



COUNCIL of UNIVERSITY  
SYSTEM FACULTY

Agenda for CUSF Executive Committee  
Monday, February 3, 2020  
Minutes

Attendees: Karen Clark (Secretary; UMB), Philip Evers (At Large; UMCP), Joann Boughman (USM), Robert Kauffman (Chair; Frostburg), & Zakiya Lee (USM).

Phone in: Elizabeth Brunn (Vice Chair; UMGC), Bill Chapin (Membership; UMES), & Erica Covington (At Large; Coppin).

<b>Topic</b>	<b>Discussion</b>	<b>Actions</b>
Prior minutes Executive Committee meetings for January 6, 2019	Motion provided and seconded.	Approved; pending in edits.
<i>USM update report from Joann Boughman and Chair's report from Robert Kauffman</i>	Report provided by both <i>Joann Boughman and Robert Kauffman</i>	
Upcoming Legislative Budget	Discussion took place regarding the legislative session. One item is an approximately \$10 million dollar cut from workforce development.	
Enrollments	To increase enrollments, all should consider more focus on college students with no degrees completed (sometimes called "near completers") as an untapped source. The USM/MD articulation system (ARTSYS) needs to be enhanced to be most effective in ensuring students transfer successfully into four-year institutions. Joann indicated that work is taking place with the Provosts and others as to the cost to do so. The figure of \$5 to \$10 thousand a year per campus has been presented. This will be addressed centrally as well. Those that work as transfer coordinators are needed to figure out	

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	<p>equivalencies provided faculty want to own the decisions as they must be engaged to so do.</p> <p>Elizabeth Brunn asked if enrollments would be an ideal topic for discussion with the Senate Chairs.</p>	<p>It was concluded that it is a good discussion topic.</p>
Shared Governance	<p>Robert Kauffman indicated that the Shared Governance survey was sent out and will probably sent out again. Robert confirmed that the Chancellor plans to attend CUSF meetings quarterly.</p>	
Advocacy Day	<p>Robert Kauffman sent an Advocacy Day announcement to CUSF. To date, there have been 18 responses, although he was not sure if the 18 were attending or just responses. [Note: It was responses. Roughly, ten faculty members attended.]</p>	<p>Robert will check further to determine whether all 18 responded in the affirmative or not.</p>
In memoriam recognition	<p>Joann Boughman asked the Ex Com if they would be in favor of honoring a Coppin faculty member who passed during the upcoming Regents Awards Ceremony. Dr. Katherine Cameron made many outstanding contributions to the university and USM and is deserving of recognition. Her recognition would not be connected to the awards that are given to the faculty who will be Regents Awards winners, but it makes sense to recognize her during that ceremony.</p>	<p>A motion to this effect was made and passed unanimously by ExCom.</p>
Incivility/Academic Integrity	<p>Robert Kauffman raised the topic of incivility to the committee (which also includes academic integrity). He noted that it is important to the Chancellor and Presidents and that it needs to be further developed before moving forward. He suggested we should consider engaging the USM Student Council in this topic as well.</p> <p>Joann Boughman noted that some ideas of civility include issues surrounding students, faith, and freedom of speech, which is present</p>	<p>With the in-depth work necessary to move forward, Elizabeth Brunn plans to resubmit integrity policy work to CUSF. First, however, Zakiya will give Elizabeth comments Zakiya, MJ, and Joann have on the policy development and revisions. Karen Clark sent a Word docx copy to Zakiya Lee; Zakiya will edit and share with Elizabeth.</p>

**Topic****Discussion**

in the USM Statements of Principles around free speech that were passed last year.

Elizabeth Brunn posed the topic of what are available resources to address academic integrity violations within USM. Karen Clark mentioned the connection of this conversation to respect and how respect of others is also part of interprofessional education and interdisciplinary engagement among everyone, students, staff, and faculty and that faculty need to demonstrate this behavior as expected behavior.

Robert Kauffman suggested that a rationale be added to each section, perhaps in a text box, to explain to the reader why the recommended change is being made. This helps to make the proposed changes fully transparent

***Further for the Chair's Report***

Robert Kauffman indicated we need to continue to work (see discussion above) on academic integrity.

Emeritus Faculty as a board member resolution and commentary have been submitted, and we are awaiting feedback.

Advocacy Day (as mentioned above) is set for February 19<sup>th</sup>; CUSS has taken the lead on the specific agenda.

**Actions**

With the in-depth work necessary to move forward. Elizabeth Brunn planned to resubmit to CUSF her work on the integrity policies. First however, Zakiya Lee will review the work completed by Elizabeth to determine (with Joann) how to consolidate the work for more clarity. Karen Clark sent a Word docx copy of it to Zakiya Lee so she can use the track changes option in Word while working on the document.

<b>Topic</b> <i>Potpourri of Items/Committees</i>	<b>Discussion</b>	<b>Actions</b>
ART Workgroup	ART Workgroup (any updates)  Zakiya Lee requested information on the first month when the members were solidified.	No updates  Robert Kauffman will look back and provide that information.
Membership and Elections	Membership (apportionment) Amendment - Bill Chapin  Bill Chapin reported that based on USM analysis, there are no changes in the representation allotted to each campus.  Elections: As approved at the January meeting, Bill Chapin indicated that 1) there will be trickle-down election process, 2) the Chair and Vice Chair will be elected at the March meeting and 3) the Secretary and At-Large positions will be elected at the April meeting.  Activities – no report  Newsletter – has been published on the CUSF website.  State of Shared Governance Report: Discussed above. Robert Kauffman indicated document was sent out about two weeks ago.	As a reminder, Robert Kauffman will send it out again. [Note: It has been resent.]
Educational Policy Committee and Academic Affairs	(See discussion above.) Elizabeth Brunn asked about what we have in regards to legal people within USM. USM legal advice comes from the Office of the Attorney General. Elizabeth will write a couple of specific questions and provide them to Joann Boughman and Zakiya Lee.	Elizabeth Brunn will be meeting with her committee on Feb. 7 <sup>th</sup> and will provide any feedback.

<b>Topic</b>	<b>Discussion</b>	<b>Actions</b>
Faculty Concerns	See discussion above	
Fiscal Matters	Inactive	
Agenda for Feb. 20 2020 CUSF meeting	Robert Kauffman reviewed agenda items	Approved based on discussion.
Adjourned	Motion to adjourn, 2d.	Carried

Respectfully Submitted March 1, 2020

*Karen Clark*

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