

To: CSM Electorate

Members of the CSM College Council:

Dean: Gerald Intemann; **Associate Dean:** Katherine Denniston; **Biology:** Sarah Haines, Vonnie Shields; **Chemistry:** Ryan Casey, Tim Dwyer; **Computer Science:** Songchul Hong, Rajesh Srivastava; **Mathematics:** Wei Sun, Xiaoyin Wang; **Physics, Astronomy, & Geosciences:** Steve Lev, Cody Sandifer; **At Large:** Howard Kaplon (MATH), Jay Nelson (BIOL); **Students:** Tory Johnson (BIOL), Steve Tse (CHEM)

CSM Department Chairs

CSM Secretaries - Please post one copy

Member-at-Large of the University Senate: Debra Berlanstein (Library)

MINUTES OF THE CSM COLLEGE COUNCIL MEETING

November 5, 2004

The CSM College Council met in YR 459, at 1:30 PM., Tim Dwyer, Council Chair presiding.

Attendance: Casey, Dwyer, Haines, Hong, Intemann, Johnson, Kaplon, Lev, Nelson, Sandifer, Shields, Srivastava, Sun, Tse

Notified Chair of Absence:

Absent: Wang

1. The Minutes of the Oct. 1 meeting were approved as submitted.
2. Announcements from the Dean
 - The Dean has been in contact with the chairs regarding facilities issues, specifically HVAC, electrical and plumbing issues. A compiled list will be sent to the Provost. Space formerly designated for retail rental in YR is being converted to 10 new classrooms designed for mathematics courses (expected to be ready for Fall 2005).
 - Towson is involved in a pilot program to recruit the top 10% of minority high school graduates from Baltimore City Public Schools. This year there are only 25 new students from Baltimore City enrolled at Towson. This would be expected to increase to 100 – 150 students (very rough numbers) in the future. Recruitment will involve offering financial packages including tuition, room and board to these students.
 - Nominations for Hoke Smith Scholarships are currently being suspended while the scholarship is being reorganized.
3. Announcements from the Council Chair:
 - The Provost will hold a forum specifically for CSM on Nov. 19 at 3 PM in SM 356.

4. Discussion of issues to be raised at the Provost's forum with CSM.
- Need to improve responsiveness of Facilities to work order requests. There are problems tracking and checking the status of work orders. Suggestion was made to make this process accessible through the Web.
 - Facilities is not able to meet needs in a timely fashion. It does not appear that the priorities of Facilities match the priorities of users in the buildings. Also, work orders are routinely filled outside of business hours requiring departments to pay overtime.
 - As senior faculty retire and are replaced by junior faculty with increased research responsibilities, the space currently available for research may not be sufficient.
 - Recent statements by the President and Provost have said that overall production of grants, publications, teaching and credit hour production all must increase. The increase in teaching is being mandated by the University System while the increase in grants and scholarship is a priority of the Towson University administration. How are these increased productivity demands going to be implemented within the realistic bounds of time available to faculty?
 - Many departments currently rely on lecturers to deliver significant numbers of courses each year. This is expected to increase as enrollment increases in the near future. How can we increase the compensation packages available for lecturers (salary and benefits) so that we can recruit and retain highly qualified personnel?
 - Teaching assistants at many institutions receive health benefits as part of their compensation. If Towson is to successfully recruit and retain quality graduate teaching assistants, we may need to consider this as well.
 - Students would like to see expansion of tutoring services (more tutors and more courses covered)

The meeting was adjourned at 2:45 PM.

Respectfully submitted,

Ryan Casey, Recording Secretary
CSM College Council