UMES Senate Meeting

Minutes for October 8, 2013

11am Frederick Douglass Library

I. The meeting was called to order at 11:05am.

II. A motion to approve the September 10th, 2013 minutes was made by Dr. R. Johnson and seconded by Dr. M. Williams. The vote was approved and carried.

III. Old Business

   Campus Climate Survey Update

   • Ms. S. Hallowell, who serves as secretary of the committee, informed the body that Survey Monkey would not be used to collect the data as it detects IP addresses. Posters will be used to advertise the need for surveying participants. A pilot study will be conducted and one week to collect the data. The survey is to be complete by December 20th. The committee was to meet on September 10th at 2pm.

   Policy on Request for Overload Update

   • A motion was made by Dr. Mollett to table the update to be made during the November Faculty Assembly meeting. This was seconded by Dr. M. Williams. The chair of Faculty Assembly agreed to have the update be put on the agenda and requested the body to email her with matters related to the item. The body moved that the Faculty Assembly discuss the overload policy.

Standing Committee Elections

• The Academic Affairs Committee chair is Ms. M. Demanche. The members are Dr. N.L. Bennett, Dr. M. Williams, Dr. D. Cooledge, and Dr. T. Mollett. Open positions were tabled, with the Senate president, Dr. L. Harris, offering to send an email out for those interested in the positions to stand. The president plans to meet with the chairs of the standing committee.

Constitution Review

• The senate president informed the body that the constitution has yet to be posted with amendments. The approval process requires faculty, administration, exempt staff, and students. Amendments will be posted in red on the senate website.

• Discussion brought forth the fact that the faculty assembly elects senators to represent senate. Last year 16 senators were elected from faculty assembly. Senators have a two-year term according to the faculty assembly constitution.

• Discussion was tabled moved by Ms. M. Demanche and seconded by Dr Spinner.
IV. New Business

Bi-monthly meeting with President Bell

- The senate president informed the body that she would be meeting with President Bell about senate matters, and those that were interested could email her about items to discuss with the president.

Student retention

- Dr. R. Johnson raised issue on the need to have a long-term plan to help with retention in relation to registration, financial aid, and housing.
- Discussion included financial aid matters being a priority to students instead of attending classes in part because faculty does not teach the first week of class; and insufficient and/or unavailable course texts in the bookstore.
- An ad-hoc committee was created comprising of Dr. R. Johnson and Dr. W. Talley, who requested the body to send Dr. R. Johnson emails regarding matters related to student retention.

Senate meeting attendance

- Dr. B. Chapin requested that the Provost sent out emails to get non-faculty attendance at the Senate meetings.

Dining Services

Dr. Holden reported that a request for proposal has been sent out to solicit vendors for the privatization of the UMES dining services. This is to gives students other options, and efficiency of operations. The committee consists of Dr. Ronnie E. Holden, Ms. Jacqueline M. Collins, Mr. Javid K. Brathwaite, Dr. LaKeisha L. Harris, Dr. Anthony L. Jenkins, and Mr. Justin M. Thompson. The committee does not include members of the Hotel Restaurant Management program. Dr. Holden stated that some staff and management will be impacted job-wise once the vendor has been appointed.

Campus parking

- Dr. T. Mollett requested that a letter be sent to the Chief of Police to enforce parking regulations particularly in Lot I and Kiah Hall. The motion was seconded by Dr. D. Satterlee.
- Dr. L. Harris will write the letter to Mr. Leatherbury.

Curriculum Review Process

- Dr. Stuft questioned the transparency of the curriculum review process. Ms. M. Demanche responded that the Senate president is responsible for delivering information to the vice president for academic affairs all through to senate minutes proving actions. Ms. M. Demanche can meet with the provost to address how curriculum matters are processed.

The meeting was adjourned at 12:10 pm.