

COLLEGE COUNCIL MEETING MINUTES
FISHER COLLEGE OF SCIENCE AND MATHEMATICS
1:30 pm – 3:30 pm, October 14, 2022
Kistner Conference Room, SC 4230

The FCSM College Council met in the Science Complex, Room 4230 at 1:30 p.m. with Dr. Pamela Lottero-Perdue, Chairperson, presiding. An option to Zoom into the meeting was made available; 1 participant attended via Zoom.

Member Attendees: **Interim Dean:** Chris Salice; **Associate Dean:** Vonnie Shields; **Biological Sciences:** Elana Ehrlich (Recording Secretary), Anne Estes; **Chemistry:** Stephen Hancock, Nicole Carbonaro; **Computer and Information Sciences:** Jinie Pak, Yeong-Tae Song; **Mathematics:** Min Ji (Vice Chairperson), Jing Tian; **Physics, Astronomy, & Geosciences:** Raj Kolagani (Corresponding Secretary); **At Large:** Faith Weeks (Biology), Pamela Lottero-Perdue (PAGS; Chairperson); **Students:** Emily O'Donnell (ENVS, Graduate); Kelsey Evans (Chemistry; Undergraduate)

Absent: Michelle Casey.

Non-members in Attendance (not including invited guest(s)): Kristin Pinkowski, Mary Stapleton, Josh Wilhide.

1. Introductions.
2. Guest Speaker: Dr. Desirée Rowe, Chair, Academic Senate. Dr. Rowe presented the following ideas to the council:
 - 2.1. Shared governance is “iterative and participatory” through all three levels of the University (university, college, and department).
 - 2.2. The academic senate is the primary policy-making body of this institution. Works very closely with the folks in the office of the provost. Melanie Perreault, Provost, and Cynthia Cooper, Vice Provost for Academic Affairs (previously Maggie Reitz) serve on the executive committee. The senate doesn't work in isolation. They create and build policy together within the executive committee with suggestions from constituents and then bring it to the floor of the academic senate. It's participatory and it's iterative and results in change. Recent changes include merit, a new grievance policy that is more equitable for all faculty, and lecturer promotion and soon we will see communication regarding the new annual review and workload report.
 - 2.3. College councils are the shared governance group within the college. The college council should be working alongside the dean and associate dean to impact policy. COFAC updated its constitution because first, it was antiquated, and second, make sure it reflected the vision of what shared governance is. The revision process itself is a participatory process that included faculty staff and students working together on the council with the administration of the college to push the college forward and to have sometimes difficult conversations and to work through those.
 - 2.4. Departmental governance also is iterative and participatory.
 - 2.5. Pam' collected all college council bylaws and Desirée placed those in the Academic Senate SharePoint site so all of those are visible in public and transparent.

- 2.6. Once the revisions to the FCSM constitutions and bylaws are completed by the FCSM College Council (probably would take a year), they would get voted on by constituencies and then they would go to the Academic Senate for final approval.
- 2.7. In response to a question from an FCSM College Council member about a college student council, Dr. Rowe mentioned that in COFAC, that group is overseen by associate dean and involves undergraduate and graduate student participation.
- 2.8. Suggested that committees report back to college council and look at faculty workload across committees.
- 2.9. In response to question from and FCSM College Council member what changes will go through the Academic Senate in response to R2 changes, Dr. Rowe said that there are no sweeping policy changes at this point. What has changed so far that is related includes fixing the AR form and addressing questions about variable workload and research requirements.
- 2.10. Staff should have representation on college council because it addresses issues that involve and implicate the labor of staff.
- 2.11. Mentioned a “mentoring wheel” from FACET; nobody on the FCSM College Council was aware of this (may need to ask for information from Jennifer Potter).
- 2.12. Dr. Rowe addressed removing committees. Said that we got rid of redundant committees. For example, Merit and University Budget committee were disbanded. These topics are now covered by RPAC (Resource Planning & Advisory Committee).
- 2.13. Open invitation to come to Academic senate meetings, see: <https://www.towson.edu/about/administration/senate/>.
3. Approval of minutes from the September 9, 2022 FCSM Council meeting 13 approved; 1 absent.
4. Announcements and remarks from the Dean and Associate Dean.
 - 4.1. Dean Chris Salice
 - 4.1.1. Many positions have now been approved.
 - 4.1.2. Phones – In an emergency, dial 911 and it will be picked up regardless of carrier. Safety app info coming soon.
 - 4.1.3. From Deans' Council – Provost is suggesting moving away from requiring a doctor’s note if a student misses class. This is an equity issue, notes are not required for faculty, and health services doesn’t provide them. This is not policy at this time.
 - 4.1.4. Please update your faculty profile pages.
 - 4.1.5. Utilize the CARES team. There is still stress related to the pandemic. Students can also get support for housing and food insecurity.
 - 4.1.6. OIIE is hosting a DEI summit on November 4th.
 - 4.1.7. There are reports of low staff morale. The deans' office is aware and interested and wants to know what they can do.
 - 4.1.8. Dean search is ongoing. Update from Pam - Currently accepting applications, there will be about 10 zoom interviews (November 4th and 7th), then 3-4 candidates will be invited for on campus interviews which should occur the week of November 28th.
 - 4.2. Assoc Dean Vonnie Shields.
 - 4.2.1. Last open house tomorrow (October 15th) 11 a.m. – 12 p.m.
 - 4.2.2. Safe mobility app can be downloaded. If activated, it geolocates, calls police and starts filming.
 - 4.2.3. Delegates from University of Lille in France visited to explore partnerships and collaborations. They are interested in collaborating with computer science.
 - 4.2.4. Assessment change – look for a data request regarding the number of students doing undergraduate research with faculty over the summer.
5. Announcements from the Council Chairperson (including Dean’s Search process updates and updates on items brought to the council for exploration).
 - 5.1. Working with the Dean to support a staff meeting to explore improving conditions.

- 5.2. Provost's Town Hall has been offered if FCSM College Council discusses and decides that they would like to have it.
- 5.3. MultiFaceted at TU – research conference sponsored by the Faculty Academic Center of Excellence at Towson (FACET) and the Office of Sponsored Programs and Research (OSPR) will occur on October 28th.
6. Highlights from FCSM Departments.
 - 6.1. Biological Sciences:
 - 6.1.1. Shared verbally in the College Council meeting:
 - 6.1.1.1. Grad fest (lightening talks by grad students) was a success.
 - 6.1.1.2. Sabbatical proposals are no longer being voted on. They are now being approved by the chair.
 - 6.1.1.3. Have multiple searches this year– two Tenure Track, one Lecturer, and one AGEF post-doc-faculty.
 - 6.1.2. Posted to the FCSM College Council SharePoint Site:
 - 6.1.2.1. Seminars
 - 6.1.2.1.1. Began semester with “lightening talks” by summer research graduate students.
 - 6.1.2.1.2. Well attended and great to know what the students from different labs were doing.
 - 6.1.2.1.3. Great practice for the students- both presenting and answering questions.
 - 6.1.2.1.4. Continue with new faculty “lightening talks” (November 8th).
 - 6.1.2.1.5. Invited speakers.
 - 6.1.2.2. Committee and task force meetings this month include research safety task force.
 - 6.1.2.3. Positions
 - 6.1.2.3.1. Introduction of new Biology staff: Jorge Gomezjurado (Vivarium Manager) and Hannah Berry (Molecular Biology Instrumentation Manager).
 - 6.1.2.3.2. Student Success Coordinator – for coordinating Bridges grants and TU-REP – interview week of October 10th.
 - 6.1.2.3.3. Tutoring Center Coordinator – search starting.
 - 6.1.2.3.4. AGEF fellow search (Tsuji) - waiting to get candidates on campus.
 - 6.1.2.3.5. Two Tenure Track and one Lecturer positions have been approved.
 - 6.1.2.3.5.1. Tenure Track – plant cell biologist/plant physiologist/plant pathologist.
 - 6.1.2.3.5.2. Tenure Track – virologist/microbiologist/molecular/cell biologist.
 - 6.1.2.3.5.3. Lecturer – microbiology, molecular and cell biology.
 - 6.1.2.4. Committee activity.
 - 6.1.2.4.1. Draft workload document distributed.
 - 6.1.2.4.2. Student Research symposium Thursday, December 8th, from 11 a.m. - 2 p.m.
 - 6.1.2.4.3. New advising monthly presentations to help support faculty learning.
 - 6.1.2.5. Sabbatical proposals.

- 6.1.2.5.1. Presented and supported by dept (Beauchamp, Gough).
- 6.1.2.5.2. Dept head recommended doing away with faculty review of proposals and only dept chair reads and recommends for support.
- 6.1.2.6. Teaching observations: Biology has been asked by Academic Senate to pilot a new observation method (and new student questionnaire?).
- 6.1.2.7. Tabled discussion of establishing guidelines for Instructional Faculty Promotion Evaluation – Clinical Assistant Professors and Lecturers.
- 6.2. Chemistry
 - 6.2.1. Shared verbally in the College Council meeting: Lina Ladon and Rodney Dixon are retiring, also have two searches this year.
 - 6.2.2. Posted to the FCSM College Council SharePoint Site:
 - 6.2.2.1. The Chemistry Department is starting up four searches: Science Tutoring Coordinator – Liina retiring; Intro Chem Lab Manager – Rodney retiring; Forensic Tenure Track faculty; Inorganic Tenure Track faculty.
 - 6.2.2.2. October faculty meeting cancelled – there will be extra meetings due to searches.
- 6.3. Computer and Information Sciences.
 - 6.3.1. Shared verbally in the College Council meeting: four faculty are up for promotion, lecturers are up for promotion, trying to hire six, needed to hire adjunct, lots of difficulty with start of semester.
 - 6.3.2. Posted to the FCSM College Council SharePoint Site: PTRM committee meeting.
 - 6.3.2.1. Four tenured or clinical faculty for promotion.
 - 6.3.2.2. Four lectures for promotion.
- 6.4. Mathematics.
 - 6.4.1. Shared verbally in the College Council meeting: Extensive PTRM work.
 - 6.4.2. No announcements posted to FCSM College Council SharePoint site
- 6.5. Physics, Astronomy, and Geosciences.
 - 6.5.1. Shared verbally in the College Council meeting: Tsunami of searches. Faculty, staff, machinist position (trying again), support staff position currently being filled, replacement positions all approved (10 searches in PAGS since summer).
 - 6.5.2. Posted to the FCSM College Council SharePoint Site:
 - 6.5.2.1. PAGS is currently in the process of conducting /launching several searches for faculty and staff positions. Details are briefly outlined below.
 - 6.5.2.1.1. Research Instrument Support Staff: Interviewed a candidate who was found to be acceptable by the search committee and the dept. Chair; currently awaiting the dean’s approval.
 - 6.5.2.1.2. Machinist (this is an FCSM-wide position managed by PAGS): Following up on the previous search attempt where there were no applicants, the advertisement was revised in an attempt to make the position more attractive; waiting for applications.
 - 6.5.2.1.3. Searches are being launched for two Tenure Track faculty searches and two lecturer searches. (all are replacement positions).
 - 6.5.3. Proposal for a new major in Interdisciplinary physics has been approved by the department. This program will have concentrations in Biophysics, Computational Physics, Planetary Sciences, Secondary Education and Entrepreneurial Physics.

- 6.5.4. PAGES will be participating in the Maryland STEMFEST (Saturday, November 5th); a planetarium show and other events (possibly) are being planned.
- 7. Standing Agenda Items:
 - 7.1. Diversity, Equity, Inclusion and Justice (DEIJ) actions, opportunities, issues, and concerns –
 - 7.1.1. Task Force: Synthesizing data, input form will be sent out to gather information for report to go to new Dean.
 - 7.1.2. Diversity Action Committee (DAC): Working on survey data.
 - 7.2. Senate update/communications - Faculty no longer need to put grade distributions on AR. They (and chairs) will now be required to reflect on teaching.
- 8. New Business.
 - 8.1. Debrief from President's Town Hall on October 7th and discussion about future Town Halls:
 - 8.1.1. What were the key takeaways? See addendum to these minutes: notes taken during the President's Town Hall. (Note: No recording was made of the Town Hall.)
 - 8.1.2. Looking for more effective ways to gather questions.
 - 8.1.3. Need more staff generated questions, staff voice was lacking.
 - 8.1.4. President said library had whatever funding they wanted but that wasn't communicated to departments who are still being asked to cut journals.
 - 8.1.5. Is it worth restructuring the town hall meeting? Is it productive? Is there a way to make it more productive? Select a fewer number of questions? Focus on one question? Offer people to submit questions via anonymous form. Livestream so others can access. Collect questions in shared document, categorize by theme, have town halls focused on themes.
 - 8.1.6. We will request a 1-hour town hall with the provost. Discussion about requesting questions by theme, then having an open forum? - VOTE 13 YES.
 - 8.1.7. A visitor to the FCSM College Council said that live streams don't work (technical problems), recording is better. Suggested having chairs and dean answer questions first, then leftover questions go to provost and president.
 - 8.1.8. Motion to have an FCSM Town Hall with Dean and Chairs that includes faculty and staff. VOTE 12 YES, 1 ABSTAIN (Asked if this could occur during fall forum?).
 - 8.2. Landline phones in research labs, teaching labs, and other spaces – Issues regarding safety and technical support/service. Issues discussed included help with instrumentation, interaction with students using different instruments, comment about active shooter training, ability for faculty and staff to be reached in case of emergency, concerns about contaminating cell phones with chemicals/bacteria (this could be an issue with landlines too).
 - 8.2.1. Anne Estes shared results from a survey about phones in the Biology Department; Stephen Hancock shared results from a survey in the Chemistry department.
 - 8.2.2. TO DO - Identify number of phones needed for offices, teaching, research spaces per department.
 - 8.2.3. Raj Kolagani is taking the lead on generating a 1-2 page argument regarding the need for phones in research spaces to be shared with the Dean and Building Manager; other College Council members will coordinate with Raj.
 - 8.3. FCSM Awards encouragement and question: Should we allow for self-nominations for FCSM Awards? The nominee would write a letter to nominate themselves. Discussion for and against.
 - 8.3.1. FOR: You can self-nominate for USM Board of Regents' awards, why not FCSM?
 - 8.3.2. AGAINST: What if you nominate yourself and don't get the award, will that generate negative feelings?
 - 8.3.3. Table for November meeting.

8.4. Proposal for an FCSM Award Category (beginning 2023): DEI Award – **Motion** to add this award VOTE 13 YES 1 ABSENT.

8.5. Items from the floor.

9. Adjournment.

Respectfully Submitted,

Elana Ehrlich

Recording Secretary

Addendum to October 2022 FCSM College Council Minutes

Notes from the President's Town Hall on October 7, 2022

Note: These notes were taken during the Town Hall and are as accurate as possible. That said, they do not represent a transcript of the event. Approximate responses by President Schatzel are shown in italics as interpreted by the FCSM College Council Recording Secretary.

R2

1. We understand that some of resources allocated for R2 initiatives have been put on hold due to the current fiscal challenges (e.g., the number of new hires has been scaled down). In what time frame can we expect these R2 resources to be back in full?

We have had a decline in enrollment but returned to pre-pandemic enrollment levels with this year's incoming class. Regents needed time to approve positions and hiring lines have since been released. An itemized list is available from provost's office.

2. What are the benefits of shifting to R2 status from your perspective, particularly given that getting to R2 status requires significant investment from TU faculty, staff, and administration?

First, FCSM is already operating as if R2 in terms of research and motivation.

The goals of R2 are to create and disseminate knowledge, and to increase research activity.

We have a diverse campus and want to increase the number of graduate programs to serve our diverse student body.

R2 is known to have a positive impact on diversity. Studies show campuses have become more diverse and community-engaged 5 years after moving to R2.

3. What are the potential downsides of shifting to R2 status? How might you work to mitigate those downsides?

We need to have a plan, have a large enough house so everyone can contribute in their own way.

4. Ideally, what milestones towards R2 status would we have reached in 2 years? 5 years? 10 years?

Letters of intent are submitted for PhD programs, we have investment, the goal is for PhD programs to start in 2024. We are studying current research expenditures, getting feedback, and developing capacity.

Graduate Students

5. As we transition to R2 status, what increases will be made with respect to graduate student stipends that are in keeping with requirements from federal funding agencies, commensurate with our peers and neighboring institutions, and have the potential to encourage graduate students to choose TU?

We did an analysis of peer institutions. We want to be able to support full-time students. The pot of money for assistantships is increasing. We are starting by raising the GA base, and then departments can increase based on budgets.

6. We have noticed that it is stressful for graduate students to look for affordable housing and make ends meet—stressors that take away from students' research, coursework, and quality of life. Are there any plans to provide TU graduate students with subsidized housing, and are we looking to comparable R2 institutions for models about how we can better support our graduate students in this way?

No plans currently. We are at capacity with undergraduate students. We are planning to start phase 5 housing to be completed in 2026. Enrollment services building will be torn down and a new dorm will be built in that space. This might be an opportunity to include graduate student and family housing.

7. What innovative strategies are being considered by the President's Office to increase graduate student enrollment?

We have a new VP Enrollment Management (Boyd Bradshaw). We are looking at the financial aid model, looking at out of state enrollment which has declined. We are looking at ways to reach out to these students. TU has begun using the common application.

Undergraduate Students

8. Undergraduates, in particular, are struggling to find parking. What is the university doing to ensure that there is adequate parking for its students?

We are putting a counter system into Towsontown garage. We have made changes to the parking fee structure, and we are gathering more data about parking patterns. We need a reliable shuttle system. We have made the campus a priority for the shuttle system, rather than driving odd campus. We are adding charging stations and using shorter buses. We can talk more in the spring after data gathering is complete.

9. How will you be supporting TU Marketing to highlight the good work of our faculty and undergraduate students? This good work includes engaging students in innovative academic pursuits, community and service learning, experiential learning, undergraduate research, and internships.

We are launching a research magazine and website.

Hiring

10. We have noticed that the approval of the replacement SAPs for certain programs has been delayed or hampered because of low enrollment. However, we are concerned that this approach may disadvantage departments and programs that require faculty replacement to grow and meet needs as we work towards R2 status. How will the President's Office make decisions about whether to allow searches to replace faculty who have left due to retirement or other reasons?

We were waiting for governor's budget to see if we will recover lost funds. The Provost ranks positions that come from the college. Then the ranked list goes to the President. Many positions have been approved and more are being released. If line is not approved, ask your dean. We are trying to get back on cycle.

The cycle should be - budget approved in Spring, release lines in March, start searches in Fall.

11. It's clear that faculty salary and start-up costs will need to elevate as we recruit faculty in alignment with the R2 mission. We are concerned, however, with compression and inversion as this occurs. What strategies will your office employ—or encourage other offices to employ—to address compression and inversion as we make our new offers to support the R2 transition higher?

We have a compression budget. We conducted a salary study and corrective action was taken.

Infrastructure

12. [Paraphrased: Please discuss how you are considering ways to increase infrastructure to support our transition to R2]

----> re infrastructure – library identified resources, funded in the budget, now have an office of grad studies (SIDD KAZA), added more positions to OSPR, space – CHP will be completed in 2024, \$ in place for renovation of Smith Hall, moving people off campus if they don't need to be here. College of Business and Economics, tear down Prettyman and Scarboro and put a new building there, then deal with Stephens Hall.

Childcare

13. One hallmark of TU is its Childcare Center, which has prioritized childcare for students who are parents, also offering support to faculty who are parents. This is a “selling point” for many faculty considering employment at TU. Are there any plans to expand the Center to continue and grow its support for students, as well as faculty and staff who have children?

No knowledge of plans to expand.

COVID

14. Will the vaccine requirements be changing given the recent availability of boosters this fall?

No, our vaccine requirements are based on K-12 and legislative directives

15. If there is a new COVID variant that follows Omicron’s pattern, will KN95 masks be required? What is the threshold metric?

Always a topic of conversation working with UMSOM and state and local departments of public health

STRATUS

16. [Paraphrased: Staff and faculty are frustrated by Stratus. How can they give feedback about their challenges with it and how to improve it, and is there a plan if it just doesn’t work?]

Is aware of challenges and will discuss with cabinet.