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FACULTY SENATE AGENDA

December 12, 2012

Room 2, Wells Conference Center

3:00 pm refreshments with agenda starting at 3:15

I. Welcome and Announcements

Scheduled: Update on University of Maine System Issues, Dr. James Page, Chancellor (3:15, January 16, Room 2, Wells) followed by Elected Members Meeting

II. Approval of 14 November 2012 Minutes

See DRAFT at <http://umaine.edu/facultysenate/senate-minutes/2012-2013/november-14-2012/>
Also in Appendix 2

III. Committee Reports

Board of Trustees Representative – Bob Rice

Academic Affairs – Richard Borgman & Judy Kuhns-Hastings

Constitution & Bylaws – Mick Peterson

Research & Scholarship – Robert Gundersen

Finance & Institutional Planning – Jim McClymer & Tom Sandford

University Environment – Andrew Reeve & Michael Scott

Library Advisory – Robert Rice & Howard Segal

Service & Outreach – Emmanuel Boss & Claire Sullivan

Committee on Committees – Roy Turner

Program Creation & Reorganization Review – Mick Peterson, Acting Chair

General Education – <chair vacancy>

Ad Hoc IT Advisory – Martha Novy-Broderick & Michael Scott

Reports of Faculty Members on Committees of the Administration

Blue Sky Steering Committee: *Harlan Onsrud, Robert Rice*

Pathway 1: Serving Our State: Catalyzing Maine's Revitalization, *Michael Peterson*

Pathway 2: Securing Our Future: Ensuring Financial Sustainability, *Jim McClymer*

Pathway 3: Embracing a Culture of Excellence: Promoting Spirit, Community and Collaboration, *Rick Borgman*

Pathway 4: Transforming Lives: Strengthening the UMaine Undergraduate and Graduate Student Experience, *Judy-Kuhns Hastings*

Pathway 5: Restoring the Dream: Renewing Pride and Stewardship of Place, *Doug Bousfield*

Other Committees of the Administration

IV. Presentation: Graduate School Update, Dr. Daniel Sandweiss, Dean and Associate Provost for Graduate Studies & Questions of the Administration

V. Old Business

VI. New Business

VII. Adjourn

APPENDIX 1

Sept 12, 2012

Fall 2012 Faculty Senate Committee Agendas

The designated areas of responsibility for each standing committee may be found in Article IV at <http://umaine.edu/facultysenate/bylaws/>

Academic Affairs

Co-Chairs: Richard Borgman and Judy Kuhns-Hastings

- 1.) Change of Grade Policy (to complete from last year—involves procedures for faculty to change a students' grade).
- 2.) Work towards retention of tenure stream positions to ensure curriculum integrity. That is, explore the issue of tenure track positions versus the move to temporary, adjunct, non-tenure faculty.
- 3.) Academic Affairs was charged to serve as an initial inquiry group to gather basic information about certificates and existing review processes at both undergrad and grad level.
- 4.) Academic Affairs was requested to explore a potential calendar change. Perhaps a modified Tu/Th and Mon/Wed sort of schedule, with MWF classes in morning and M/W classes in afternoon. (Started last year. We have gathered some data from other schools and need to move forward.)
- 5.) Common core and articulation agreements.
- 6.) Course credit for military experiences
- 7.) Clarifying peer definition and peer selection for all new faculty hires.
- 8.) General: Process any requests to the Senate relating to academic matters including university-wide degree requirements, curriculum matters involving two or more colleges, the academic calendar, academic freedom, academic standards, academic performance, the assessment of academic outcomes, academic titles, criteria for ranks, admission standards, grading, evaluation of teaching, student academic standing, honorary degrees, and the library.

Committee on Committees

Chair: Roy Turner

- 1.) Process requests to the Faculty Senate for appointment or nomination of faculty members to campus committees formed by the administration or others
- 2.) General: Make recommendations to the President of the Senate for all faculty members of each standing committee. At the March meeting, the Committee on Committees presents preferably at least two candidates for Vice President/President-elect, Secretary and Board of Trustees Representative.

Constitution and Bylaws

Chair: Mick Peterson

- 1.) Review the Constitution and Bylaws and propose and process any amendments as needed
- 2.) Review the Faculty Hand-Book, develop a revised draft, post as a web-based html draft, solicit comments and potential revisions and propose for approval by the Senate
- 3.) General: Review any proposed amendments to the Constitution and Bylaws of the Faculty Senate.

Finance and Institutional Planning

Co-Chairs: Jim McClymer and Tom Sanford

- 1.) Pursue increased transparency of academic financing
- 2.) Assess financial and institutional planning implications of Blue Sky proposed actions
- 3.) Pursue greater committee inclusion in campus and system financial planning processes
- 4.) Review experimental funding of programs
- 5.) General: Review matters and make recommendations to the Senate in matters relating to administrative organization, institutional planning, and budgetary issues affecting university priorities and allocation.

General Education

Chair: to be named

- 1.) Track and assess development and revision of campus General Education course requirements
- 2.) Explore alternative General Education models with the goal of achieving more effective models

3.) General: Serve as a liaison with all campus administrative committees dealing with general education and bring to the attention of the Faculty Senate issues relating to general education

Library Advisory Committee

Co-Chairs: Robert Rice and Howard Segal

- 1.) Facilitate and promote means for populating the Digital Commons (i.e. the campus Institutional Repository hosted by Fogler Library)
- 2.) General: Review and make recommendations to the Senate in matters relating to the functions of the library including physical plant needs, staffing levels, financial support, service to the academic community, adoption of new technology and policies affecting the campus academic environment.

Program Creation and Reorganization Review Committee

Chair: Michael Grillo

- 1.) Follow up the processing of all academic programs that went through a suspension process but that have not yet been formally eliminated or reconstituted in another form. Document the findings on the web.
- 2.) Facilitate interdisciplinary program development as appropriate.
- 3.) Track and assess proposals for undergraduate and graduate certificate academic program proposals.
- 4.) Assess e-learning programs potentially affecting existing academic programs
- 5.) General: Receive and review proposals for the creation, elimination and reorganization of academic programs and present recommendations to the faculty senate for approval.

Research and Scholarship

Chair: Robert Gundersen

- 1.) Support expanded faculty Peer Mentoring for research and scholarship
- 2.) Work with the *Office of Research and Sponsored Programs* and the *University Research Council* to assess progress on the *Strategic Implementation Plan for Enhancement of Research, Scholarship, and Creative Activity* (Jan 2012) with due consideration to the comments made in *Faculty Responses to the UMaine Strategic Implementation Plan for Enhancement of Research, Scholarship, and Creative Activity* (150 faculty survey responses, April 2012) (See <http://umaine.edu/facultysenate/documents/>).
- 3.) General: Review and make recommendations to the Senate on matters relating to research including research priorities, research funds, patents, the protection of human and animal subjects, and research safety.

Service and Outreach

Co-Chairs: Emmanuel Boss and Claire Sullivan

- 1.) Document or develop service learning opportunities for undergrad and grad students with communities, non-profits, companies and agencies (e.g. implementation is typically at the academic department level)
- 2.) Explore options for better highlighting faculty service to disciplines or professions
- 3.) Keep the campus informed about criteria needed to attain or retain campus stature or credentials with external audiences, e.g. Carnegie Classification, and make suggestions to retain or achieve
- 4.) General: Review and make recommendations to the Senate regarding service and outreach issues and opportunities that affect the university and its communities.

University Environment

Co-Chairs: Andrew Reeve and Michael Scott

- 1.) Pursue means for achieving better interdisciplinary campus experiences and academic programs for students without undercutting core programs
- 2.) Pursue physical and technology improvements for classrooms
- 3.) Pursue electronic teaching, research and communication infrastructure improvements in consultation with the IT Ad Hoc Committee
- 4.) General: Review and make recommendations to the Senate in matters relating to the academic and physical environments of the University including cultural programs, energy and resource conservation, sustainability, free speech and assembly, athletics, public relations, residential life, safety, facilities, and conduct.

Ad Hoc IT Advisory Committee

Co-Chairs: Martha Novy-Broderick and Michael Scott

- 1.) Pursue further co-ordination of the various IT groups on campus and across System

- 2.) Work with the Academic Affairs Committee on how academic needs might better drive development of the technologies required for various modes of E-Learning
- 3.) Pursue electronic teaching, research and communication infrastructure improvements in consultation with the Environment Committee
- 4.) Assess progress on the *The University of Maine Information Technology Strategic Plan* (Final Draft 23 Feb 2012) with due consideration to the comments made in *Faculty Responses to the UMaine Information Technology Strategic Plan* (127 faculty survey responses, April 2012) (See <http://umaine.edu/facultysenate/documents/>).

APPENDIX 2

DRAFT FACULTY SENATE MINUTES **November 14, 2012**

Posted at <http://umaine.edu/facultysenate/senate-minutes/2012-2013/november-14-2012/>

DRAFT FACULTY SENATE MINUTES **November 14, 2012**

Present: Jason Bolton, Richard Borgman, Emmanuel Boss, Douglas Bousfield, Ian Bricknell, Dick Brucher, Benildo de los Reyes, Charlsye Diaz, Thane Fremouw, Michael Grillo, Robert Gundersen, Dennis King, Judy Kuhns-Hastings, Bill Livingston, James McClymer, Robert Milardo, Paul Myer, Harlan Onsrud, Jay Rasaiah, Andrew Reeve, Brian Robinson, Thomas Sandford, Michael Scott, Howard Segal, Claire Sullivan, Gail Werrbach, David Yarborough, Bob Rice, Kathryn Slott, Susan Hunter, Stuart Marrs, Melvin Johnson

Absent: John Allen, Steven Barkan, Stephen Coghlan, William Congleton, Mauricio da Cunha, Marcia Douglas, Dylan Dryer, Janet Fairman, Ramesh Gupta, Gordon Hamilton, Clarissa Henry, Steven Kimball, Dorothy Klimis-Zacas, Mary Ellin Logue, David Marcincowski, Martha Novy-Broderick, Ray Pelletier, Michael Peterson, Philip Trostel, Roy Turner, Chuck Wallace, Mark Wells, Robert Strong, Paul W Ferguson, Melvin Johnson, Jennifer Hooper (GSG), Robert Jackson Pineau (USG), Molly MacLean

The meeting was called to order at 3:22 pm

I. Welcome and Announcements:

The Executive Committee is drafting a response letter regarding Performance Based Funding.

II. Approval of September 2012 Minutes

Vote: Unanimous support

III. Committee Reports

BOT Rep – Robert Rice

The BOT met on Nov. 4 and 5 in Presque Isle. This is the meeting where enrollment reports are given. Based on full-time students, Orono has 7,804 undergrad and 1,236 graduate students; USM has 5,362 undergrads and 1,509 graduate (grad number includes certificate programs). There was a land swap with Sewall Co. which added to the forest out near Forest Avenue. In advance of bond dollars being allocated, the university has been authorized to spend \$3.5 million on the AEWG project.

There were a number of initiatives from the System Office and BOT. 1) Commitment to save \$24 million in 3 years with most of that coming from IT, procurement, and HR savings. 2) Credit Transfer is an ongoing initiative. 3) Performance metrics is on going, intent to align money with performance, not sure what formula will be used. There is a website but can't input comments at this time. 4) Credit transfer performance metrics and adult learners. Recommends electronic communication tools to assist with transfer, block transfer of the general education core, major program to program articulation programs and adult and transfer completion emphasis including higher learning assessment credits. Plan should be in place by Jan. 2013. The other program that was put forth was the ABCDE (Adult Baccalaureate Completion for Distance Education Committee).

Q. If the goal is not met on performance, who decides how much money to hold back?

A. Not sure until we see the metrics, no details have come out.

Provost Hunter stated that there is a stop loss but no details at this time.

Academic Affairs –Richard Borgman & Judy Kuhns-Hastings

Met today, there are a couple items being worked on. An email request went out regarding a schedule shift from MWF to MW, most responses were in favor of the shift. The next step is to see what is possible. The committee is working on the change of grade policy; the calendars previously approved were forwarded to Provost Hunter to send on to the System Office; also discussing awarding credit for experience for military personnel while serving.

Q. Will the System Office make us revoke the previously approved calendars?

A. Not likely, they weren't aware they'd been posted.

Constitution & Bylaws – Mick Peterson

No report.

Research & Scholarship – Robert Gundersen

No report.

Finance & Institutional Planning – James McClymer & Tom Sandford

Met on Nov. 8, working on a motion that was tabled last year, concerning revenue generated from colleges and how research directly supports students.

University Environment – Andrew Reeve & Mike Scott

Committee will be setting up a future meeting with Janet Waldron to discuss classrooms.

Library Advisory – Robert Rice & Howard Segal

No report.

Service & Outreach – Emmanuel Boss & Claire Sullivan

There's a meeting on Wednesday with President Ferguson, Provost Hunter, and Kristin Sobolik.

Committee on Committees – Roy Turner

There are three committees still needing volunteers:

Stuart Marrs review – two faculty, one each from Business and Cooperative Ext

Campus Planning – need two faculty

Cultural Affairs – need one from NSFA

Program Creation & Reorganization Review – Mick Peterson

Committee discussed program elimination in NSFA, BS in Wood Science and Tech., BS Forest Eco Science, and BS Aquaculture. There is also a pre-proposal for a unit reorganization for School of Food and Agriculture. There are two motions under New Business.

Q. Hopefully shared governance is examined early and by Senate and Administration so no surprises arise down the road with reorganization.

A. Provost Hunter commented that the change is aligned with the USDA, which uses a Food & Agriculture title.

General Education – Harlan Onsrud, Acting

Met and drafted a procedural letter to all faculty on revising syllabi to make sure they're responsive on student learning outcomes. Need more preparation of supplemental materials before it's sent. Harlan met with Stuart Marrs regarding where to go and suggested we need examples of best-case practices and how others have achieved these accreditation requirements. Stuart is gathering syllabi that have incorporated student learning outcomes and how they will be measured.

Ad Hoc IT – Martha Novy-Broderick & Mike Scott

Reached out to Dick Thompson and set a meeting after break regarding IT. Report in a couple weeks

Committee of the Administration

Blue Sky Reports

Blue Sky Steering Committee – Bob Rice – Committee is responsible for getting input from the Pathways. There hasn't been a meeting in a couple weeks.

Pathway 1 – Mick Peterson – Committee has met and would encourage anyone remotely interested in this to contact Mick. There's a misunderstanding in the state regarding what faculty do. Grants are important, even \$30,000 can pay for a graduate student.

Pathway 2 – Jim McClymer – Enrollment Management gave a good presentation regarding how to move forward on attracting more students and moving to the center of what other institutions are doing. Tuesday's meeting will be about research and value of research.

Pathway 3 – Rick Borgman – Met Monday, this is the communications path, an important pathway, getting the word out on what we're doing and who we are.

Pathway 4 – Judy Kuhns-Hastings – Meeting coming up. Believe there is research strengthening for involvement of graduate and undergraduate, growth of fellowships.

Pathway 5 – Doug Bousfield – Three meetings for setting goals. Committee is looking at buildings, infrastructure, historical buildings, etc, what's involved when someone wants to donate a new building, i.e., maintaining, upkeep, etc.

IV. Open Comments from the Administration

Provost Hunter relayed regrets from the President for unexpectedly not being able to attend the meeting. The search for VP of Research formerly started last week and the Honors Dean search started this week.

Janet Waldron stated that progress has been made, with thanks for help to Harlan Onsrud, Jim McClymer, and Emmanuel Boss on revising the purchasing APL. A revised APL will be posted, hopefully today. She's fairly confident there will be

a preapproval waiver at the end of this year. Hoping to remove the < \$500 approval. There will be training sessions in the future.

Human Resources has a new APL regarding background checks. There was no clear APL or process previously. The new policy will affect new hires or those changing positions on campus. Encourage everyone to read the policy and send feedback, if any.

Stuart Marrs stated, fifth year New England Accreditation of Schools and Colleges (NEASC) report is due on January 15, 2014. There are three areas of emphasis, Enrollment Management, set academic priorities consistent with missions and purposes, continue to implement a comprehensive approach in assessment of student learning. Hoping to have a draft done by the end of the academic year and would like to have faculty involvement.

Q. Do we know what NEASC wants? Are there seminars that would be advantageous?

A. NEASC doesn't have an exact process they want followed. They want to see that improvements have been made from the last review. They did offer to come but they're not as particular as they are for an academic department assessment.

Q. Liberal Arts and Sciences may take a \$1 million cut and leave eight full-time faculty positions empty. How can we revitalize, improve student experience and raise excellence if we keep cutting faculty positions?

A. Provost Hunter stated, we wrestle with this. There's not an exact number but wanted to be as honest and upfront with dean's as we could be now.

Q. Is there a plan to work with the foundation to get professorships on campus?

A. Pathway 2 ties back to that issue and the research area, discussions already in progress.

Q. At the last meeting we asked about the IT Strategic Plan, what's the status? Also, what about FirstClass elimination?

A. We're working with the System, they're aware of our IT Strategic Plan. There's a meeting coming up on the 19th. The IT Plan Committee is regrouping, they'll talk about what has been done already. Regarding FirstClass, there's no concrete plan to eliminate it. That rumor may have come from the new portal and communities section.

Q. Regarding Pathway 1- One of the strategies is to review signature strength and emerging growth areas to be submitted in the spring of 2013. This strategy raises the issue that research areas should have equal opportunity to make a case and present arguments why their area should be viewed as a signature strength area for funding.

Where is the listing of criteria by which proposals will be assessed and when can we expect to see a call to submit proposals?

A. Provost Hunter will take the question back to the President for an answer.

V. Old Business

None

VI. New Business

Motion to Recommend Creation of the MS in Bioinformatics The Program Creation, Review, and Reorganization Committee

14 November, 2012

In accordance with the University of Maine's Fifteen Stage Process of New Academic Program Creation, the PCRRC has held public hearings on Friday, 19 October, 2012, on the stage two, Intent to Plan Review of the proposed MS in Bioinformatics. On the basis of these hearings, in which all attendees voiced unalloyed support for the program, the PCRRC recommends the Faculty Senate support this proposed program at this stage two review through passage of this motion.

Vote: unanimous approval

Motion to Recommend Creation of the BA in Human Dimensions of Climate Change The Program Creation, Review, and Reorganization Committee

14 November, 2012

In accordance with the University of Maine's Fifteen Stage Process of New Academic Program Creation, the PCRRC has discussed the proposed BA in Human Dimensions of Climate Change, which the Senate had approved on 19 October, 2011, to pass stage eight, as a Full Program Review, but under the original title of a proposed BS in Climate Change and Culture. Since then, the Faculty who originated the proposal have changed the name to a BA in Human Dimensions of Climate Change, altering also some program details principally in the particular balance of courses between Anthropology and the Physical Sciences. In reviewing their alterations, the PCRRC agreed that the proposal remained true in both substance and intent to its passed stages two and eight iterations, and so recommends the Senate support the continuation of this proposal at stage nine, in which the Provost's Council considers approval of the program.

Vote: unanimous approval

Adjourned at 4:30 pm

Respectfully submitted

Kathryn Slott