**TENTATIVE MINUTES**

UNIVERSITY STEERING COMMITTEE

UNIVERSITY OF MARYLAND, BALTIMORE COUNTY

Friday, November 9, 2018

The monthly meeting of the University Steering Committee of the University of Maryland, Baltimore County (the Committee) was held on Friday, November 9, 2018, at 1 p.m. in 1013 Administration Building. Chair Adam Harvey and the following members were present: Damian Doyle, Gunes Koru, Roy Prouty, Diana Smith, and Melody Wright. In addition, the following were present:

* Lisa Akchin, Associate Vice President, Engagement; Assistant to the President
* Leslie Kruger, Executive Administrative Assistant, Institutional Advancement
* Brandon Liu, Assistant Speaker, SGA Senate
* Victoria Skinner, Secretary, Professional Staff Senate

Note: Julia Arbutus, Editor-in-Chief for *The Retriever*, observed a portion of the meeting.

PRESENTATIONS

Mandatory Title IX/Sexual Misconduct Training for Faculty and Staff

Sarah Shin, Associate Provost, Academic Affairs

BUSINESS

MINUTES

The minutes of the previous meeting were approved by unanimous consent.

USC SURVEY

On October 3, 2018, the Committee sent a campus-wide survey seeking input on specific ways in which UMBC could become a safer, more supportive learning community for all. The survey contained two questions:

* What can be done to make you feel safer on campus?
* How can we help our community be successful in improving the campus culture and environment?

The Committee reviewed a summary of responses, prepared by Kiki Malomo-Paris, and discussed its potential usefulness and dissemination. A slide about methodology will be added to the summary. Adam and Damian will compose the first draft of a communication (to the audience of their determination) spotlighting issues of concern to respondents. They will consult with the Implementation Team to incorporate progress that has already been made in specific areas.

Advisory Groups

Adam summarized the proposed structure of the Retriever Courage initiative, the next phase in UMBC’s collaborative work to prevent and respond to sexual assault and other forms of sexual misconduct. The proposed structure included a Faculty/Staff Advisory Committee and a Student Advisory Committee, as well as other groups.

Roy moved to create two advisory groups – one for faculty/staff and one for students – comprised of appointees from these groups, both reporting to the University Steering Committee. The motion was adopted by unanimous consent.

Adjunct Faculty Advisory Committee (AFAC)

Member and Former AFAC Chair Margie Burns participated in a conversation about the Adjunct Faculty Advisory Committee’s role in shared governance and the group’s desire to be formally recognized in the Plan of Organization. The group is proposing 1) that the AFAC be recognized as one of the representative bodies, bringing the total to six; and 2) that a member of the AFAC [serve] on the University Steering Committee. After lengthy and charged conversation, Gunes volunteered to facilitate discussions between AFAC and the Faculty Senate Executive Committee. Both groups were asked to report to the Steering Committee by the last meeting of the academic year: May 10, 2019.

Human Relations Committee

Lisa, Damian, and Adam met with Bobbie Hoye (Title IX Coordinator; Associate General Counsel/Human Relations Officer) on September 27, 2018, to discuss the future of the Human Relations Committee. The group concluded that a broader committee should be formed to study possibilities and make recommendations. This ad hoc committee will include general experts in addition to shared governance representatives. At the last regular meeting, Adam had asked each senate to submit up to two names for service on the committee. Each senate provided an update on recruitment efforts:

Faculty Senate Pending

Graduate Student Association Chanda Lowrance (another is pending)

Non-Exempt Staff Senate Sharon Maul

Professional Staff Senate Sue Plitt and Vlad Rodriguez

Student Government Association Brandon Liu and Patrick Reid

Faculty Senate Proposed Amendment

Steering Committee members discussed the proposal from the Faculty Senate that a faculty member determined by the Faculty Senate Executive Committee represent the Faculty Senate on the Steering Committee. After discussion, Roy moved to amend the Plan of Organization to allow for proxy to be designated by the regular member of the senate. The motion was adopted by unanimous consent.

Annual Reports

Rather than asking University Committees to submit a status report, either written or oral, Damian moved that the Committee revisit the wording in Article VI, Section E. The motion was adopted by majority vote with one vote opposed.

SENATE REPORTS

*Due to time constraints, senate reports were submitted in writing after the meeting.*

Faculty Senate

* Sexual assault prevention and response were discussed.

Graduate Student Association

* The Graduate Senate continues to investigate the implementation of an emergency loan program that would create a stop-gap for students who demonstrate need.
* The Graduate Senate resolved to propose to the Graduate School no modification of the Graduate Program Fee.
* The Graduate Senate hosted an open forum on sexual misconduct in the 30 minutes preceding its last regularly scheduled meeting. Another open forum will be held during the same time before the next regularly scheduled meeting.
* The Executive Council of the Graduate Senate is authoring a proposal that would modify the representation structure of the Graduate Senate. The proposal would change the current body, which is based on graduate programs, to a smaller body based on colleges.
* The Legislative Concerns special committee of the Graduate Senate will be proposing a resolution that could codify its continued existence in the GSA Bylaws as a standing committee. This would afford the committee funds and a potential tie-breaking vote in the Executive Council.

Non-Exempt Staff Senate

* NESS will be having a meeting next week with representatives from the Department of Human Resources to discuss job classifications and re-classifications.

PROFESSIONAL STAFF SENATE

* The Council of University System Staff (CUSS) will be meeting on Friday, November 16 at University of Maryland, College Park. It will be a joint meeting with the Council of University System Faculty, and the University System of Maryland Student Council. The CUSS Legislative Committee will be focusing on concerns about prescription benefits for Maryland State retirees.
* PSS is interested in determining how many staff members are conducting research and what kinds of research staff is conducting. A survey will be conducted.
* Assistant Director of Alumni Relations Jessica Wyatt will be serving on the Faculty/Staff Advisory Committee – part of Retriever Courage, a campus-wide sexual assault prevention and response initiative.
* The annual staff picnic will be rescheduled to Friday, June 7. PSS will reach out to NESS about partnering.
* The PSS Action Plan was reviewed to ensure that all items were actionable. PSS will review Action Plan progress in February.

STUDENT GOVERNMENT ASSOCIATION

There was no report on behalf of the Student Government Association.

PRESIDENT’S REPORT

Lisa reported on behalf of the President’s Office.

* Lisa asked Committee members to hold Thursday, December 13 from noon to 1:15 p.m. for lunch with new legislators, part of the Freshman Legislator Bus Tour. Lunch will be held in the Retriever Room of the UMBC Event Center.

OTHER

There were no other items for discussion.

ANNOUNCEMENTS

The Committee will hold its next regularly scheduled meeting on Friday, December 14, 2018, at 1 p.m. The meeting will be held in 1013 Administration Building.

ADJOURNMENT

The Committee adjourned its meeting at 2:36 p.m.

Respectfully submitted,

Leslie A. Kruger