmen and 200 transfer students. The leadership will have to identify cost cutting measures and seek opportunities for more efficiency. A letter from Dr. Bell is forthcoming.  
• Our graduation rate has climbed from 32% in the last few years to 37% last year. Our first year retention rate went from 68% to 73% last year. An almost record number of students graduated in 2014 (754).  
• UMES obtained the Carnegie Classification with 20 doctoral researchers.  
• Thompson Hospitality has made a significant investment in UMES (scholarships and Department of Hotel and Tourism support).  
• We must begin our self-study process this year in order to attain re-affirmation of accreditation. Dr. Bell will be calling on faculty and staff.  
• The Hawkspitality initiative is still a priority. Input from staff, faculty and students and adherence to our ICARE core values are critical to improving our customer service across campus.  
• The Climate Survey results have been assembled into a report. Dr. Bell thanked Dr. Stanley Nyirenda for his compilation work. Dr. Bell said that a committee will be
formed to review the report and make recommendations. The recommendations will be shared in the form of a town hall meeting and feedback will be sought.

- Dr. Bell said that in order to keep the lines of communications open she will continue to hold her “Chat & Chew” sessions once a month and will encourage her senior staff to do the same. A list of the meetings will be published.
- Media personality Ed Gordon will speak at the Inaugural Lecture Series meeting on September 10. Everyone is invited to participate. Mr. Gordon will also be the Convocation/Summer Commencement speaker.
- Finally, activities designed to improve campus safety and security were implemented over the summer: 100 white boards are in place, a new crosswalk by residence hall was installed, and 21 blue lights have also been installed across campus.
- Priorities for FY 15 are as follows:
  - Self-Study
  - Identification of Signature Programs
  - Marketing Plan
  - Academic Strategic Plan
- Dr. Bell added that it will take all of us to accomplish our goals.

IV. OLD BUSINESS

“Happy Video”
  - Ms. Alissa Carr showed the Happy Video posted on YouTube. She explained that it was the culmination of 3 ½ days of filming across campus.
  - The next video will be a virtual campus tour and Ms. Carr will call on different divisions and department for help.

Student Focus Group Update
  - Dr. Stephanie Krah explained that the Student Focus Group report will be posted online once it has been finalized. She thanked Dr. Jada Brooks for transcribing all of the student quotes.
  - She said that the next step has to be action on the part of faculty and staff: we all need to strategize for implementing changes and improvement re: customer service and student needs.
  - She added that students want us to show that we (faculty/staff) care about their success at all times.

Distance Marking Update
  - Dr. Mark Williams explained that the Athletic Committee has identified 4 walking trail routes on campus: ¼ mile, ½ mile, ¾ mile, and 1 mile. The next to be identified will be the 2 mile trail.
V. NEW BUSINESS

Website Redesign
  o Ms. A. Carr and Mr. Ken Kundell explained that the web team has been working on a website redesign using best practices in the field. They are hoping that by the end of the fall semester, the first few pages will be up and running.
  o They will create 5 templates to start. Training sessions will be offered to staff and faculty and outside consultants for those who have used external designers for their pages.
  o The goal is to create a user friendly site that is 100% responsive to mobile phones and tablets and keep the UMES branding in mind for all pages.

VI. ANY OTHER BUSINESS

Dr. Joseph Pitula raised a question: Who is in charge of courses and curricula? Dr. Khoza answered that the Academic Affairs Committee is the entity in charge with Dr. Mark Williams as the chair. Some discussion ensued about the deadline for submitting a letter of intent re: a new program. Dr. Khoza said that she will follow up with Dr. Pitula.

The Senate meeting portion was adjourned at 11:45 am.

Respectfully submitted,

Veronique Diriker, Ph.D., CFRE