

## Senate Meeting 10/14/08

Senators attending: Wood, Curtin, Clarke, Welsh, Rieck, Zaprowski, McDermott, Khazeh, Robeck, Gilkey, Weaver, Walton, Scott, Shannon, O'Loughlin, Ludwick

Senators absent: McDermott, DeWitt

I. President O'Loughlin called the meeting to order at 3.32, a quorum was present

President O'Loughlin welcomed the new Senator, Vera Street, and all Senators reintroduced themselves.

### II. Announcements from the President of the Senate

- a. Overview of the Review of the University Forum - meeting with the president of the Staff Senate, Lisa Gray, and the president of the Student Government Association, Lilli Afkhami, to come up with recommendations that will result in further developments - meeting with Provost Jones
- b. Search committee for new provost is being put together - Pres. O'Loughlin laid out the process for choosing faculty representatives on the committee. After Sen. Shannon questioned how the chair of said committee would be chosen, Pres. O'Loughlin said he would enquire.
- c. Procedural matters - Pres. O'Loughlin said he has met with Provost on the question of procedures for the Senate and committee & relations with Provost regarding policy matters for committee consideration. Said that if and when a committee should meet over a policy question, they should proceed with recommendations for revision only with a clear charge from the president of the Senate. If the provost wants a policy to be reviewed, he will first bring concerns to the President and Officers of the Committee who will give the charge to the committee, which will work better for all concerned.
- d. Pres. O'Loughlin apologizes to Senate and Sen. Khazeh for acting in haste and denying him the floor to give a committee report just prior to placing the motion on sabbatical guidelines on the floor of the Senate for discussion and vote. Senator Khazeh should have been given the floor to speak.

### III. Remarks from Provost

On numbers for enrollment this fall and how to move forward for next year. Shooting for 150 full-time new students this year & hired faculty accordingly. In recruitment process wanted more than the 150 so that we would adjust for spring departures. We ended up overshooting - numbers sound high. Investigating what numbers mean. We ended up with 337 fulltime equivalent students. 187 over target. Traditionally knew how head count would work out - for facilities and others we need to know head count. Last several years of growth, system looking at full-time equivalent student now

we look at both ftes and head count. Curriculum transformation in Fulton is bringing about the change (i.e. it's by credits, as opposed to by head count). With the curricular transformation, students are choosing different paths - more students are taking more credits - 16,17, 18 credits, not 12 or 13. This translates to higher fte numbers. Registrar, Jane Dane, et al - looking at this & found 110 of 187 of more students are from the new reform. About 77 students are the growth as opposed to the 187. By looking at enrollment caps - have been increases in some enrollment caps and enrollments in courses. Jones thinks we are becoming good at looking at patterns & thinks in another year or two should be better. GPA went up to 3.53, SAT went up 10 points for freshman. 40% of new students as transfers, 60% freshman. For next year, we are going on 0 growth projection for next year, but it is a holding pattern as not at that point in the legislative cycle. We won't grow without money. We are continuing all 16 tenure track searches, no halt on need for non-tenure track for filling courses. If there is another callback of funds, may have to stop searches.

#### IV. Approval of Minutes from Senate Meeting of 16 Sept 2008

Sen. Curtin brings up her request for change of minutes, Sen. Walton notes she included them in the revised version.

The Approval of the Minutes was Motioned, seconded, approved.

Then Dave Parker brings out some questions on the minutes concerning procedure of Motions and the fact that Sen. Diriker was listed on the minutes while no longer a member of the teaching faculty. Need to attach document on which motions were called to the minutes (in this case, the sabbatical guidelines). Need to give full details of Motions and the opposition to the vote, et al, that were not completed in last minutes.

Sen Khazeh addresses grammatical question of "invites to Mitchell"

Sen Shannon on not including every word within the minutes. Tape recording as an option? But Sen. Curtin says that did not work in the past.

Minutes are sufficiently clear to be passed today.

#### V. Committee Reports

A. Sen. Ludwick, Academic Policies Committee: The committee is trying to figure out how to clarify policies with regard to grievances, academic integrity issues, et al, as well as the need for proper documentation of offences. The committee wants particularly to clarify when it needs to get involved in an issue as it does not want to possess the authority to tell a program when to remove a student. They will want advice on these questions of clarity.

They are also looking at the question of the dual degree program with regard to psychology and social work. Degrees with both UMES and SU allow for 2 separate degrees, which is different from a double major as the two fields offer different degrees (BSW, Bachelor's in Psych) which are expected by graduate programs so as not to extend coursework. There is a question on whether to waive the 30 extra credits required at SU for getting 2 degrees for these programs, as a double major can only earn one of the two degree types.

Discussion followed.

Questions over whether SU only should grant the dual degree in 120 credits: Mixed Responses.

Pres. O'Loughlin suggests that people email Sen. Ludwick with comments and questions.

B. Sam Geleta, Learning with Technology Committee: Brings forth committee's recommendation for reference/citation manager software. Gives background to different programs researched & says committee determined, after cost benefit analysis, to proceed with Endnote Web (which SU already has) and the free program, Zotero. Others were cost prohibitive. The TLC also recommends the library provide training and support.

Sen. Shannon asks if the Senate needs a motion to endorse the committee's recommendations -

Motioned, seconded.

Discussion Follows; primary points:

Sen. Shannon suggests that Mozilla Firefox as free browser should be added to all computers on campus.

Library representative clarifies position of library which is that they will support End Note Web and that Zotero, as a free download from the web, has many on-line guides and tutorials which makes them easy to use.

President O'Loughlin asks for All those in favor of supporting the recommendations to endorse Zotero and End Note Web, say Aye. Ayes carry (no Nays).

## VI. Finance report overview by Greg Mitchell

Introduces Alan Selzer as chief budget officer

Budget overview not really necessary as we all hear about the federal problems, MD is no different. State is in a difficult situation - not at bottom yet. Tomorrow (Weds) the governor will go to public works for expenditure

cut. University's cuts should already be included in budget unless any surprises.

Begins with graph of State support - State support revenue - tuition & fees were at 59% in 2006. Not at 53% for FY 2009 (largely by freezing tuition over 4 years - gave more state support instead). Total revenue went from FY 2006 67,214,069 while FY 2009 as 85,771,880. Big increase of state support. from 41-46%. About a total of 28% increase. Out of state & grad students did have increase, just not in-state students.

Expenditures: 8 programs (instruction, student services, et al) - instruction percentage from low in 2001 as 43.19 to 45.96% in 2008. Some blips in others - institutional support down from people soft, et al. Financial aid as up; plant operations up with gas & electric et al rising. 2000 75-25% difference between full-time tenure line (admin assistants included in this) and other instructors; 2009 to be 31.7:6.1 ratio (83-17%).

State support for student chart - average USM at 11,372 and we are at bottom at 5,690. We are low in state support & our tuition rate is one of the lowest as well (4814 vs. average USM at 5033 annual tuition only cost).

Counter - fewer scholarships as a result.

Projection of Available Funds - new HEIF funds - not enough was available, so higher education investment fund would get 1/2 of corporate tax to supplement state - this year much of our additional funds come from HEIF (what happens if there isn't any, as it is tied to the slot bill). From first look we would have under \$200,000 additional funds. Then state reduced operating budget by 423 million - our portion is 1,129,194. This year though is fine & balanced.

FY 2010 is problems - new general funds, new tuition are 4,134,533 - projected mandatory costs at 3,802,797 - but could perhaps not get tuition increase & don't know if general funds will be available. Therefore questions remain as to where we'll be next year.

Historically, most of budget is expended in the year - only place with surplus has been auxiliary services.

Mandatory expenses did include merit pay of 2.5% - probably would be first to go if needed.

Are there ways to increase fees without the state approval? Primarily by increasing student fees: fees including facilities fees & others. Don't want too much, but there are ways to trickle money through.

Slides of the presentation to be sent to Sen. Scott to be posted on the web-site.

**VII. President gaveled the meeting adjourned.**

Respectfully submitted by the Secretary