

UNIVERSITY OF MAINE SYSTEM
Board of Trustees Meeting

Zoom Meeting
April 27, 2020

Academic and Student Affairs Committee Meeting

Present: Committee Members: Lisa Eames; Chair, Kelly Martin, Gregory Johnson, Timothy Doak, Michael Michaud, James Erwin, David MacMahon, and Trish Riley. **Other Trustees:** Trevor Hustus. **Presidents:** Glenn Cummings, Tex Boggs, Rebecca Wyke, Joan Ferrini-Mundy, and Ray Rice. **Faculty Representatives:** Lisa Leduc, Heather Ball, Clyde Mitchell, Kennedy Rubert-Nason, and Patti Miles. **Student Representatives:** Ameya Karapurkar, and Hunter Chesley. **System Staff:** Ellen Doughty, Robert Placido, Kay Kimball, Rosa Redonnett, David Demers, James Thelen, and Ryan Low. **Others Present:** Leigh Saufley, Eric Brown, Faye Gilbert, Dan Qualls, Joe Szakas, Amy Hubbard, and Matthew Morrin.

Committee Members Absent: Betsey Timm and Pender Makin.

Trustee Eames, Chair, welcomed everyone and called the meeting to order. The Clerk performed a roll call of the Committee members present.

Change to Board Policy 310 on Tenure, and Amending Academic & Student Affairs Duties and Responsibilities.

UMS Vice Chancellor for Academic Affairs (VCAA), Dr. Robert Placido and UMS General Counsel and Chief of Staff (COS), Mr. James Thelen provided information on proposed changes to the Academic and Student Affairs (ASA) Committee Duties and Responsibilities along with proposed changes to Board Policy 310 - Tenure and its corresponding academic procedures. Board Policy 310 on Tenure and the accompanying administrative procedures first came into effect in 1970, and were revised in 1990. VCAA Placido and COS Thelen are recommending specific changes to update the policy to better reflect the expectations of operating under unified accreditation. These proposed changes include adjusting guidelines and timelines, specifying Board authority to approve tenure-track faculty lines, and removing ambiguity by aligning language with unified accreditation. The draft proposed changes to all documents was provided to the Academic and Student Affairs (ASA) Committee prior to the meeting. The primary and most substantive change to the policy would be that Presidents would be required to bring proposed tenure track hires to the ASA Committee for a recommendation for approval by the full Board of Trustees. Vice Chancellor Placido said that a rubric would be developed for Trustees to use as a guidepost to make sure tenure decisions are equitable and consistent over time. Additionally, Trustees will be provided information about the use of adjunct professors. UMPI Faculty Representative Ms. Lisa Leduc stated that she and some of the other Faculty Representatives to the Board have concerns on these proposed changes to Board Policy 310. She stated that some of their concerns include severely slowing down the already difficult faculty hiring process, lack of granular knowledge of departmental needs on the part of Trustees and ASA Committee members, and an overall feeling of micromanagement. Vice Chancellor Placido thanked Ms. Leduc for the feedback and stated that he would be presenting supplemental information to incorporate her feedback, during the next discussion of this item. Trustee Erwin stated with the decline in enrollment over the last ten years, plus the current financial issues that UMS is facing, this change in policy is needed in order to make the decision of financial feasibility of a tenured track

position during the hiring process, rather than six years later when the faculty member has worked so hard to gain tenure status.

UMS COVID-19 Responses

VCAA Placido provided an overview of the efforts that UMS has made to mitigate challenges brought upon by the COVID-19 global pandemic. The novel coronavirus pandemic has had a significant impact on the operations of the entire University of Maine System. It has required additional efforts on behalf of students and their families, university faculty, staff, and administrators, and System personnel. The academic enterprise has remained at the heart of these challenges, and the UMS is committed to mitigating the impact of COVID-19 on its students. Therefore, UMS has adopted a set of agreements that add flexibility, demonstrate understanding of students' experiences, and address their concerns. VCAA Placido gave a brief overview of the current pandemic statistics globally and nationally. He explained that State issues such as high unemployment numbers and loss of tourism revenue will most likely affect the amount of State funding that UMS will receive for FY2021. He stated that the UMS will have financial and logistical circumstances to plan for and overcome for the hopeful return of in person classes for the Fall 2020 semester. VCAA Placido provided an overview of some of the mitigation strategies that UMS has taken to try to limit the impact of the pandemic for the System and the State. Some of these strategies include reconfiguring courses to be able to provide an online modality so that students could complete the semester while safe at home; sending students and staff members home to limit spread of COVID-19; and allowing students the flexibility to choose a pass/fail grade instead of a number grade that could affect their grade point average. VCAA Placido explained that UMS has been working with the Maine Emergency Management Agency (MEMA) on several projects to help the State handle the impacts of the pandemic. For instance, UMS has worked with MEMA to provide additional nursing services for overloaded hospitals, pop-up accommodations for homeless people displaced from shelters, and over 2 thousand gallons of hand sanitizer. He explained that UMS has developed a Safe Return Planning team which consists of VCAA Placido, UMS Chief General Services Officer, Mr. Chip Gavin, and several other System and campus representatives. The Safe Return Planning team was developed to consider issues such as when UMS will be able return to in person instruction and if so under what protocols and timelines.

UMS Early College Initiative Update

UMS Executive Director of Early College, Dr. Amy Hubbard, provided an overview of the initiatives undertaken in the context of helping the high schools and Early College students handle COVID-19 disruptions and UMS Early College collaborative efforts with the Maine Community College System (MCCS). Concurrent Enrollment (CE) is defined as courses taught by college-approved high school teachers at the student's high school. High School instructors are approaching the CE credit courses with attention to maintaining rigor and normalcy. 99 percent of CE teachers have confirmed that they will meet the course learning targets. UMS campuses have allowed for flexibility including virtual labs, google hangouts, and paper packets that are mailed to the students. The expectations of the CE students are aligned with UMS policies. UMS Early College has been working closely with campuses and high school staff to ensure that CE students remain highly supported through the transition to online courses. Early College is also working with students directly to help offset the extra workload for CE teachers. Additionally, CE students have free access to Net Tutor, which offers 24/7 online support in over 100 subject areas from qualified trained tutors. Starting with Fall of 2020, all of Maine's high school Early College students will not pay any fees except course specific materials, travel, and housing fees. The Early College collaborative efforts between UMS and MCCS includes a shared database and application system, which will provide consistency for students and school

counselors and one portal access to 14 State institutions. This will help with tracking student course patterns to ensure credits have a purpose and will additionally provide improved service to the State for items such as billing and student reports. Going forward, UMS and MCCS are working to explore Early College career pathways and potential future collaborations.

New Policy Proposal: UMS Academic Integrity Policy

UMS Deputy Vice Chancellor for Academic Affairs, Dr. Kay Kimball provided an overview of a new proposed Board Policy on UMS Academic Integrity. The UMS has had a System-wide Student Conduct Code since 1972; however, there has not been a similar approach to academic integrity, the policies for which remain varied and at the campus level. The proposed UMS Academic Integrity Policy is intended as a counterpart to the Student Conduct Code, and will provide necessary fairness, transparency, and uniformity for students, faculty, and staff in the context of unified accreditation. In 2018, the office of the Vice Chancellor for Academic Affairs convened a workgroup made up of representatives from each campus drawn from faculty, student affairs, and other relevant departments, to review existing campus Academic Integrity Policies and craft a new policy for System-wide implementation. The proposed policy was shared in draft form multiple times with all campuses, their Chief Academic Officers, and their Presidents. The policy was accordingly revised based on their collective feedback. It has also been vetted through the UMS General Counsel's Office to address any compliance and due process concerns. This item was presented as a non-action item and will also be presented at the May 18, 2020 Board of Trustees meeting for review and discussion by the full Board. The VCAA Office is aiming to have final approval from the Board in time for a September 1, 2020 implementation.

Programs for Examination Update

VCAA Placido provided a brief update on the UMS Programs for Examination (PFE) process. The PFE process was launched in the 2018-2019 academic year. Since then, with each round of experience, the process continues to evolve and change to more clearly identify and reflect current UMS goals and objectives. Initial metrics included numbers of students in the major and numbers of graduates from the program in three-year rolling averages. This year's information will track full-time faculty numbers as well, and other changes will follow. The iterative PFE process is intended to maintain quality and inspire continuous improvement of the portfolio of UMS academic programs while accurately and fairly identifying programs in need of deeper examination. Toward that end, there will be additional metrics and methods adopted for the PFE to improve its usefulness as a mechanism for analyzing program performance and quality. Vice Chancellor Placido has requested that campuses provide a complete roll up of entire academic programs to better understand the full impact the program has on UMS metrics. Additionally, the timeline for the PFE program had to be accelerated for this cycle, due to COVID-19 and its potential impact on the UMS budget.

Brightspace Learning Management System Migration

UMS Chief Information Officer, Dr. David Demers provided an update on the UMS Brightspace Learning Management System (LMS) migration. In August 2019, the Brightspace platform from Desire2Learn was selected as UMS's next LMS, replacing Blackboard Learn. Full deployment and conversion of courses to the Brightspace platform is to be completed for Fall 2020 term. Blackboard Learn will remain the default LMS for all UMS courses through Summer 2020. \$1.4 million in one-time support for campuses to manage training, conversion and preparation for the Fall launch has been provided. Brightspace key benefits include flexible features to meet UMS shared goals and unique campus needs; a modern, easy to use, accessible, mobile-friendly interface, stable platform with seamless updates; flexible tools and apps that are easy to add and configure; and learning

analytics tools that instructors can use to track engagement with courses. Recently completed work includes in-depth administrator training, on demand subscription training for faculty, and partial migration of Summer/Fall 2020 courses from Blackboard to Brightspace. Additionally, final organizational structure, API integration, third-party tool integration, master course template designs, and the login/landing page have been completed. Current work includes finalizing the development of user roles and permissions, Summer 2020 pilot courses, Brightspace Virtual Symposium for Faculty, Fall 2020 course shell creation, and LMS governance planning.

Unified Accreditation Update

UMS Vice Chancellor for Academic Affairs (VCAA), Dr. Robert Placido and UMS General Counsel and Chief of Staff (COS), Mr. James Thelen provided an update on UMS unified accreditation progress. At the January 2020 Board meeting where Trustees approved the Chancellor's request to seek unified accreditation. Since then, the Chancellor and his team have been working to develop the Substantive Change Application required by the New England Commission of Higher Education (NECHE) in order to move forward with unified accreditation. This application will describe how all of the UMS universities, acting through the System, will all together meet the NECHE standards for accreditation. The unified accreditation team developed two sub-committees in order to delegate some of the responsibilities of the substantive change application in relation to NECHE standards. The first UA Committee is focused on Academic Affairs and Student Success and is being co-chaired by UM President Joan Ferrini-Mundy and UMPI President Ray Rice. The second UA Committee is focused on Finance, Administration and Student Support Services and is co-chaired by UMA President Rebecca Wyke, and UMS Vice Chancellor for Finance and Administration and Treasurer, Mr. Ryan Low. The nine NECHE accreditation standards were split up between the two sub-committees based on similarities in subject matter to each committee. Additionally, a Coordinating Council has been put together to coordinate the two primary UA planning committees and members of the council include the aforementioned co-chairs from both primary UA committees plus COS Thelen, Chancellor Malloy, Vice Chancellor Placido, and other key campus and System leadership Staff members. This council will help to harmonize the work of the two committees and will do some of the drafting and related work on standards directed at System mission and governance issues. A fourth group has been developed to work with System faculty to develop a System-wide governance model along with related System-wide curriculum and related policies. The System faculty group has met with the Chancellor and System leadership over the past few months to work together and develop a plan for System faculty governance going forward. All of that work of these committees and groups will be shared, coordinated, and organized to ultimately result in the development of the substantive change document to be submitted to NECHE. There has been a significant amount of drafting and a lot of work put into synthesizing the information to prepare the substantive change application to be submitted to NECHE in mid-June.

Faculty Representatives Discussion.

UMPI Faculty Representative Ms. Lisa Leduc thanked the UMS administration and individual campus administration for how they have handled the transition of dealing with the COVID-19 pandemic. She also pointed out that the hard work of UMS faculty and students has been an integral part of making sure the transition to online courses was successful. Ms. Leduc stated that emergency online courses were developed and have been working, but that this format is not optimal for faculty or students for a prolonged amount of time. UM Faculty Representative Ms. Patti Miles stated that at a recent faculty senate meeting, many faculty members expressed their gratitude for all of the help that UMS IT has provided through this transition. UMF Faculty Representative Mr. Clyde Mitchell also expressed thanks to the UMS leadership team and UMS IT for their support and excellent work

in trying to mitigate the COVID-19 pandemic. UMFK Faculty Representative Mr. Kennedy Rubert-Nason echoed the appreciation for System and campus response to the pandemic. Additionally, he pointed out that many students have issues with poor internet connection, so it is helpful if online courses could be designed to limit internet bandwidth needs.

Student Representatives Discussion

The Student Representatives who were present had no items to discuss.

Executive Session

On a motion by Trustee Riley, which was seconded by Trustee Michaud, and approved by a roll call vote of all Trustees 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 Riley, and approved by a roll call vote of all Trustees present, the Committee concluded the Executive Session.

Following the Executive Session, the Committee reconvened the public meeting to discuss the following items:

Tenure at Time of Hire, Professor of Law.

On a motion by Trustee Doak, which was seconded by Trustee Riley, and approved by a roll call vote of all Trustees present, the Academic and Student Affairs Committee approved this item to be forwarded to the May 18, 2020 Board of Trustees meeting for approval of the following resolution:

That the Board of Trustees accepts the recommendation of the Academic and Student Affairs Committee and approves tenure at the rank of Professor of Law at the University of Maine School of Law to Ms. Jessica Feinberg with tenure to be effective at the time of hiring.

Academic Program Proposal: B.S. in Computer Science, UMPI

UMPI President and Provost, Ray Rice provided an overview of the UMPI request to offer a Bachelor of Science in Computer Science (COS, B.S.). A Computer Science program will not only serve the demand for computer science professionals but also provide support for the many computer applications in business, healthcare, mathematics, data analytics, education, sciences, and new and social media. UMPI successfully received a 5-year federal Department of Education grant to fund the development of a Computer Science, Bachelor in Science program with concentrations in Software Development and Information & Data Management. The major will be offered both in a live modality and UMPI's competency-based YourPace programming. Trustee Riley raised concerns about the cost feasibility of introducing new programs when UMS is already facing financial difficulties. She also asked if UMS has a guarantee that the federal funding that was mentioned will not be rescinded due to federal financial hardships. President Rice stated that the federal grants were not in jeopardy of losing funding and that he is required to submit an annual report to the government to initiate funding for the following year. Trustee Erwin noted that UMS already has three computer science programs throughout the System and he is having a hard time to justify adding a fourth program when the Trustees are actively trying to find ways to consolidate where possible and find cost savings.

On a motion by Trustee Martin, which was seconded by Trustee Michaud, and approved by a roll call vote of all Trustees present, the Academic and Student Affairs Committee approved the following resolution to be forwarded to the Consent Agenda for Board of Trustee approval at the March 18, 2020 Board meeting:

That the Board of Trustees accepts the recommendation of the Academic and Student Affairs Committee and authorizes the creation of the Bachelor of Science in Computer Science at the University of Maine at Presque Isle.

Academic Program Proposal: B.S. in Health Administration, UMPI

President Rice provided an overview of the UMPI request to offer a Bachelor of Science in Health Administration (HEA, B.S.) with concentrations in Community Health and Health Informatics. A comprehensive market analysis identified the fields of Healthcare Administration and Health Informatics to be in high regional demand, to offer numerous career opportunities for our students and areas residents, to be lacking in availability at postsecondary institutions in the area, and to be an appropriate addition to UMS programming as well as feasible and sustainable long term for UMPI. The program has received funding by the US Department of Education's Strengthening Institutions Program Title III grant. The program is designed to run in tandem with the UMFK Nursing program. The degree plan will include face-to-face classroom instruction as well as the development of online modalities such as UMPI's competency-based YourPace programming. Trustees stated similar concerns around financial feasibility and program redundancy for the HEA, B.S. as they did about the COS, B.S. President Rice stated that the reason that these programs stand out is because they will also be offered through UMPI's competency-based online program. The other UMS universities do not offer that modality for either of the programs. He also noted that Public Health Administration is one of the fastest growing competency-based programs in the nation. Trustee Riley raised a concern about the faculty member selected to run the HEA program. She stated that she did not feel that the faculty member had the experience necessary on the administration side of the program. President Rice said that he understood the concerns and that the faculty member was selected because of her experience on the public health side of the program and that she was seeking training to increase her administration knowledge. Additionally, the plan is to hire a second faculty member in the future with more public health administration experience to enhance that side of the program. The Trustees felt that more information was needed before they fully approve this program and asked that it be removed from the Consent Agenda for the May Board meeting. The Committee agreed to vote to send this item to the May 18, 2020 Board of Trustees meeting as a full action item for further discussion and asked Vice Chancellor Placido and President Rice to provide additional details in a supplemental document to address the Trustees concerns.

On a motion by Trustee Doak, which was seconded by Trustee Erwin, and approved by a roll call vote of all Trustees present, the Academic and Student Affairs Committee approved this item to be forwarded to the March 18, 2020 Board meeting as a full action item for additional discussion and possible approval of the following resolution:

That the Board of Trustees accepts the recommendation of the Academic and Student Affairs Committee and authorizes the creation of the Bachelor of Science in Health Administration at the University of Maine at Presque Isle.

Academic Program Proposal: B.S. Environmental GIS, UMM

UMM Vice President of Academic Affairs and Head of Campus, Dan Qualls provided an overview

of the UMM request to offer a B.S. Environmental Geographic Information Science (BSGIS). The importance of GIS has become evident during the COVID19 crisis, as leaders across the country make decisions on the basis of the GIS Dashboard by the Center for Systems Science and Engineering (CSSE) at Johns Hopkins University. There are currently 2,153 GIS jobs available in New England, and this demand is expected to grow by 10% nationally.

On a motion by Trustee Erwin, which was seconded by Trustee Michaud, and approved by a roll call vote of all Trustees present, the Academic and Student Affairs Committee approved the following resolution to be forwarded to the Consent Agenda for Board of Trustee approval at the March 18, 2020 Board meeting:

That the Board of Trustees accepts the recommendation of the Academic and Student Affairs Committee and authorizes the creation of the Bachelor of Science in Environmental GIS at the University of Maine at Machias.

Additional information about the meeting can be found on the Board of Trustees website:
<https://www.maine.edu/board-of-trustees/wp-content/uploads/sites/12/2020/04/MtgMat-ASA-042720-rev042220.pdf>

Adjournment,

Heather A. Massey for
Ellen N. Doughty, Clerk