

UNIVERSITY OF MAINE SYSTEM  
Board of Trustees Meeting

at the University of Maine System  
253 Estabrooke Hall, Orono

January 19, 2018

**Academic and Student Affairs Committee Meeting**

**Present: Committee Members:** Gregory Johnson, Chair; Jason Coombs (at UMA), James Erwin (at USM), and Michelle Hood (by phone). **Chancellor:** James Page. **Presidents:** Glenn Cummings (at USM), Susan Hunter, Kate Foster (at UMF), John Short (at UMFK), and Rebecca Wyke (by phone). **Faculty Representatives:** Ray Albert (at UMFK), Uriah Anderson (by phone), Lisa Leduc (at UMPI), Clyde Mitchell, Patti Miles, and Tim Surette. **Student Representatives:** Sam Atwood (at UMA-Bangor), Sam Borer, Isaac Michaud (at UM), Alex DesRuisseaux (at USM), Dylan Reynolds (a USM), Kimberly Miner and Abby Roche. **System Staff:** Dan Demerit, David Demers, Ellen Doughty, Ryan Low (at UMA), Carol Kim, Robert Neely (at USM), Robert Placido (at USM), Donna Seppy (at UMA), Jim Thelen (at USM), and Samantha Warren (at USM). **Others Present:** Eric Brown (at UMF), Steve Gammon (at UMFK), Jeff St. John, Jeannine Uzzi (at USM), Justin Young (at UMA), and Robert Zuercher (at UMA).

**Committee Members Absent:** Betsey Timm, Lisa Eames and Karl Turner.

Trustee Johnson, Chair of the Academic & Student Affairs Committee, called the meeting to order.

**Institutional Research**

Dr. Robert Neely, Vice Chancellor for Academic Affairs, explained that over the past six months, three individuals have been hired to support the UMS Office of Institutional Research (IR), with a fourth hire still pending. The work of this office has unfolded on multiple fronts, in most cases much faster than had been originally envisioned.

**Dashboard Development**

Dr. Robert Placido, Associate Vice Chancellor for Academic Affairs, explained the dashboards are being developed within the context of the Strategic Resource Allocation Plan (SRAP). He displayed the inter-active website for the Board of Trustee Accountability Data Dashboards which included financial and academic data for the System as well as individual campuses. The link to the dashboards is: <https://sites.google.com/maine.edu/umsdashboard/main>.

**Enrollment Modelling**

The UMS has worked with Hanover Research to identify System-level practices for predicting university enrollments. One system example uses independent variables such as GDP, CPI, unemployment, high school graduation rates, etc. to predict enrollment patterns several years into the future. On this basis, the UMS IR office has taken a two-fold approach of: (a) validating the reliability of such variables as a predictor of enrollments for public universities in Maine (i.e., by use of UMS historical enrollment patterns), and (b) developing longer-range modeling forecasts of UMS enrollments as a function of all appropriate variables. Historically, the Maine Department of Education does not share data on high school students. If these data were available to the UMS, the UMS enrollment modelling capacity would greatly benefit. Trustee Erwin suggested development of a strategy to work with the Department of Education to release the data.

### Summary of Programs for Examination Methodology

Vice Chancellor Neely provided a summary of the findings from the first analysis of criteria regarding the number of majors and number of graduates completed for all seven campuses. The annual process for Programs for Examination will begin on August 1<sup>st</sup> with the IR Office providing a dashboard summary of graduates, majors and faculty by campus for each program in the UMS program inventory, and will have identified for the CAOs those programs not meeting the above thresholds. In November of each year, the CAOs will notify the Vice Chancellor for Academic Affairs (VCAA) of the following items for discussion with the Chief Academic Officers Council (CAOC):

- I. reason(s) of why any program need not be examined further because of meeting critical university needs, regardless of the *Programs for Examination* criteria;
- II. programs not meeting the *Programs for Examination* criteria for which more examination is needed; for those programs for which questions remain, the CAO will communicate to the appropriate academic unit(s) the need for further information, analysis, discussion, etc.;
- III. progress on actions to address concerns for programs identified in the previous year of the *Programs for Examination* process;

In March of each year –

- I. for discussion with the CAOC, the VCAA will have provided a written summary of those programs identified by the *Programs for Examination* process, but determined to meeting critical university needs.
- II. the CAOC will engage in a discussion of action plan outlines developed by each CAO to address low numbers of graduates, majors and/or faculty for any remaining program(s) identified by the *Programs for Examination* process.

### **Academic Affairs Update**

#### Collaborative Master's Program

Vice Chancellor Neely explained the President's Council and the Chief Academic Officers Council met in a joint session on November 18, 2017 to consider the potential for shared collaborative master's degrees. From a list of over 30 programs areas identified during that discussion, six areas were designated for priority action:

1. Cybersecurity
2. MSN
3. Emergency Response/Risk Management
4. Education
5. Athletic Training
6. Criminal Justice and Criminology

#### Early College

Vice Chancellor Neely provided an update on the Early College budget plans and new Early College programmatic possibilities. The Early College goals of expansion and quality include the following:

1. increase high school graduation rates;
2. increase the number of high school graduates attending a four-year university;
3. increase the number of college students graduating with a degree;
4. minimize the need for developmental courses and better prepare students to be successful in college;
5. expand access to and opportunity for early college experiences across the state of Maine and to ultimately increase the numbers of Maine students who go onto college;
6. minimize the debt load of graduating college students;
7. improve the state's overall educational environment through

- a. connections between higher education and secondary education,
  - b. providing professional development and educational opportunities to high school teachers
8. improve the lifetime earnings of Maine's citizens.

The search for a UMS lead coordinator for Early College is underway. The campus proposals in support of their Early College efforts are due on January 29<sup>th</sup>.

#### Online Programs

Dr. Neely explained the current plans and work regarding online programming, particularly regarding professional development of faculty and explorations of partnerships to expand the UMS online reach. The national trend indicates the number of distance education students grew by 5.6% from Fall 2015 to Fall 2016. The UMS total Fall online credit hours in 2008 were 20,626 and has grown to 54,107 in 2017. From 2012 to 2015 the UMS online enrollment grew by 19% and in 2015 33.1% of all UMS students were taking an online course.

#### Task Force: Approval of Multi-Campus Programs

Vice Chancellor Neely explained that an 11-person task force met for the first time to consider a process for collaborative approval of multi-campus programs. The task force is composed of 7 faculty (one per campus and many of whom sit on Faculty Senates/Assemblies), two campus administrators and two system administrators. An overview of the observations from the initial meeting was discussed.

**Board of Trustee Policy 214 – Institutional Authority on Political Matters.** Chief of Staff and General Counsel James Thelen reviewed the dates and groups who have or will be involved in discussing and reviewing the draft policy, listed below:

*BOT Drafting Task Force 5/2/17, 8/7/17, 10/17/17*

*Presidents' Council (earlier 2/8/17, 4/12/17, 5/10/17, 6/14/17 (update only), 7/14/17 (update only), 8/9/17 (update only), 9/13/17, 10/11/17, 11/8/17, 12/12/17, 1/10/18*

*UMS BOT Student Reps 11/20/17*

*UMS BOT Faculty Reps 11/19/17 (and via email through December 2017 to present)*

*UMaine Faculty Senate Executive Board 1/12/18*

*USM Faculty Senate 2/2/18 (scheduled)*

*UMA Faculty Senate 2/16/18 (scheduled)*

He expressed appreciation for the engagement and flow of information from the Faculty and Student Representatives to the Board and the Faculty Senates and encouraged individuals to continue to submit input on the policy. The revised draft policy, which incorporated input received so far, was reviewed with emphases on the recent modifications.

Individuals present at the meeting had an opportunity to provide feedback on the revised draft policy. There were many comments of the appreciation for the transparency of the process. A couple of areas of concern include the following:

- One area of concern was the reference to the “use of university office equipment, networks, computers and email”.
- Another concern was who will decide what is legitimate and partisan and the use of faculty time based on their nine month contract.

It was suggested that additional language be added to define these areas. Ms. Samantha Warren, Director of Community and Government Relations, explained the process for testifying at the Legislature and offered her assistance and encouraged everyone to use her as a resource. The final draft policy will be presented to the Board for approval at the March Board meeting.

**Student Representatives: Discussion.**

Mr. Isaac Michaud, University of Maine at Farmington Student Representative to the Board of Trustees provided an overview of the plans for a System-wide Student Government Association (SGA) conference planned for April 14-15 at UMF. The purpose of the SGA conference is to bring student leaders from all campuses together to discuss leadership and the function of their student government as well as learn from individuals in our community about how to be effective leaders.

Mr. Samuel Borer, University of Maine Undergraduate Student Representative to the Board of Trustees, explained that the student representatives have been refining and clarifying the roles and responsibilities of the student representatives to the Board of Trustees. The purpose for updating the document is to unify the document to better solidify roles and provide an official document to fuel changes in the Board representatives and SGA relationship. He encouraged feedback from the Committee members to be submitted to any of the student representatives.

**Executive Session**

On a motion by Trustee Erwin, which was seconded by Trustee Coombs, and approved by all members present, the Academic & Student Affairs Committee went into executive session under the following provision:

- 1 MRSA Section 405 6-A to discuss the evaluation of personnel and the consideration and discussion of appointments, employment and duties.

On a motion by Trustee Erwin, which was seconded by Trustee Coombs, and approved by all members present, the Academic & Student Affairs Committee concluded the executive session.

**Tenure at the time of hire, UMM**

On a motion by Trustee Erwin, which was seconded by Trustee Hood, the Academic and Student Affairs Committee agreed to forward this item to the January 29, 2018 Board of Trustees meeting for approval of the following amended resolution:

That the Board of Trustees approves tenure at the rank of Professor of Environmental Studies to the candidate for the position of Head of Campus and Vice President of Academic Affairs at UMM, in accordance with Board Policy.

Ellen N. Doughty  
Interim Clerk of the Board