



University of Massachusetts  
Boston  
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University Governance  
Faculty Council

[https://www.umb.edu/faculty\\_staff/faculty\\_council](https://www.umb.edu/faculty_staff/faculty_council)

December 4th, 2023

### **Minutes for Monday, December 4, 2023 1:00-3:00**

**Members present:** Nurul Aman (CLA), Gonzalo Bacigalupe (CEHD), Todd Drogy (Honors), Kui Du (CM), Joel Fish (CSM), Sommer Forrester (CLA), Priscilla Gazarian (CNHS), Phil Gona (CNHS), Mohsin Habib (CM), Sana Haroon (CLA), Shaman Hatley (CLA), Lisa Marie Heelan-Fancher (CNHS), Tyler Hull (CM) Richard Hunter (CLA), Larry Kaye (CLA), Janna Kellinger (CEHD), Robert Kim (CM), Harry Konstantinidis (CLA), Nelson Lande (CLA), Alex Mueller (CLA), Amit Patel (MGS), Neil Reilly (CSM), Jeffrey Stokes (CNHS), Amy Todd (CLA), Gretchen Umholtz (CLA), Tony Van DerMeer (CLA), Zong-Guo Xia (SFE), Wenfan Yan (CEHD)

**Members absent:** Lynne Benson (CLA), Paul Dyson (CLA), Eugene Gallagher (SFE), Edward Ginsberg (CSM), Lusa Lo (CEHD), Abdelkrim Mouhib (CLA), Timothy Oleksiak (CLA), Jason Rodriquez (CLA), Niya Sa (CSM)

**Representatives present:** Caroline Coscia (FSU), Jonathan Vega-Martinez (GEO), Delaney Bowen (GSG), Chirag Nemani (GSG), Kaushar Barejiya (USG)

#### **I. Approval of the Agenda**

*Motion Approved*

#### **II. Motion to approve the 11/06/2023 minutes**

*Motion Approved*

#### **III. Motions from the General Education Committee (Neal Bruss, Associate Professor of English & the Chair of the General Education Committee)**

**Moved: That French 440, Cartography and Empire, be approved for the World Cultures distribution.**

**WISER Course Description:** In this course, students will learn to think critically about representations of the world. We will ask: What political purposes do maps serve? How can we tease out a map's agenda from its details? Through an in-depth analysis of cartographic artifacts, students will gain a nuanced understanding of how maps were not only used as tools for navigation and territorial expansion but also as instruments of cultural representation, power, and identity. The course will progress thematically and chronologically, with a focus on the French colonial period and representations of the peoples and cultures that constituted the French colonial empire. Students will also hone their critical thinking skills by analyzing maps and other documents. In the process, they will explore the history of the Francophone world. Students will have the opportunity to write a paper suitable for the Writing Proficiency Requirement Portfolio.

**General Education Capabilities:** Verbal Reasoning (Critical Thinking) and Critical Reading and Analysis.

*Motions Approved*

**IV. Motions from the Graduate Studies Committee (Andre Maharaj, Director of the Graduate Certificate Program in Applied Behavior Analysis for Special Populations & the Chair of the Graduate Studies Committee)**

**Motion #1** (All materials available for review on Curriculog) **From: SGISD**

**Request for a new course** VISN 615 Early Childhood and Visual Impairment that is required to meet state licensing requirements for Teachers of Students with Visual Impairment. This course will also impact the program of study which change will be submitted separately.

**Description:** This core course will explore the impact of vision loss for children in early childhood (birth to 5). An in depth understanding of how vision loss and additional disabilities impacts early development will provide a foundation of how teachers of students with visual impairments work with young children and their families, including those from diverse backgrounds, through assessment and methodology of instruction. This course will include a learning strand for those specializing in Deafblind.

**Rationale:** The current MEd in Vision Studies: Teacher of Students with Visual Impairments track has content on early childhood, but not to the extent needed. This course focuses solely on early childhood and visual impairments to meet the recommendations from DESE to strengthen the content for early childhood, since these teachers are licensed from birth to age 22.

*Motions Approved*

**V. Vote to Approve the Mixed Format of Written and Online Ballots for the Amendment of the By-laws of the UMass Boston Faculty Council**

*“The Faculty Council shall adopt, amend or rescind the bylaws of the Faculty Council by a 2/3 vote of those present and voting at a meeting where the proposed action has appeared on the published agenda. All votes concerning actions on the bylaws shall be by written ballot unless those present rule otherwise by a two-thirds (2/3) majority.”*

Vote: 18 Yes, 0 No, 1 Abstain

*Motion Approved*

**VI. Final Open Discussion and Vote on the Amendment of the By-laws of the UMass Boston Faculty Council (Neal Bruss & Joel Fish, Co-Chairs of the Ad Hoc Committee for the Revision of the Bylaws for the UMass Boston Faculty Council)**

[The draft Amendment of the By-laws of the UMass Boston Faculty Council in two different formats (a two-column comparative view and a one-column version with all recommended changes adopted) is attached].

Friendly Amendment Suggested.

**First friendly amendment, to 2, add from current Bylaws.**

A. Robert’s Rules of Order, Revised shall be the parliamentary guide.

**Second friendly amendment, to 11. Academic Affair Committee:**

B. Composition: The Academic Affairs Committee shall be composed as follows:

Voting Members: Refer to Bylaws Section 9C, “Committee Membership.”

2. Non-Voting Members: One member chosen by the Undergraduate Student Government; one member chosen by the Graduate Student Government; one member chosen from the professional staff; and, ex officio, the Provost, the Registrar, and the Chair of the Restorative Justice Commission.

No Comments made on the Friendly Amendment

*Friendly Amendment Approved*

Vote: 19 Yes, 0 No, 0 Abstain

*Motion Approved*

## **VII. Reports – Maximum of 10 minutes**

- Chancellor – Marcelo Suárez-Orozco
  - *Report Attached*
- Provost and Vice Chancellor for Academic Affairs – Joseph Berger
  - *Report Attached*
  - *Re: Graduate Students Work Hours (see GEO notes), The Provost will be attending a meeting with HR to discuss the issues that have been raised recently.*
  - *Re: Math Placement, we need to have a shared understanding of the impacts across campus before we can implement any changes. The changes don't need to wait for a full comprehensive plan, but they do need to be well informed before anything is decided.*
- Vice Chancellor for Administration & Finance – Kathleen Kirleis
  - *Report Attached*
- Representative from the Faculty Staff Union – Caroline Coscia
  - *Report Attached*
- Representatives from the Graduate Employee Organization – Jonathan Vega-Martinez
  - *One council member brought up the issue of Grad Students working over 18 hours a week. Need to obtain clarification on the policies implemented by HR. Office of Graduate Studies will also be looking into this.*
  - *Report Attached*
- Representative from the Graduate Student Government – Delaney Bowen & Chirag Nemani
  - *Working on getting GSG prepared and ready for next year's events. GSG@umb.edu is the official e-mail in case anyone would like to refer students.*
- Representative from the Undergraduate Student Government – Kaushar Barejiya & Kaley Whipkey
  - *The pilot program for installing menstrual products program is currently beginning with 12 bathrooms on campus. It should not stop here. The goal is to expand this and focus on how it can reach more students. The majority of the funds for the project come from the Undergraduate Student Government budget. The pilot will run for one semester currently.*

## **VIII. New Business**

### **Vice Chancellor for Enrollment Management, John Drew**

Questions: Enrollment, UMass Boston versus UMass Lowell; Transfer Enrollments; The Transfer Agreement between Bunker Hill and UMass Lowell; and Transfer Yield Rate;

#### Enrollment, UMass Boston versus UMass Lowell

UMB's enrollment has been a little more stable over the recent years and UML has seen a decline.

#### Transfer Agreement

UMass Boston does have several agreements with universities around the state. There have been conversations with Bunker Hill in the past years. The conversations have been focused on ways to establish connections to prepare students for their time at UMB. This includes important aspects like advising, financial commitments, and the credit transfer process. UMass Lowell has done it, but we're also trying to do it in a way that seems more meaningful to us.

#### Transfer Yield Rate & Transfer Enrollments

UMB has played a major role in transfer enrollment. Transfer enrollment in general has dropped nation-wide and state-wide, but we have not seen a similar decline as other universities. We do have an embedded transfer councilor who spends time at Bunker Hill who helps with advising (among other duties) to help prevent transfer credit loss. Needless to say is that Bunker Hill is still a major contributor to our campus. One of the challenges that we see is that enrollment in community colleges has dropped significantly in the state. Transfer enrollment out of the community colleges is going to be challenging. We've had to adjust our strategies based on these declining figures in order to keep up with our strategic plan.

#### **X. Motion to Adjourn**

*Adjourned*

<b>BYLAWS REVISION—Draft, June 7, 2023</b>	<b>Revised November 16, 2023</b>
<b>Proposed</b>	<b>Current</b>
<p><b>PREAMBLE</b></p> <p>These Bylaws represent governing and guiding rules by which the Faculty Council and its Committees and Subcommittees shall operate in accordance with the Council Constitution and the following principles:</p> <ul style="list-style-type: none"> <li>• Shared governance and ongoing consultation,</li> <li>• Transparent and open communication and decision-making,</li> <li>• Effective reporting that keeps faculty aware of the Council’s and Committees’ business,</li> <li>• Permanent as opposed to <i>ad hoc</i> structures, and</li> <li>• Respect for faculty time and energy.</li> </ul>	
<p><b>GENERAL PROVISIONS</b></p> <p><b>1. Adoption and Changing of Bylaws</b></p> <p>A. The Council may revise the Bylaws of the Council by a two-thirds (2/3) vote of those present and voting at a meeting on whose agenda the proposed action has appeared. All votes concerning actions on the Bylaws shall be by written ballot unless those present rule otherwise by a two-thirds (2/3) majority.</p> <p>B. The Council may move into executive session upon a two-thirds (2/3) vote of those present.</p>	<p><b>GENERAL PROVISIONS</b></p> <p><b>1. Adoption and Changing of Bylaws</b></p> <p>A. The Faculty Council shall adopt, amend or rescind the bylaws of the Faculty Council by a 2/3 vote of those present and voting at a meeting where the proposed action has appeared on the published agenda. All votes concerning actions on the bylaws shall be by written ballot unless those present rule otherwise by a two-thirds (2/3) majority.</p>

	<p><b>2. Parliamentary procedures</b></p> <p>A. Robert’s Rules of Order, Revised shall be the parliamentary guide.</p>
<p><b>2. Elections to the Council</b></p> <p>A. Elections to the Council shall take place in the spring semester for newly-elected Council members to take office at the adjournment of the first May Council meeting.</p> <p>B. The Executive Committee of the Council shall establish an Elections Committee to solicit nominations for all elective positions and to administer member voting. (See Section 23.)</p> <p>C. Faculty shall be informed of the number and designation of seats to be filled no later than February 10.</p> <p>D. The Elections Committee shall be responsible for soliciting nominations for all Council elective offices.</p> <p>E. The nomination period to elect Councilors must be no less than two weeks (excluding periods of faculty non-responsibility, summer and winter breaks).</p> <p>F. The vote shall be by secret ballot using the medium established by the Elections Committee.</p> <p>G. The Elections Committee shall present the slate of candidates for a vote by the members.</p>	<p><b>3. Elections to the Council</b></p> <p>A. Annual elections to the Faculty Council as provided in the Constitution shall occur no later than April 10.</p>

<p>H. Voting shall occur over a period of no less than two weeks (excluding school vacations).</p> <p>I. Elections must be completed by April 10.</p> <p>J. Election results must be announced no later than April 20.</p> <p>K. In an election for at-large seats in which two vacancies are to be filled for a particular rank and more than four candidates have been nominated, a primary election shall be conducted to select four candidates for the final election of the at-large members of that rank.</p> <p>L. The winner of the final election for each seat shall be the candidate with the most votes.</p> <p>M. Ties shall be resolved via a special run-off election.</p> <p>N. Seats on the Council designated to be held by a specific category of faculty (for example, to be held by a non-tenure track faculty member, or a member of a specific College may only be elected by eligible faculty of said category.</p> <p>O. Temporary or unexpected vacancies shall be filled at the discretion of the Executive Committee after consultation with the appropriate College Senate, Assembly, or equivalent.</p>	
<p><b>3. Meetings and Agendas</b></p> <p>A. Each semester the Council shall convene an open faculty meeting and set the agenda thereof. All ensuing</p>	<p><b>4. Meetings and Agendas</b></p> <p>A. Each semester the Faculty Council shall convene a general faculty meeting and set the agenda thereof. All ensuing</p>

recommendations shall be placed upon the agenda of the next Council meeting.

B. The first regular meeting of the Council shall take place during the month of May. The Council shall then establish a schedule of regular meetings, with its first meeting being called by the Council Executive Committee.

C. Regular meetings of the Council shall be held monthly during the academic year.

D. Additional meetings of the Council may be called by

1. The Chancellor,
2. The Council Executive Committee,
3. Twenty-five percent (25%) of the Councilors petitioning the Council Executive Committee, or
4. Ten percent (10%) of the full-time faculty petitioning the Council Executive Committee.

E. The agendas of meetings with all appropriate documents including the corrected minutes shall be prepared and distributed by the Council Executive Committee at least six days in advance of any meeting to the following:

1. All members of the Council,
2. The Chancellor and all Vice Chancellors,

recommendations shall be placed upon the agenda of the next Council meeting.

B. The first regular meeting of the Faculty Council shall take place next year during the month of May; the Chancellor shall convene this meeting and seat the new Council. The Council shall then establish a schedule of regular meetings, with its first meeting being called by the Council Executive Committee.

C. Regular meetings of the Faculty Council shall be held monthly during the academic year.

D. Additional meetings of the Council may be called by:

1. The Chancellor;
2. The Council Executive Committee;
3. Twenty-five percent (25%) of the Councilors petitioning the Council Executive Committee;
4. Ten percent (10%) of the full-time faculty petitioning the Council Executive Committee.

E. The agenda of meetings with all appropriate documents including the corrected minutes shall be prepared and distributed by the Council Executive Committee at least six days in advance of any meeting to the following:

1. All members of the Faculty Council;
2. The Chancellor and all Vice Chancellors;
3. Deans and Directors and the Dean of Graduate Studies and Research;
4. Department chairpersons or equivalent;

3. The Associate Vice Provost for Graduate Education, Vice Provost for Student Equity, Access and Success, Dean of Faculty, and the Vice Provost for Research,
4. Deans, department chairpersons, or equivalents, and
5. The president of the Undergraduate Student Government, the president of the Graduate Student Government, the president of the Faculty-Staff Union, and the chairs of College governance bodies.

F. The Chancellor, committee chairpersons and individual members shall advise the Council Executive Committee in matters they desire to place before the Council in sufficient time that such matters may appear on the agenda six days in advance of the meeting.

G. The question of approving or amending the agenda shall appear as the first item of the new business at the earliest possible meeting. Otherwise, the order of the agenda shall be proposed by the Council Executive Committee.

H. Matters designated as urgent by the Chancellor shall appear as the first item of new business at the earliest possible meeting. Otherwise, the order of the agenda shall be proposed by the Council Executive Committee.

#### **4. Quorum**

A. A quorum to conduct Council discussions and business shall consist of a simple majority of Council voting members.

5. The following administrators: Dean of Enrollment Services, Director of Extended Day, Director of Continuing Education, and Director of Libraries;
6. The Speaker of the Student Senate, the Chairperson of the Professional Staff Association; the chairs of the campus governance bodies; the leadership of the FSU.

F. The Chancellor, committee chairpersons and individual members shall advise the Council Executive Committee in matters they desire to place before the Council in sufficient time that such matters may appear on the agenda six days in advance of the meeting.

G. The question of approving or amending the agenda shall appear as the first item of the new business at the earliest possible meeting. Otherwise, the order of the agenda shall be proposed by the Council Executive Committee.

H. Matters designated as urgent by the Chancellor shall appear as the first item of new business at the earliest possible meeting. Otherwise, the order of the agenda shall be proposed by the Council Executive Committee.

I. A quorum for business published on the agenda of the Council shall consist of the voting members present.

<p>B. A quorum concerning items not appearing on the published agenda shall be a simple majority of the voting members of the Council.</p> <p><b>5. Documentation</b></p> <p>A. The Council and its Committees shall save three kinds of documents:</p> <ol style="list-style-type: none"> <li>1. Agendas,</li> <li>2. Minutes, and</li> <li>3. Reports.</li> </ol> <p>B. Lengthy or important reports should be submitted to be accepted for archive and further discussion and action.</p> <p>C. The Council Executive Committee is responsible for saving reports and linking them to minutes and agendas.</p>	<p>J. A quorum concerning items not appearing on the published agenda shall be a majority of the voting members of the Council.</p> <p>K. The Associate Chair, Secretary of the Council, shall be responsible for keeping and circulating the Minutes of each meeting. These minutes must include all motions, amendments and rulings of the Chair. They may also include, at the discretion of the Secretary, summaries of the debate. Corrections in the minutes must be noted in the minutes of the meeting at which the corrections were made.</p> <p>L. A copy of the agenda and of the approved minutes, without attachments, shall be distributed to all faculty not included in the above list prior to each meeting.</p>
<p><b>6. Procedures for Council Voting</b></p> <p>A. All motions presented for final vote must appear on the agenda of the meeting at which the vote is to be taken, unless this provision is waived by a two-third (2/3) vote of the Council.</p> <p>B. To adopt a motion whose wording appears on the Council agenda, only one passing vote is necessary.</p> <p>C. A second reading at a subsequent meeting is necessary for all motions whose wording did not appear on the agenda of the meeting at which it received first approval, and for any motion</p>	<p><b>5. Procedures for Voting</b></p> <p>A. All motions presented for final vote must appear on the agenda of the meeting at which the vote is to be taken, unless this provision is waived by a two-third (2/3) vote of the Faculty Council.</p> <p>B. To adopt a motion whose wording appears on the Council agenda, only one passing vote is necessary.</p> <p>C. A second reading at a subsequent meeting is necessary for all motions whose wording did not appear on the agenda of the meeting which it received first approval, and for any motion</p>

<p>whose wording is substantially amended from that presented in the agenda.</p> <p>D. At a second reading, any amendment or substitution to a motion must achieve a majority to pass, and such change, if substantive, shall return a motion to its first reading.</p> <p>E. In exceptional circumstances when time is of the essence, the requirement of a second reading may be waived by a two-thirds (2/3) vote of the members of the Council present and voting.</p>	<p>whose wording is substantially amended from that presented in the agenda.</p> <p>D. At a second reading any amendment or substitution to a motion must achieve a majority to pass, and such change, if substantive, shall return a motion to its first reading.</p> <p>E. In exceptional circumstances when time is of the essence, the requirement of a second reading may be waived by a 2/3 vote of the members of the Council present and voting.</p> <p>F. All agendas and minutes of the Governance Bodies and similar agencies of the Colleges shall be submitted to the Council for determination of whether any educational policy action involves a University-wide issue or conflict among Colleges. The Council will within two weeks of said action notify the Governance Body of any such potential University-wide issue or conflict. Should the Council then determine that said action involves a University-wide issue or conflict among Colleges, a positive recommendation from the Faculty Council is required before that action of the college may be forwarded to the Chancellor for approval and implementation as a faculty-initiated measure.</p>
<p><b>7. Visitors and Floor Privileges</b></p> <p>A. Speaking privileges may be extended to non-members of the Council in the following cases:</p>	<p><b>6. Visitors and Floor Privileges</b></p> <p>A. Speaking privileges may be extended to non-members of the Council in the following cases:</p> <ol style="list-style-type: none"> <li>1. All members of a Council Committee which is presenting a report or other business to the Council.</li> </ol>

<ol style="list-style-type: none"> <li>1. When serving as members of a Council Committee that is presenting a report or other business to the Council or debating a motion,</li> <li>2. Guests of the Council when recommended by the Council or by the Executive Committee, or</li> <li>3. Officers of the governing bodies of the Colleges.</li> </ol>	<ol style="list-style-type: none"> <li>2. Guests of the Council when recommended by the Council or by the Executive Committee.</li> <li>3. Officers of the Governing Bodies of the Colleges.</li> </ol>
<p><b>8. Vacancies in Council Membership</b></p> <p>A. Should a member resign or be declared ineligible, the remainder of the term shall be filled by the Council Executive Committee's seating of the candidate who received the largest vote in the election of the Councilor vacating the seat.</p> <p>B. Should there be no candidate who received the next largest vote, the Colleges concerned shall elect a replacement according to its own procedures. Vacant at-large seats shall remain open if there is no second-largest vote recipient until the next election.</p> <p>C. Should the Chair resign or be declared ineligible, the Associate Chair shall serve as Chair until the next election with a new Associate Chair selected from the membership of the Council. Should the new Associate Chair be selected from the membership of the Council Executive Committee, an election shall then be held for the fifth Council Executive Committee member.</p>	<p><b>7. Vacancies in Council Membership</b></p> <p>A. Should a member resign or be declared ineligible, the remainder of the term shall be filled by the Council Executive Committee's seating of the candidate who received the largest vote in the election of the councilor vacating the seat.</p> <p>B. Should there be no candidate who received the next largest vote, the Colleges concerned shall elect a replacement according to its own procedures.</p> <p>C. Should the Chair resign or be declared ineligible, the Associate Chair shall serve as Chair until the next election with a new Associate Chair be selected from the membership of the Council. Should the new Associate Chair be selected from the membership of the Council Executive Committee, an election shall then be held for the fifth Council Executive Committee member.</p>

## 9. FACULTY COUNCIL COMMITTEES

Committees are units of the Council and report thereto. They include Standing Committees, Joint Council-Administration Committees, and *Ad Hoc* Committees. Committee purposes are established in Section 9 of the Constitution.

### A. Responsibilities

Committees shall meet at least once each semester, and

1. Annually elect Committee Chairs or Co-Chairs during their first meeting and report the results to the Executive Committee. Chairs must be voting members of their respective Committees.
2. Convey requests from administration to the Council Executive Committee in a timely fashion.
3. Record minutes of each meeting and distribute them to committee members and the Executive Committee in a timely fashion.
4. Prepare and submit an annual report by August 31. which must include a full account of any action taken on behalf of the Council.

### B. Formation and Dissolution

1. New Standing Committees/Subcommittees and Joint Council-Administration Committees/Subcommittees are established or dissolved by amending these Bylaws.

## FACULTY COUNCIL COMMITTEES

### 8. Definitions

A. "Standing Committees" shall be defined as subordinate units of the Faculty Council established for the following purposes:

1. To develop policy recommendations within their assigned responsibilities. These recommendations shall be presented in the form of reports, with motions for subsequent Faculty Council action;
2. To review and evaluate existing campus policies and programs within their assigned responsibilities, and to report thereto to the Faculty Council; and
3. To provide advice on operations and implementation of existing policy within their assigned responsibilities. If such advice is provided directly to the administration, detailed summaries of advice rendered shall be immediately reported to the Faculty Council.

### 9. Duties

A. Standing committees shall:

1. Meet at least once every semester;
2. Exercise their powers and duties as prescribed by the Constitution and by these Bylaws;

2. New *Ad Hoc* Committees are established via a motion which must include:

- a. Name, charge, size, and expected duration;
- b. Whether and how members are elected or appointed; and
- c. Dates by which the committee is expected to present a progress or final report.

3. *Ad Hoc* Committees are dissolved either by

- a. A Council vote, or
- b. Automatically, on the first August 31 that occurs after the date of submission of their final report, unless the Council votes to renew the Committee.

3. Keep and distribute minutes of all meetings. Two copies of all minutes, together with relevant documents shall be placed on file with the Chair of the Faculty Council who shall make them available to inquiring faculty members. One copy of all minutes and relevant documents shall be sent to each of the following: The Chancellor, the Provost, and such others as the Faculty Council may designate;
4. Prepare and submit an annual report by June 1st of each year, and such other reports as may be ordered. Besides reporting on the completed action of the committee, the annual report shall also delineate areas of future concern for the committee;
5. Establish and appoint such subcommittees as are provided by bylaw or as may be deemed necessary provided that the chairperson shall be drawn from the membership of the committee.

#### **10. Membership**

A. the composition of all committees shall take the following into consideration:

1. Some continuity in committee membership;
2. The interests and expertise of potential committee members;

<p>C. Committee Membership</p> <p>The Faculty Council Constitution establishes Committee membership in Section 9. Additionally, unless otherwise stated in these Bylaws, Committees</p> <ol style="list-style-type: none"> <li>1. May include <i>ex officio</i> members, all of whom shall be non-voting,</li> <li>2. Shall accept a member’s resignation from the Committee provided the Committee Chair and Council Chair are notified in writing, and</li> <li>3. Update their membership via the Council-approved slate of nominees on September 1<sup>st</sup>.</li> </ol> <p>Adjustments to Committee membership shall be proposed by the Executive Committee and approved by the Council.</p> <p>D. Procedures. Relevant to their charges, Committees may</p> <ol style="list-style-type: none"> <li>1. Submit reports to the Council for consideration. Each report shall contain             <ol style="list-style-type: none"> <li>a. A summary of the matters considered and conclusions reached,</li> <li>b. References to prior Council actions when they exist and are relevant,</li> <li>c. A list of recommendations for Council actions, and</li> <li>d. A discussion of dissenting opinion if it exists.</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>3. Diversification of committee members with regard to faculty rank, department, and division;</li> <li>4. Sex and minority representation; and</li> <li>5. The composition of all committees shall take the following into consideration: All committees shall have no less than five (5) faculty members and no more than nine (9) faculty members with preference for a representative from each of the College constituencies.</li> </ol> <p>B. The agreement of the nominee shall be secured before nomination.</p> <p>C. When Committees of a new session are to be formed, the Council Executive Committee shall nominate to the Council a single slate of voting members for each Committee. The Council shall approve or recommit with instructions. The Council shall not discuss the personal qualifications of nominees except in unusual and compelling circumstances.</p> <p>D. Except, as otherwise provided, the term of office of faculty members on all committees shall be one year.</p> <p>E. Except, as otherwise provided, the selection of voting members shall be by nomination of the Council Executive Committee serving as a committee on committees, of which the Provost shall be a members, and ratification of the Faculty Council. <i>Ex officio</i> members shall be non-voting.</p>
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<p>2. Propose seconded motions to the Council upon a recorded vote of Committee members.</p>	<p>F. Except, as otherwise provided, the chairperson of each standing committee shall be elected annually, in the fall, and shall be eligible for re-election. Non-voting committee members may not serve as chair. Committee chairpersons who are not Council members shall be accorded the privilege of the floor, when deemed appropriate by the Presiding Officer.</p> <p>G. Each standing committee shall include at least one elected member of the Faculty Council, except as may otherwise be provided, who shall convene the first meeting.</p> <p>H. As provided in the Constitution, each standing committee shall have the opportunity for non-voting membership by a representative chosen by the Student Senate and a representative chosen by the Professional Staff Association.</p> <p>I. Committee members may resign from membership at any time prior to the expiration of a term, by notifying the Chair of the Faculty Council in writing.</p> <p>J. Each standing committee may by vote invite other individuals to participate in the discussion Committee.</p>
	<p><b>11. Ad Hoc Committees</b></p> <p>A. Motions establishing ad hoc committees shall include:</p> <ol style="list-style-type: none"> <li>1. The name of the committee and its charge;</li> <li>2. Its size, composition, and when appropriate, its chair;</li> <li>3. Whether it shall be elected or appointed, and by what methods; and</li> <li>4. A date by which the committee is expected to present a progress or final report.</li> </ol>

	<p>B. Ad hoc committees shall keep and distribute minutes of all meetings in the manner prescribed for standing committees.</p>
	<p><b>12. Floor Action on Committee Reports</b></p> <p>A. A copy of each report of all standing committees and ad hoc committees shall be sent to each Faculty Council member at least six working days before its presentation. The report shall contain a summary of the matters considered, a list or recommendations, and in the form of motions, for Council action and, where appropriate, reference to prior Council actions and policies.</p> <p>B. Committee recommendations shall be subject to Council action except, when the Council empowers a committee to act for it, in which case the committee’s annual report shall include a full account of actions taken.</p> <p>C. When a committee report is under consideration by the Council, all of its members shall have speaking privileges.</p>
<p><b>10. Council Executive Committee</b></p> <p>The Council Executive Committee structure and charge is established in Section 8 of the Constitution. The Executive Committee serves as intermediary between senior administration and the Council at large, executes organizational responsibilities within the Council, and acts as the Committee on Committees.</p>	<p><b>13. Council Executive Committee</b></p> <p>A. The Council Executive Committee shall consist of five (5) members:</p> <ol style="list-style-type: none"> <li>1. A Chair who shall serve for two years and be presiding officer of the Faculty Council and of the Council Executive Committee.</li> <li>2. An Associate Chair who shall act as secretary of the Faculty Council.</li> </ol>

#### A. Intermediary Functions

The Executive Committee shall

1. Review all items of potential new business, decide disposition thereof, and set the Council meeting agenda accordingly;
2. Receive from the President, Chancellor, Provost, Deans, and Councilors requests for Council advice;
3. Delegate tasks to Committees; and
4. Report to the Council the status of new requests, delegated tasks, and pending items of business submitted to the Council Executive Committee.

#### B. Organizational Responsibilities

The Executive Committee shall

1. Solicit Council members and Council Committees for assessments of and potential revisions to the Constitution and these Bylaws. Each spring of an even-numbered year, report these comments to the Council and determine whether such revisions are necessary.
2. Inform the Colleges of vacancies in Council seats by at least February 15 of each year for regular elections and within two (2) weeks of the creation of a vacancy to be filled.

3. Three other councilors.

4. No more than three Council Executive Committee members may be elected from the same college.

B. The Council Executive Committee shall have the following functions:

1. To inform the colleges of vacancies in Council seats by at least February 15 of each year for regular elections and within two (2) weeks of the creation of a vacancy to be filled.
2. Serve as the Committee on Committees, with the Provost as a member, to nominate to the Faculty Council for ratification all members of all Council standing and ad hoc committees.
3. To approve the charges of the standing and ad hoc committees.
4. To specify issues for discussion and request recommendations from standing and ad hoc committees.

C. Committee on Committees

Comprised of the Executive Committee and any additional members as selected per the Constitution, the Committee on Committees shall

1. Solicit relevant bodies for nominees to fill existing or upcoming vacancies on Committees;
  2. Nominate to the Council for each Committee a single slate of voting members before the end of the May meeting. The agreement of each nominee shall be secured before nomination;
  3. Identify those Committees which need staff and student representation. This shall be achieved in consultation with Committees and relevant representative bodies; and
  4. Inform Committees of their student and staff members as selected by the appropriate representative bodies.
5. Receive from the President, Chancellor, Provost and Deans requests for Council advice, and refer them to the appropriate committees for study. The Chair of the Council shall publicize requests that have been acted upon, indicating to which body each has been referred.
  6. Receive from the Chair of the Council all items of new business, and determine the appropriate disposition.
  7. Report regularly regarding the status of all items of business submitted to the Council Executive Committee.
  8. Prepare the Faculty Council agenda
  9. Review the Constitution and bylaws and the committee structure for needed revisions and report thereon, not later than February of each year.
  10. Continuously review and investigate the implementation of actions of the Faculty Council and its committees, and report thereon at least every semester.
  11. Act in an advisory capacity to the President and/or the Chancellor during the summer months, and in the cases of emergency, as determined by the President or the Chancellor. The Council Executive Committee will keep the Council informed on any actions taken.
  12. Be empowered to carry on the business of the Faculty Council during the periods

when the faculty is not in session. A report of all actions taken will be presented at the first regularly scheduled Council meeting thereafter.

13. Be empowered to implement Section 5, F of the Bylaws by:
  - a. Maintaining continuing communication with the Chairpersons of the Governance Bodies of the Colleges;
  - b. Reviewing agendas and minutes of the Governance Bodies and similar agencies of the Colleges and determining whether a University-wide issue or potential conflict among Colleges exists;
  - c. Where such an issue or conflict exists, notifying the Faculty Council and the appropriate Governance Body or similar agency of the Council Executive Committee's determination; such notification shall be given within two weeks of the date on which the Council Executive Committee received formal notice of the action taken by the Governance Body or similar agency; and
  - d. When there is a determination that an educational policy action involves a University-wide issue or conflict between colleges, placing this item of business on the agenda of the next regularly scheduled Faculty Council meeting.

**11. Academic Affairs Committee**

A. This Committee shall develop recommendations concerning matters of educational policy which have a Campus-wide effect, except as otherwise provided. Among its duties it shall:

1. Examine all proposals for new undergraduate programs or majors of an academic or curricular nature from the several Colleges and programs to ensure adherence to Campus-wide policies with regard to degree granting. After consideration, the committee shall make its recommendations to the Council;
2. Review and make recommendations on revisions of the Student Code of Conduct with input from the Discipline and Grievance Committee, Restorative Justice Commission, faculty, and students. Review and recommend policies regarding academic advising and Academic Support Service;
3. Confer with the Provost's Office about upcoming calendars and report to the Council; and
4. Establish a standing committee on Standards and Credits, to create, if possible, consistency and Campus policy, comprised of no fewer than three of the Faculty Council Academic Affairs Committee members and including the Registrar as an *ex officio* member, and a member from each of the established Standards and Credits committees that currently exist in Colleges across the Campus.

**14. Academic Affairs Committee**

A. The Committee shall develop recommendations concerning matters of educational policy which have a Campus-wide effect, except as otherwise provided. Among its duties it shall:

1. Recommend the list of candidates for undergraduate degree;
2. Examine all proposals of an academic or curricular nature from the several colleges and programs to ensure adherence to Campus-wide policies. After consideration, the committee shall make its recommendations to the Council;
3. Review academic regulations and graduation requirements;
4. Recommend procedures for the selection of candidates for honorary degrees and recommend, directly to the Provost, appropriate candidates;
5. Review and recommend policies regarding academic advising and academic support services;
6. Prepare the academic calendar and present same to the Council for its approval;
7. Establish a standing subcommittee on Standards and Credits consisting of no fewer than three of its members and including the Registrar of the University as an *ex officio* member.

<p>B. Composition: The Academic Affairs Committee shall be composed as follows:</p> <ol style="list-style-type: none"> <li>1. Voting Members: Refer to Bylaws Section 9C, "Committee Membership."</li> <li>2. Non-Voting Members: One member chosen by the Undergraduate Student Government; ; one member chosen by the Graduate Student Government; one member chosen from the professional staff; and, <i>ex officio</i>, the Provost and the Chair of the Restorative Justice Commission.</li> </ol>	<p>B. Composition</p> <ol style="list-style-type: none"> <li>1. Voting Members: Refer to 10 A.5. Membership</li> <li>2. Non-Voting Members: One member chosen by the Student Senate; one member chosen by the Professional Staff Organization; the Provost ex officio.</li> </ol>
<p><b>12. Academic Technology Committee.</b></p> <p>A. This committee shall</p> <ol style="list-style-type: none"> <li>1. Make recommendations on hardware and software acquisitions intended for Campus-wide academic use;</li> <li>2. Propose plans for expansion and improvement of academic computing facilities;</li> <li>3. Recommend policies based on curricular considerations for determining distribution of and access to Campus-wide academic computing resources;</li> <li>4. Review all requests to acquire academic computing facilities, except those that are funded by external grants to provide dedicated computing facilities for sponsored research;</li> <li>5. Advise and consult with the Provost's Computing Advisory Group and the Computer Use Development Committee and advisory groups convened by the Provost;</li> </ol>	<p><b>15. Academic Technology Committee</b></p> <p>A. This committee shall</p> <ol style="list-style-type: none"> <li>1. Make recommendations on hardware and software acquisitions intended for Campus-wide academic use;</li> <li>2. Formulate plans for expansion and improvement of academic computing facilities;</li> <li>3. Recommend policies, based on curricular considerations, for determining distribution of, and access to, Campus-wide academic computing resources;</li> <li>4. To review all requests to acquire academic computing facilities, except those that are funded by external grants to provide dedicated computing facilities for sponsored research; and</li> <li>5. To advise and consult with the Provost's Computing Advisory Group and the Computer Use Development</li> </ol>

<p>6. Submit an interim report during the academic year, in addition to its annual report; and</p> <p>7. Confer with the Center for Innovative Teaching, Office for Faculty Development, and the Information Technology Office on their ongoing projects-</p> <p>B. Composition: The Academic Technology Committee shall be composed as follows:</p> <ol style="list-style-type: none"> <li>1. Voting Members: Refer to Bylaws Section 9C, "Committee Membership."</li> <li>2. Non-Voting Members: One member chosen by the Undergraduate Student Government; one chosen by the Graduate Student Government; and the Vice Chancellor for Information Technology and Chief Information Officer; and the Provost or designee.</li> <li>3. By vote of the Committee, other individuals may be invited to participate in the discussions of the Committee.</li> </ol>	<p>Committee.</p> <p>B. Composition</p> <ol style="list-style-type: none"> <li>1. Nine voting members as follows: Refer to 10 A.5. Membership</li> <li>2. Non-voting Members: One member chosen by the Student Senate, one member chosen by the Professional Staff Association, the Director of Computing Services ex officio, the Director of Computer User Development ex officio, the Provost or designee ex officio.</li> </ol> <p>By vote of the Committee, other individuals may be invited to participate in the discussions of the Committee.</p>
<p><b>13. Budget and Long-Range Planning Committee</b></p> <p>A. This Committee, while respecting the Master Campus Calendar, shall</p> <ol style="list-style-type: none"> <li>1. Participate in the planning and development of the University, especially in the creation of new units and colleges and to consult with appropriate administrative offices thereto;</li> <li>2. Review and make policy recommendations concerning the planning, development, and use of all physical</li> </ol>	<p><b>16. Budget and Planning Committee</b></p> <p>A. This committee shall</p> <ol style="list-style-type: none"> <li>1. Participate in the planning and development of the University, especially in the creation of new units and colleges and to consult with appropriate administrative offices thereto;</li> <li>2. Review and make policy recommendations concerning the planning, development and use of all physical facilities of the Boston campus, and to</li> </ol>

facilities of the Boston campus, and monitor and report upon the implementation of such policy;

3. Review Library planning and purchases, and, when new programs are proposed, review in light of Library holdings;
4. Make transparent to the entire faculty, including College senates and budget committees, the overarching plans and budgets of the University;
5. Report to the Council at least once each semester on the Committee’s activities and recommendations, accompanying its report with such recommendations as it deems appropriate;
6. Review draft budgets and report to the Council before they are formally approved by the administration; and
7. Review and report to the Council on the administration of funds on the Boston campus.

B. Composition: The Budget and Long-Range Planning Committee shall be composed as follows:

1. Voting members: Voting Members: Refer to Section 9C, “Committee Membership.”
2. Non-voting members: Ex officio, The Chancellor, the Provost and the Dean of University Libraries; an Undergraduate Student Government representative, a Graduate Student Government representative, and a Faculty-Staff Union representative.

monitor and report upon the implementation of such policy;

3. Review Library planning and purchases;
  4. Make its reports and recommendations in a timely fashion, taking into account the master calendars of the Boston campus, the Office of the President and the Board of Trustees;
  5. Report to the Faculty Council at least once each semester, accompanying its report with such recommendations as it deems appropriate;
  6. Review budget proposals and report to the Council regarding them before they are formally approved by the administration; and
- Review and report to the Council of the administration of funds on the Boston campus.

B. Composition

1. Voting members: Refer to 10.A.5. Membership
2. Non-Voting members: The Chancellor ex officio; the Provost ex officio, the Director of Libraries as provided by the Constitution, one member chosen by the Student Senate, and one member chosen by the Professional Staff Association.

**14. Financial Aid, Admissions and Records Committee**

A. This Committee shall review and recommend policies concerning:

1. Enrollment and re-enrollment of students;
2. Enrollment goals and student recruitment;
3. Financial Aid;
4. Transfer Credit;
5. Registration; and
6. Academic records and distribution of grade reports.

B. At the request of the Provost or Vice Chancellor for Enrollment Management, the Committee may recommend action in individual cases.

C. Composition: The Financial Aid, Admissions, and Records Committee shall be composed as follows:

1. Voting members: Refer to Section 9C, "Committee Membership."
2. Non-Voting Members: The Vice Chancellor for Enrollment Management or the designee ex officio, one representative chosen by the Undergraduate Student Government Senate, one representative chosen from the Graduate Student Government, and one member from the professional staff.
3. Committee membership should include a range of faculty such that both undergraduate student and graduate student interests are represented.

**17. Financial Aid, Admissions and Records Committee**

A. This committee shall review and recommend policies concerning:

1. Admissions and readmissions of students;
2. Admission goals and student recruitment;
3. Financial Aid;
4. Transfer Credit;
5. Registration; and
6. Academic records and distribution of grade reports;

B. At the request of the Provost or of the Dean of Admissions, the committee may recommend action in individual cases.

C. Composition

1. Voting members: Refer to 10 A.5. Membership
2. Non-Voting Members: The Vice Chancellor of Enrollment Management or the designee ex officio, one representative chosen by the Student Senate, and one representative chosen by the Professional Staff Association.

**15. Graduate Studies Committee**

## A. This Committee shall

1. Advise the Associate Vice Provost for Graduate Education and the Dean or Director of the appropriate College or unit on academic matters relating to the administration of graduate programs;
2. Develop policy recommendations on matters relating to graduate studies within the University, including
  - a. Policies governing the establishment, modification and termination of all graduate programs, including cooperative graduate programs with other colleges and universities;
  - b. Policies governing graduate student admission, financial aid, and graduation;
  - c. The qualifications required for faculty participation in graduate programs, including the direction of theses and dissertations; and
  - d. If not covered by other grievance procedures, the development of a system designed to resolve such differences as may arise between graduate students and members of the faculty; and
  - e. At the request of the Provost or of the Vice Chancellor for Enrollment Management, recommend action in individual cases.
3. Examine proposals of graduate programs and courses to ensure adherence to University policies and make

**18. Graduate Studies Committee**

## A. This body shall

1. When appropriate provide advice to the Dean of Graduate Studies and to the Dean or Director of the appropriate college or unit on academic matters relating to the administration of graduate programs;
2. Develop policy recommendations on matters relating to graduate studies within the University, including:
  - ⇒ a. Policies governing the establishment, modification and termination of all graduate programs, including cooperative graduate programs with other colleges and universities;
  - ⇒ b. Policies governing graduate student admission, financial aid, and graduation;
  - ⇒ c. The qualifications required for faculty participation in graduate programs, including the direction of theses and dissertations; and
  - ⇒ d. If not covered by other grievance procedures the development of a system designed to resolve such differences as may arise between graduate students and members of the faculty.

<p>recommendations to the Council concerning their adoption.</p> <p>B. Composition: The Graduate Studies Committee shall be composed as follows:</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to Section 9C, "Committee Membership."</li> <li>2. Non-Voting Members: The Associate Vice Provost for Graduate Education <i>ex officio</i>, the Dean of University Libraries as provided in the Constitution, one representative chosen by the Undergraduate Student Government and one from the Graduate Student Government.</li> </ol>	<p>B. Composition</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to 10 A.5. Membership</li> <li>2. Non-Voting Members: The Dean of Graduate Studies <i>ex officio</i>, the Dean Director of Libraries as provided in the Constitution, one representative chosen by the Student Senate, and one representative chosen by the Professional Staff Association.</li> </ol>
	<p><b>19. Institutional Review Board for the Protection of Human Subjects Committee</b></p> <p>A. This committee shall review and recommend policies for research involving human subjects.</p> <p>B. This committee shall conduct reviews of all proposals for research or instruction in which the use of human subjects is proposed in order to determine:</p> <ol style="list-style-type: none"> <li>1. Whether these subjects will be placed "at risk," i.e., "Exposed to the possibility of injury, including</li> </ol>

physical, psychological or social injury, as a consequence or participation as a subject in any research, development, training grant or related activity which departs from the application of those established and accepted methods necessary to meet (their) needs, or which increases the ordinary risks of daily life, including the recognized risks inherent in a chosen occupation or field of service," and if so

- ⇒ a. That "the risks to the subject are so outweighed by the sum of the benefit to the subject and the importance of the knowledge to be gained as to warrant a decision to allow the subject to accept these risks;"
- ⇒ b. That "the rights and welfare of any such subjects will be adequately protected;"
- ⇒ c. That the "informed consent" of all individuals placed "at risk" shall be obtained from those individuals or their legally authorized representatives, "so situated as to be able to exercise free power of choice without undue inducement or any element of force, fraud, deceit, duress or any other form of constraint or coercion," the informed consent to be in written form;
- ⇒ d. That, in those special cases where the investigator is convinced that it is not feasible to make full disclosure of the matters in e below, the investigator incurs added obligations to protect the welfare and dignity of the subjects and to establish the merit of the cases to the satisfaction of the Committee;

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|  | <p>⇒ e. That the information provided prospective human subjects shall include:</p> <ol style="list-style-type: none"><li>1. a fair explanation of the procedures to be followed, their purposes and the identification of any procedures which are experimental;</li><li>2. a description of any attendant discomforts and risks reasonably to be expected;</li><li>3. a description of any benefits reasonably to be expected;</li><li>4. a disclosure of any alternative procedure that might be advantageous for the subject;</li><li>5. an offer to answer any inquiries concerning the procedures;</li><li>6. an instruction that the person is free to withdraw his consent and to discontinue participation in the project or activity at any time without prejudice to the subject; and</li><li>7. a statement of the existence of the Human Subjects Review Committee which protects the rights of the investigators and participants.</li></ol> <p>⇒ f. That if human subjects are recruited from among students in lecture, laboratory or discussion classes, such service shall be entirely voluntary and that if any extra credit, grade consideration, or other reward is offered for participation as a volunteer,</p> |
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alternative methods requiring a similar workload and carrying equivalent reward shall be offered to those students within the class who do not wish to participate as human subjects.

- ⇒ g. Departmental or administrative unit committees shall review all questionnaires to be used in obtaining information for study from the members of any section of the university community or general public, if such questionnaires are involved with University instruction.

C. The procedures of the Committee shall include and conform to the following:

1. The Director of the Office of Grant and Contract Administration shall be responsible for the prompt transmittal to the Committee members of all federally funded grant, contract, training grant or fellowship proposals which require the use of human subjects or survey research or research requiring the examination of data about human subjects.
2. The Committee shall review all grant, contract, training grant, survey research or fellowship proposals involving the use of human subjects within 60 days after the receipt date, the deadline for proposal (or request for renewal) submission or within 60 days following the actual submission date of the proposal.
3. The Chairperson shall schedule the meetings with regard to necessary timeliness.

	<p>4.Failure to complete review within 60 days shall not be construed as approval by the Committee.</p> <p>5.One-half of the members of the Committee shall constitute a quorum.</p> <p>6.No members of the Committee who have conflicting or vested interests in the proposal shall be involved, except to provide information to the Committee; in keeping with this principle the ex officio members shall not have voting privileges on the Committee.</p> <p>D. Composition</p> <p>1. Voting Members: Refer to 10 A.5. Membership plus four students to include one graduate student, one representative on University research centers and institutes, 3 members of the civic community who shall not be employees of the University.</p> <p>2. Non-Voting Members:</p> <ul style="list-style-type: none"> <li>⇒ a. Director of Graduate Studies ex officio</li> <li>⇒ b. Director of the Office of Grant and Contract Administration ex officio</li> </ul>
<p><b>16. Library Committee</b></p> <p>A. This committee shall</p> <ol style="list-style-type: none"> <li>1. <u>Make</u> recommendations on the general policies of the Library;</li> <li>2. Monitor the holdings of the Library to ensure appropriate support for the present academic programs of the University and notify the Council of areas of concern;</li> </ol>	<p><b>20. Library Committee</b></p> <p>A. This committee shall:</p> <ol style="list-style-type: none"> <li>1. Develop recommendations on the general policies of the Library.</li> <li>2. Monitor the holdings of the Library to ensure appropriate support for the present academic programs of the University and notify the Faculty Council or areas of concern.</li> </ol>

<p>3. When Faculty Council action is required on new academic programs, report to the appropriate Faculty Council Committee on the adequacy of Library holdings for the program;</p> <p>4. When appropriate, advise the Dean of University Libraries on matters such as budget, acquisition policy, strategic planning, and administration of the Library.</p> <p>B. Composition: The Library Committee shall be composed as follows:</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to Section 9C, "Committee Membership."</li> <li>2. Non-voting members: One representative chosen by the Undergraduate Student Government and one chosen by Graduate Student Government; one chosen by the Faculty-Staff Union; <i>ex officio</i>, the Dean of University Libraries, and the Chief or Associate Chief Information Officer.</li> </ol>	<p>3. When Faculty Council action is required on new academic programs, report to the appropriate Faculty Council Committee on the adequacy of Library holdings for the program.</p> <p>4. When appropriate, advise the Director of the Library in matters such as budget, acquisition policy, and administration of the Library.</p> <p>B. Composition:</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to 10 A.5 Membership</li> <li>2. Non-voting members: One representative chosen by the Student Senate and one by the Professional Staff Association; and the Director of the Library <i>ex officio</i>.</li> </ol>
<p><b>17. Joint Athletics Committee</b></p> <p>A. This Committee shall</p> <ol style="list-style-type: none"> <li>1. Recommend campus policies and procedures on matters related to athletics; and</li> <li>2. Report these recommendations to the Faculty Council and the Undergraduate Student Government for discussion and approval.</li> </ol>	<p><b>21. Joint Athletics Committee</b></p> <p>A. This Committee shall:</p> <ol style="list-style-type: none"> <li>1. Recommend campus policies and procedures on matters related to athletics; and;</li> <li>2. Report these recommendations to the Faculty Council and the Student Senate for discussion and approval.</li> </ol>

<p>B. Composition: The Joint Athletics Committee shall be composed as follows:</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to Section 9C, "Committee Membership;" four members of the Student Body, three members of the Professional/Classified Staff, one Alumnus, and one community representative.</li> <li>2. Non-voting members: The Vice Chancellor of Athletics and Recreation and Director of Athletics <i>ex officio</i>.</li> <li>3. As provided by NCAA-ECAC regulations, the Chairperson of the Committee shall be a member of the Faculty.</li> </ol> <p>C. Term of Office:</p> <ol style="list-style-type: none"> <li>1. Members will be appointed for a two-year term.</li> </ol>	<p>B. Composition</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to 10 A.5. Membership plus four members of the Student Body, three members of the Professional/Classified Staff, one Alumnus, one Community Representative; that as provided by the NCAA-ECAC regulations, the Chairperson of the Committee be a member of the Faculty.</li> <li>2. Non-voting members: The Director of Athletics <i>ex officio</i></li> </ol> <p>C. Term of Office:</p> <ol style="list-style-type: none"> <li>1. Members will be appointed for a two-year term.</li> </ol>
<p><b>18. Joint Discipline and Grievance Committee</b></p> <p>A. This committee shall</p> <ol style="list-style-type: none"> <li>1. Review and recommend to the Faculty Council and the Student Senate discipline and grievance policies and procedures regarding academic integrity, discipline, and restorative justice.</li> <li>2. Work with administrative committees to exercise jurisdiction to adjudicate individual cases as specified in any discipline and grievance or restorative justice policies which may be approved by the Faculty Council, the Student Senate, the Administration, and the Board of Trustees.</li> </ol>	<p><b>22. Joint Discipline and Grievance Committee</b></p> <p>A. This committee shall:</p> <ol style="list-style-type: none"> <li>1. Review and recommend to the Faculty Council and the Student Senate discipline and grievance policies and procedures.</li> <li>2. Exercise jurisdiction over individual cases as specified in any discipline and grievance policies which may be approved by the Faculty Council, the Student Senate, the Administration and the Board of Trustees.</li> </ol>

<p>B. Composition: The Joint Discipline and Grievance Committee shall be composed as follows:</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to Section 9C, "Committee Membership," with five students chosen by the Undergraduate Student Government and Graduate Student Government, with the appointment of seats for the two governments based on the proportion of the total number of undergraduate and graduate students on campus. Each of the two associations must have at least one representative. One member shall represent the professional staff.</li> <li>2. Non-voting members: <i>ex officio</i>, the Dean of Students and the Associate Vice Provost for Inclusive Excellence.</li> </ol>	<p>B. Composition:</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to 10 A.5. Membership. Plus five students chosen by the Student Senate and GSA with the appointment of seats for the two associations based on the proportion of the total number of undergraduate and graduate students on campus; each of these two associations must have at least one representative. One representative from the Professional Staff Association.</li> <li>2. Non-voting members: Dean of Students <i>ex officio</i></li> </ol>
	<p><b>23. Joint Sexual Harassment Hearing Board</b></p> <p>A. The members of the Hearing Board shall act at all times to preserve the confidentiality of complaints and respondents. Board members shall participate in sexual harassment training workshops designed to sensitize them to the issues encompassing sexual harassment, including confidentiality, and the hearing procedures herein.</p> <p>B. Composition</p>

	<ol style="list-style-type: none"> <li>1. The Chancellor, in consultation with the appropriate governing and administrative bodies, shall appoint a 12-member Sexual Harassment Hearing Board. The Sexual Harassment Officer shall act as the Coordinator of the Board. The Hearing Board shall be composed of 3 faculty members, 3 members of the professional staff, 3 classified employees and 3 students. Appointments will be guided by considerations of continuity, experience, a sensitivity to the concerns of those most profoundly affected by sexual harassment. Insofar as possible the Board shall reflect the diversity of the campus community. The membership of each constituency shall include at least one woman and one man. Members are to serve staggered terms for three years.</li> </ol>
<p><b>19. Quality of Life Committee</b></p> <p>A. This committee shall</p> <ol style="list-style-type: none"> <li><del>1.</del> Review the quality of the physical facilities and social environment;</li> <li>2. Consult with the Provost on issues relating to overall health and well-being of faculty, staff, and students;</li> <li><del>3.</del> Regularly study campus climate on issues of discrimination; and</li> <li>4. Advise the Budget and Long-Range Planning Committee of the Council.</li> </ol>	<p><b>24. Quality of Life Committee</b></p> <p>A. This committee shall:</p> <ol style="list-style-type: none"> <li>1. Study the quality of the physical facilities and of the social environment and make recommendations to the Faculty Council and to the Administration.</li> </ol>

<p>B. Composition: The Quality of Life Committee shall be composed as follows:</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to Section 9C, "Committee Membership." One member representing the professional staff; one student member selected by the Undergraduate Student Government; and one student member selected by the Graduate Student Government.</li> <li>2. Non-voting members: <i>Ex officio</i>, the Vice Chancellor for Administration and Finance, the Executive Director of the University Health Services, and the Associate Vice Chancellor for Facilities Management.</li> </ol>	<p>B. Composition:</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to 10 A.5. Membership; one member of the Professional Staff Association; one student member selected by the Student Senate</li> <li>2. Non-voting members: The Vice Chancellor for Administration and Finance <i>ex officio</i></li> <li>3. This committee must comprise one member from each of the University's buildings.</li> </ol>
<p><b>20. Research Committee</b></p> <p>A. This Committee shall develop recommendations concerning support of the research and scholarship agenda of the faculty and university. Among its duties, it shall</p> <ol style="list-style-type: none"> <li>1. Make recommendations to the Council for policy and procedural changes pertinent to research and scholarship;</li> <li>2. Participate in the strategic planning of the University that has a direct effect on the ability of the faculty to effectively engage in research and scholarship;</li> <li>3. Serve as a liaison between relevant University committees and administrative units (e.g., budget, ORSP, institutional research) and the Faculty Council;</li> </ol>	

4. Advocate for University policies and practices that recognize and support a wide range of scholarship and research accomplishments of faculty across all disciplines, and the documentation of these accomplishments in an equitable fashion and their inclusion in University metrics;
5. Identify barriers to research on the campus and make recommendations to Faculty Council about policies and practices that will address these barriers and enhance research activity;
6. Provide opportunities and a safe space for individual faculty to express their concerns relating to research and scholarship to any member of this committee, with the expectations of complete confidentiality and the careful conveyance of such concerns to the Council;
7. Advise relevant University committees and administrative units on the implementation of policies and procedural changes, particularly those developed within the Committee; and
8. Assist the Council and its Executive Committee in filling vacancies in its Subcommittee on Community-Engaged Research.

B. Composition: Membership shall be sought for at least one member representing each of the University's Colleges.

1. Voting members: Refer to Section 9C, "Committee Membership,"

2. Non-Voting Members: *Ex officio*, the Vice-Provost for Research, Associate Vice Provost for Research and the Director of ORSP (Office of Research and Sponsored Programs).

### **21. Community-Engaged Scholarship Subcommittee**

A. The Subcommittee on Community-Engaged Scholarship of the Research Committee shall give voice to the issues and concerns of faculty who are collaborating with community partners in their research, teaching, and service, thereby enhancing the mission of the University. Among its duties, it shall

1. Request, carefully analyze, and report on institutional data from relevant portions of the National Survey of Student Engagement (NSSE) that our undergraduates complete each year, and seek campus access to other potentially useful surveys such as the national Higher Education Research Institute (HERI) Faculty Survey;
2. Advise the Research Committee, and by extension the Faculty Council, on policies, structures, and practices that will support community-engaged scholars and their research;
3. Provide appropriate input to the periodic review process of the university's Carnegie Foundation-classification as Community-Engaged.

B. Composition: Refer to Section 9C. "Committee Membership."

**22. General Education Committee**

## A. This Committee shall

1. Review proposals for courses and requirements established by the Council for University-wide undergraduate education in the following five areas: Distribution courses, Diversity courses, First-Year and Intermediate Seminars, Quantitative Reasoning courses, and the Writing Proficiency requirement;
2. Receive recommendations from subcommittees in each of the five areas named in (22A1) on proposals for courses and procedures;
3. Make recommendations and bring motions for approval of proposals for University-wide General Education policies and procedures to the Council Executive Committee for inclusion in Council meeting agendas;
4. Review proposals for courses satisfying the senior-level Capstone requirements from the University's departments and programs;
5. Assess the implementation of General Education provisions or participate in General Education assessments initiated by other units;
6. Consult with faculty, departments, Colleges and administration on General Education policy and procedures; and
7. Advise the Council Executive Committee on membership of the Committee and its subcommittees.

<p>B. Composition: The General Education Committee shall be composed as follows:</p> <ol style="list-style-type: none"> <li>1. Voting members: Refer to Section 9C. "Committee Membership ."</li> <li>2. Seek at least one member from each College offering undergraduate courses participating in General Education.</li> <li>3. Chairs of General Education subcommittees and the directors of the Composition and English as a Second Language Programs.</li> <li>4. Non-voting members: Ex officio, the Associate Vice Provost for Inclusive Excellence, and directors of University offices supporting General Education requirements.</li> </ol>	
<p><b>23. Elections Committee</b></p> <p>A. This committee shall propose and implement a balloting procedure for the election of Councilors. This shall include the following actions:</p> <ol style="list-style-type: none"> <li>1. Propose and obtain approval from Council for the balloting procedure to be implemented. This shall be accomplished in fall semester, and the proposed procedure shall include selection of the voting medium (e.g., paper ballot or choice of software), and it must address the resolution of ambiguous votes, invalid votes, voting eligibility for joint appointments, and offer</li> </ol>	

a contingency plan for unexpected obstacles arising in implementation.

2. Inform members of the number and designation of seats to be filled.
3. Solicit nominations for all elective positions.
4. Present the slate of candidates for a vote by the members.
5. Execute the election via the procedure approved by Council; this committee shall keep confidential all information about voting while the election is in progress.
6. Announce election results to all faculty and the Council.
7. Provide a written report to the Council which details the election procedure used, results, and recommendations for future elections.

B. Composition: Refer to Section 9C, "Committee Membership."

**UMass Boston Faculty Council Proposed Revision of Bylaws  
November 18, 2023**

**PREAMBLE**

These Bylaws represent governing and guiding rules by which the Faculty Council and its Committees and Subcommittees shall operate in accordance with the Council Constitution and the following principles:

- Shared governance and ongoing consultation,
- Transparent and open communication and decision-making,
- Effective reporting that keeps faculty aware of the Council's and Committees' business,
- Permanent as opposed to *ad hoc* structures, and
- Respect for faculty time and energy.

**GENERAL PROVISIONS**

**1. Adoption and Changing of Bylaws**

A. The Council may revise the Bylaws of the Council by a two-thirds (2/3) vote of those present and voting at a meeting on whose agenda the proposed action has appeared. All votes concerning actions on the Bylaws shall be by written ballot unless those present rule otherwise by a two-thirds (2/3) majority.

B. The Council may move into executive session upon a two-thirds (2/3) vote of those present.

**2. Elections to the Council**

A. Elections to the Council shall take place in the spring semester for newly-elected Council members to take office at the adjournment of the first May Council meeting.

- B. The Executive Committee of the Council shall establish an Elections Committee to solicit nominations for all elective positions and to administer member voting. (See Section 23.)
- C. Faculty shall be informed of the number and designation of seats to be filled no later than February 10.
- D. The Elections Committee shall be responsible for soliciting nominations for all Council elective offices.
- E. The nomination period to elect Councilors must be no less than two weeks (excluding periods of faculty non-responsibility, summer and winter breaks).
- F. The vote shall be by secret ballot using the medium established by the Elections Committee.
- G. The Elections Committee shall present the slate of candidates for a vote by the members.
- H. Voting shall occur over a period of no less than two weeks (excluding school vacations).
- I. Elections must be completed by April 10.
- J. Election results must be announced no later than April 20.
- K. In an election for at-large seats in which two vacancies are to be filled for a particular rank and more than four candidates have been nominated, a primary election shall be conducted to select four candidates for the final election of the at-large members of that rank.
- L. The winner of the final election for each seat shall be the candidate with the most votes.
- M. Ties shall be resolved via a special run-off election.
- N. Seats on the Council designated to be held by a specific category of faculty (for example, to be held by a non-tenure track faculty member, or a member of a specific College may only be elected by eligible faculty of said category.

O. Temporary or unexpected vacancies shall be filled at the discretion of the Executive Committee after consultation with the appropriate College Senate, Assembly, or equivalent.

### **3. Meetings and Agendas**

A. Each semester the Council shall convene an open faculty meeting and set the agenda thereof. All ensuing recommendations shall be placed upon the agenda of the next Council meeting.

B. The first regular meeting of the Council shall take place during the month of May. The Council shall then establish a schedule of regular meetings, with its first meeting being called by the Council Executive Committee.

C. Regular meetings of the Council shall be held monthly during the academic year.

D. Additional meetings of the Council may be called by

1. The Chancellor,
2. The Council Executive Committee,
3. Twenty-five percent (25%) of the Councilors petitioning the Council Executive Committee, or
4. Ten percent (10%) of the full-time faculty petitioning the Council Executive Committee.

E. The agendas of meetings with all appropriate documents including the corrected minutes shall be prepared and distributed by the Council Executive Committee at least six days in advance of any meeting to the following:

1. All members of the Council,
2. The Chancellor and all Vice Chancellors,
3. The Associate Vice Provost for Graduate Education, Vice Provost for Student Equity, Access and Success, Dean of Faculty, and the Vice Provost for Research,
4. Deans, department chairpersons, or equivalents, and
5. The president of the Undergraduate Student Government, the president of the Graduate Student Government, the president of the Faculty-Staff Union, and the chairs of College governance bodies.

F. The Chancellor, committee chairpersons and individual members shall advise the Council Executive Committee in matters they desire to place before the Council in sufficient time that such matters may appear on the agenda six days in advance of the meeting.

G. The question of approving or amending the agenda shall appear as the first item of the new business at the earliest possible meeting. Otherwise, the order of the agenda shall be proposed by the Council Executive Committee.

H. Matters designated as urgent by the Chancellor shall appear as the first item of new business at the earliest possible meeting. Otherwise, the order of the agenda shall be proposed by the Council Executive Committee.

#### **4. Quorum**

A. A quorum to conduct Council discussions and business shall consist of a simple majority of Council voting members.

B. A quorum concerning items not appearing on the published agenda shall be a simple majority of the voting members of the Council.

#### **5. Documentation**

A. The Council and its Committees shall save three kinds of documents:

1. Agendas,
2. Minutes, and
3. Reports.

B. Lengthy or important reports should be submitted to be accepted for archive and further discussion and action.

C. The Council Executive Committee is responsible for saving reports and linking them to minutes and agendas.

#### **6. Procedures for Council Voting**

- A. All motions presented for final vote must appear on the agenda of the meeting at which the vote is to be taken, unless this provision is waived by a two-third (2/3) vote of the Council.
- B. To adopt a motion whose wording appears on the Council agenda, only one passing vote is necessary.
- C. A second reading at a subsequent meeting is necessary for all motions whose wording did not appear on the agenda of the meeting at which it received first approval, and for any motion whose wording is substantially amended from that presented in the agenda.
- D. At a second reading, any amendment or substitution to a motion must achieve a majority to pass, and such change, if substantive, shall return a motion to its first reading.
- E. In exceptional circumstances when time is of the essence, the requirement of a second reading may be waived by a two-thirds (2/3) vote of the members of the Council present and voting.

## **7. Visitors and Floor Privileges**

- A. Speaking privileges may be extended to non-members of the Council in the following cases:
  1. When serving as members of a Council Committee that is presenting a report or other business to the Council or debating a motion,
  2. Guests of the Council when recommended by the Council or by the Executive Committee, or
  3. Officers of the governing bodies of the Colleges.

## **8. Vacancies in Council Membership**

- A. Should a member resign or be declared ineligible, the remainder of the term shall be filled by the Council Executive Committee's seating of the candidate who received the largest vote in the election of the Councilor vacating the seat.
- B. Should there be no candidate who received the next largest vote, the Colleges concerned shall elect a replacement according to its own procedures. Vacant at-large seats shall remain open if there is no second-largest vote recipient until the next election.

C. Should the Chair resign or be declared ineligible, the Associate Chair shall serve as Chair until the next election with a new Associate Chair selected from the membership of the Council. Should the new Associate Chair be selected from the membership of the Council Executive Committee, an election shall then be held for the fifth Council Executive Committee member.

## 9. Faculty Council Committees

Committees are units of the Council and report thereto. They include Standing Committees, Joint Council-Administration Committees, and *Ad Hoc* Committees. Committee purposes are established in Section 9 of the Constitution.

### A. Responsibilities

Committees shall meet at least once each semester, and

1. Annually elect Committee Chairs or Co-Chairs during their first meeting and report the results to the Executive Committee. Chairs must be voting members of their respective Committees.
2. Convey requests from administration to the Council Executive Committee in a timely fashion.
3. Record minutes of each meeting and distribute them to committee members and the Executive Committee in a timely fashion.
4. Prepare and submit an annual report by August 31, which must include a full account of any action taken on behalf of the Council.

### B. Formation and Dissolution

1. New Standing Committees/Subcommittees and Joint Council-Administration Committees/Subcommittees are established or dissolved by amending these Bylaws.
2. New *Ad Hoc* Committees are established via a motion which must include:
  - a. Name, charge, size, and expected duration;
  - b. Whether and how members are elected or appointed; and
  - c. Dates by which the committee is expected to present a progress or final report.
3. *Ad Hoc* Committees are dissolved either by

- a. A Council vote, or
- b. Automatically, on the first August 31 that occurs after the date of submission of their final report, unless the Council votes to renew the Committee.

#### C. Committee Membership

The Faculty Council Constitution establishes Committee membership in Section 9. Additionally, unless otherwise stated in these Bylaws, Committees

- 1. May include *ex officio* members, all of whom shall be non-voting,
- 2. Shall accept a member's resignation from the Committee provided the Committee Chair and Council Chair are notified in writing, and
- 3. Update their membership via the Council-approved slate of nominees on September 1<sup>st</sup>.

Adjustments to Committee membership shall be proposed by the Executive Committee and approved by the Council.

#### D. Procedures. Relevant to their charges, Committees may

- 1. Submit reports to the Council for consideration. Each report shall contain
  - a. A summary of the matters considered and conclusions reached,
  - b. References to prior Council actions when they exist and are relevant,
  - c. A list of recommendations for Council actions, and
  - d. A discussion of dissenting opinion if it exists.
- 2. Propose seconded motions to the Council upon a recorded vote of Committee members.

### **10. Council Executive Committee**

The Council Executive Committee structure and charge is established in Section 8 of the Constitution. The Executive Committee serves as intermediary between senior administration and the Council at large, executes organizational responsibilities within the Council, and acts as the Committee on Committees.

### A. Intermediary Functions

The Executive Committee shall

1. Review all items of potential new business, decide disposition thereof, and set the Council meeting agenda accordingly;
2. Receive from the President, Chancellor, Provost, Deans, and Councilors requests for Council advice;
3. Delegate tasks to Committees; and
4. Report to the Council the status of new requests, delegated tasks, and pending items of business submitted to the Council Executive Committee.

### B. Organizational Responsibilities

The Executive Committee shall

1. Solicit Council members and Council Committees for assessments of and potential revisions to the Constitution and these Bylaws. Each spring of an even-numbered year, report these comments to the Council and determine whether such revisions are necessary.
2. Inform the Colleges of vacancies in Council seats by at least February 15 of each year for regular elections and within two (2) weeks of the creation of a vacancy to be filled.

### C. Committee on Committees

Comprised of the Executive Committee and any additional members as selected per the Constitution, the Committee on Committees shall

1. Solicit relevant bodies for nominees to fill existing or upcoming vacancies on Committees;
2. Nominate to the Council for each Committee a single slate of voting members before the end of the May meeting. The agreement of each nominee shall be secured before nomination;
3. Identify those Committees which need staff and student representation. This shall be achieved in consultation with Committees and relevant representative bodies; and
4. Inform Committees of their student and staff members as selected by the appropriate representative bodies.

## 11. Academic Affairs Committee

A. This Committee shall develop recommendations concerning matters of educational policy which have a Campus-wide effect, except as otherwise provided. Among its duties it shall:

1. Examine all proposals for new undergraduate programs or majors of an academic or curricular nature from the several Colleges and programs to ensure adherence to Campus-wide policies with regard to degree granting. After consideration, the committee shall make its recommendations to the Council;
2. Review and make recommendations on revisions of the Student Code of Conduct with input from the Discipline and Grievance Committee, Restorative Justice Commission, faculty, and students. Review and recommend policies regarding academic advising and Academic Support Service;
3. Confer with the Provost's Office about upcoming calendars and report to the Council; and
4. Establish a standing committee on Standards and Credits, to create, if possible, consistency and Campus policy, comprised of no fewer than three of the Faculty Council Academic Affairs Committee members and including the Registrar as an *ex officio* member, and a member from each of the established Standards and Credits committees that currently exist in Colleges across the Campus.

B. Composition: The Academic Affairs Committee shall be composed as follows:

1. Voting Members: Refer to Bylaws Section 9C, "Committee Membership."
2. Non-Voting Members: One member chosen by the Undergraduate Student Government; one member chosen by the Graduate Student Government; one member chosen from the professional staff; and, *ex officio*, the Provost and the Chair of the Restorative Justice Commission.

## 12. Academic Technology Committee.

A. This committee shall

1. Make recommendations on hardware and software acquisitions intended for Campus-wide academic use;
2. Propose plans for expansion and improvement of academic computing facilities;

3. Recommend policies based on curricular considerations for determining distribution of and access to Campus-wide academic computing resources;
4. Review all requests to acquire academic computing facilities, except those that are funded by external grants to provide dedicated computing facilities for sponsored research;
5. Advise and consult with the Provost's Computing Advisory Group and the Computer Use Development Committee and advisory groups convened by the Provost;
6. Submit an interim report during the academic year, in addition to its annual report; and
7. Confer with the Center for Innovative Teaching, Office for Faculty Development, and the Information Technology Office on their ongoing projects.

B. Composition: The Academic Technology Committee shall be composed as follows:

1. Voting Members: Refer to Bylaws Section 9C, "Committee Membership."
2. Non-Voting Members: One member chosen by the Undergraduate Student Government; one chosen by the Graduate Student Government; one member chosen from the professional staff; and the Vice Chancellor for Information Technology and Chief Information Officer; and the Provost or designee.
3. By vote of the Committee, other individuals may be invited to participate in the discussions of the Committee.

### **13. Budget and Long-Range Planning Committee**

A. This Committee, while respecting the Master Campus Calendar, shall

1. Participate in the planning and development of the University, especially in the creation of new units and colleges and to consult with appropriate administrative offices thereto;
2. Review and make policy recommendations concerning the planning, development, and use of all physical facilities of the Boston campus, and monitor and report upon the implementation of such policy;
3. Review Library planning and purchases, and, when new programs are proposed, review in light of Library holdings;
4. Make transparent to the entire faculty, including College senates and budget committees, the overarching plans and budgets of the University;
5. Report to the Council at least once each semester on the Committee's activities and recommendations, accompanying its report with such recommendations as it deems appropriate;

6. Review draft budgets and report to the Council before they are formally approved by the administration; and
7. Review and report to the Council on the administration of funds on the Boston campus.

B. Composition: The Budget and Long-Range Planning Committee shall be composed as follows:

1. Voting members: Refer to Section 9C, "Committee Membership."
2. Non-voting members: Ex officio, The Chancellor, the Provost and the Dean of University Libraries; an Undergraduate Student Government representative, a Graduate Student Government representative, and a Faculty-Staff Union representative.

#### **14. Financial Aid, Admissions and Records Committee**

A. This Committee shall review and recommend policies concerning:

1. Enrollment and re-enrollment of students;
2. Enrollment goals and student recruitment;
3. Financial Aid;
4. Transfer Credit;
5. Registration; and
6. Academic records and distribution of grade reports.

B. At the request of the Provost or Vice Chancellor for Enrollment Management, the Committee may recommend action in individual cases.

C. Composition: The Financial Aid, Admissions, and Records Committee shall be composed as follows:

1. Voting members: Refer to Section 9C, "Committee Membership."
2. Non-Voting Members: The Vice Chancellor for Enrollment Management or the designee ex officio, one representative chosen by the Undergraduate Student Government Senate, one representative chosen from the Graduate Student Government, and one member from the professional staff.
3. Committee membership should include a range of faculty such that both undergraduate student and graduate student interests are represented.

## 15. Graduate Studies Committee

### A. This Committee shall

1. Advise the Associate Vice Provost for Graduate Education and the Dean or Director of the appropriate College or unit on academic matters relating to the administration of graduate programs;
2. Develop policy recommendations on matters relating to graduate studies within the University, including
  - a. Policies governing the establishment, modification and termination of all graduate programs, including cooperative graduate programs with other colleges and universities;
  - b. Policies governing graduate student admission, financial aid, and graduation;
  - c. The qualifications required for faculty participation in graduate programs, including the direction of theses and dissertations; and
  - d. If not covered by other grievance procedures, the development of a system designed to resolve such differences as may arise between graduate students and members of the faculty; and
  - e. At the request of the Provost or of the Vice Chancellor for Enrollment Management, recommend action in individual cases.
3. Examine proposals of graduate programs and courses to ensure adherence to University policies and make recommendations to the Council concerning their adoption.

### B. Composition: The Graduate Studies Committee shall be composed as follows:

1. Voting members: Refer to Section 9C, "Committee Membership."
2. Non-Voting Members: The Associate Vice Provost for Graduate Education *ex officio*, the Dean of University Libraries as provided in the Constitution, one representative chosen by the Undergraduate Student Government and one from the Graduate Student Government.

## 16. Library Committee

### A. This committee shall

1. Make recommendations on the general policies of the Library;
2. Monitor the holdings of the Library to ensure appropriate support for the present academic programs of the University and notify the Council of areas of concern;
3. When Faculty Council action is required on new academic programs, report to the appropriate Faculty Council Committee on the adequacy of Library holdings for the program;
4. When appropriate, advise the Dean of University Libraries on matters such as budget, acquisition policy, strategic planning, and administration of the Library.

B. Composition: The Library Committee shall be composed as follows:

1. Voting members: Refer to Section 9C, "Committee Membership."
2. Non-voting members: One representative chosen by the Undergraduate Student Government and one chosen by Graduate Student Government; one chosen by the Faculty-Staff Union; *ex officio*, the Dean of University Libraries, and the Chief or Associate Chief Information Officer.

## **17. Joint Athletics Committee**

A. This Committee shall

1. Recommend campus policies and procedures on matters related to athletics; and
2. Report these recommendations to the Faculty Council and the Undergraduate Student Government for discussion and approval.

B. Composition: The Joint Athletics Committee shall be composed as follows:

1. Voting members: Refer to Section 9C, "Committee Membership;" four members of the Student Body, three members of the Professional/Classified Staff, one Alumnus, and one community representative.
2. Non-voting members: The Vice Chancellor of Athletics and Recreation and Director of Athletics *ex officio*.
3. As provided by NCAA-ECAC regulations, the Chairperson of the Committee shall be a member of the Faculty.

C. Term of Office:

1. Members will be appointed for a two-year term.

### **18. Joint Discipline and Grievance Committee**

#### A. This committee shall

1. Review and recommend to the Faculty Council and the Student Senate discipline and grievance policies and procedures regarding academic integrity, discipline, and restorative justice.
2. Work with administrative committees to exercise jurisdiction to adjudicate individual cases as specified in any discipline and grievance or restorative justice policies which may be approved by the Faculty Council, the Student Senate, the Administration, and the Board of Trustees.

#### B. Composition: The Joint Discipline and Grievance Committee shall be composed as follows:

1. Voting members: Refer to Section 9C, "Committee Membership," with five students chosen by the Undergraduate Student Government and Graduate Student Government, with the appointment of seats for the two governments based on the proportion of the total number of undergraduate and graduate students on campus. Each of the two associations must have at least one representative. One member shall represent the professional staff.
2. Non-voting members: *ex officio*, the Dean of Students and the Associate Vice Provost for Inclusive Excellence.

### **19. Quality of Life Committee**

#### A. This committee shall

- ~~1~~ Review the quality of the physical facilities and social environment;
2. Consult with the Provost on issues relating to overall health and well-being of faculty, staff, and students;
- ~~3~~ Regularly study campus climate on issues of discrimination; and
- ~~4~~ Advise the Budget and Long-Range Planning Committee of the Council.

B. Composition: The Quality of Life Committee shall be composed as follows:

1. Voting members: Refer to Section 9C, "Committee Membership." One member from the professional staff; one student member selected by the Undergraduate Student Government; and one student member selected by the Graduate Student Government. .
2. Non-voting members: *Ex officio*, the Vice Chancellor for Administration and Finance, the Executive Director of the University Health Services, and the Associate Vice Chancellor for Facilities Management.

## 20. Research Committee

A. This Committee shall develop recommendations concerning support of the research and scholarship agenda of the faculty and university. Among its duties, it shall

1. Make recommendations to the Council for policy and procedural changes pertinent to research and scholarship;
2. Participate in the strategic planning of the University that has a direct effect on the ability of the faculty to effectively engage in research and scholarship;
3. Serve as a liaison between relevant University committees and administrative units (e.g., budget, ORSP, institutional research) and the Faculty Council;
4. Advocate for University policies and practices that recognize and support a wide range of scholarship and research accomplishments of faculty across all disciplines, and the documentation of these accomplishments in an equitable fashion and their inclusion in University metrics;
5. Identify barriers to research on the campus and make recommendations to Faculty Council about policies and practices that will address these barriers and enhance research activity;
6. Provide opportunities and a safe space for individual faculty to express their concerns relating to research and scholarship to any member of this committee, with the expectations of complete confidentiality and the careful conveyance of such concerns to the Council;
7. Advise relevant University committees and administrative units on the implementation of policies and procedural changes, particularly those developed within the Committee; and
8. Assist the Council and its Executive Committee in filling vacancies in its Subcommittee on Community-Engaged Research.

B. Composition: Membership shall be sought for at least one member representing each of the University's Colleges.

1. Voting members: Refer to Section 9C, "Committee Membership,"
2. Non-Voting Members: *Ex officio*, the Vice-Provost for Research, Associate Vice Provost for Research and the Director of ORSP (Office of Research and Sponsored Programs).

## **21. Community-Engaged Scholarship Subcommittee**

A. The Subcommittee on Community-Engaged Scholarship of the Research Committee shall give voice to the issues and concerns of faculty who are collaborating with community partners in their research, teaching, and service, thereby enhancing the mission of the University. Among its duties, it shall

1. Request, carefully analyze, and report on institutional data from relevant portions of the National Survey of Student Engagement (NSSE) that our undergraduates complete each year, and seek campus access to other potentially useful surveys such as the national Higher Education Research Institute (HERI) Faculty Survey;
2. Advise the Research Committee, and by extension the Faculty Council, on policies, structures, and practices that will support community-engaged scholars and their research;
3. Provide appropriate input to the periodic review process of the university's Carnegie Foundation-classification as Community-Engaged.

B. Composition: Refer to Section 9C. "Committee Membership."

## **22. General Education Committee**

A. This Committee shall

1. Review proposals for courses and requirements established by the Council for University-wide undergraduate education in the following five areas: Distribution courses, Diversity courses, First-Year and Intermediate Seminars, Quantitative Reasoning courses, and the Writing Proficiency requirement;
2. Receive recommendations from subcommittees in each of the five areas named in (22A1) on proposals for courses and procedures;

3. Make recommendations and bring motions for approval of proposals for University-wide General Education policies and procedures to the Council Executive Committee for inclusion in Council meeting agendas;
4. Review proposals for courses satisfying the senior-level Capstone requirements from the University's departments and programs;
5. Assess the implementation of General Education provisions or participate in General Education assessments initiated by other units;
6. Consult with faculty, departments, Colleges and administration on General Education policy and procedures; and
7. Advise the Council Executive Committee on membership of the Committee and its subcommittees.

B. Composition: The General Education Committee shall be composed as follows:

1. Voting members: Refer to Section 9C. "Committee Membership ."
2. Seek at least one member from each College offering undergraduate courses participating in General Education.
3. Chairs of General Education subcommittees and the directors of the Composition and English as a Second Language Programs.
4. Non-voting members: *Ex officio*, the Associate Vice Provost for Inclusive Excellence, and directors of University offices supporting General Education requirements.

### **23. Elections Committee**

A. This committee shall propose and implement a balloting procedure for the election of Councilors. This shall include the following actions:

1. Propose and obtain approval from Council for the balloting procedure to be implemented. This shall be accomplished in fall semester, and the proposed procedure shall include selection of the voting medium (e.g., paper ballot or choice of software), and it must address the resolution of ambiguous votes, invalid votes, voting eligibility for joint appointments, and offer a contingency plan for unexpected obstacles arising in implementation.
2. Inform members of the number and designation of seats to be filled.
3. Solicit nominations for all elective positions.
4. Present the slate of candidates for a vote by the members.

5. Execute the election via the procedure approved by Council; this committee shall keep confidential all information about voting while the election is in progress.
6. Announce election results to all faculty and the Council.
7. Provide a written report to the Council which details the election procedure used, results, and recommendations for future elections.

B. Composition: Refer to Section 9C, "Committee Membership."

## UPDATES

### **UMass Boston Partners with TheDream.US**

I am pleased to share that UMass Boston recently signed a memorandum of understanding with TheDream.US, the largest organization providing scholarships and support for undocumented students. TheDream.US approached UMass Boston to become a partner institution after Massachusetts passed the Tuition Equity Law allowing undocumented students to benefit from the in-state tuition rate. UMass Boston is one of only two schools in the Commonwealth to have partnered with TheDream.US. As an immigrant-serving institution and a second home to many undocumented students, this partnership reflects our commitment to our students and their success, and to ensuring that all our students fully engage in the UMass Boston student experience.

### **Chancellor's Lecture Series: From Climate Crisis to Climate Resilience**

In early November, I was honored to host the inaugural lecture of the UMass Boston Chancellor's Lecture Series, established this year to engage distinguished thought leaders in conversation on the global challenges of our time. The afternoon's presentation featured the world-renowned Dr. Ram Ramanathan, Distinguished Professor Emeritus of Climate Sustainability at UC San Diego's Scripps Institution of Oceanography. Dr. Ramanathan's lecture focused on a groundbreaking "mitigation, adaptation, and societal transformation" strategy for bending the emissions curve and making communities and ecosystems more resilient to climate stress. Dr. Ramanathan's approach was developed in partnership with the Pontifical Academy of Sciences and the Pontifical Academy of Social Sciences, and it will be shared next spring with mayors and governors from around the world at a Vatican summit focused on climate change.

### **UMass Boston Hosts Community Meeting for Civic Association Leaders and Neighbors**

Also last month, UMass Boston hosted a community meeting, which provided an opportunity for local organizations and businesses, local elected officials, neighbors, and friends to connect with members of the UMass Boston campus community. At the meeting, groups like Work Inc., the Luis D. Brown Peace institute, and the All Dorchester Sports League learned about each other's work, forged new relationships, and explored possibilities for collaboration – all aimed at advancing a shared community vision that serves the social, economic, and cultural interests of all, sustainably and equitably. Along with Kathleen Kirleis (Vice Chancellor for Administration and Finance), Dennis Swinford (Director of Campus Planning and Sustainability) and Provost Berger, I was pleased to provide various university updates. My thanks to Phil Carver, our Director of Community and City Relations, for coordinating the event.

### **Distinguished Faculty Lecture**

On November 21, we convened our annual Distinguished Faculty Lecture, honoring this year's recipients of the Chancellor's Awards for Distinguished Teaching, Scholarship, and Service. We heard presentations from, respectively, Professor Tiffany Donaldson in the Department of Psychology, Professor of

Psychology and Associate Dean of the College of Liberal Arts David Pantalone, and Professor Rachel Skvirsky in the Department of Biology. Again, my congratulations to this year's honorees and utmost appreciation for their outstanding presentations.

### **Waving the Beacon Flag at Two National Conferences: Association for the Study of Higher Education Conference and American Academy of Arts and Sciences**

In recent weeks, I was honored to represent UMass Boston in keynote lectures at two national conferences. First, at the Association for the Study of Higher Education's 48<sup>th</sup> annual conference in Minneapolis, in a plenary address proudly sponsored by the UMass Boston College of Education and Human Development with Dean Tara Parker (and Provost Berger) present, I first introduced data about today's migration flows including a reflection on the new drivers of mass migrations. Then I turned to a neglected scholarly domain: immigrant students in higher education. U.S. Census data analyses jointly released by the Migration Policy Institute and the President's Alliance at UMass Boston reveal that 31% of all students enrolled in U.S. higher education are of immigrant origin. While enrollment for the U.S. majority population is declining, immigrant-origin students account for 80% of the increase in higher education enrollment over the last two decades. What do we know about their complex identities and how to best serve them? My reflections were necessarily informed—even if unstated, by my own experiences as an immigrant who made the journey from Latin America to the United States five decades ago. I urged my colleagues and fellow higher education leaders to recognize and acknowledge the presence and immense potential of immigrant-origin students across campuses. Many university campuses have become *immigrant-student serving* campuses and are likely to continue to be so in the coming years.

At the American Academy of Arts and Sciences authors conference for the Daedalus issue, "The Global Quest for Educational Equity," I presented on the challenges and opportunities facing higher education in this moment of global vertigo, global inequality, war, and terror. My lecture will be published shortly in Daedalus, the Journal of the American Academy of Arts and Sciences.

### **Beacon Officially Becomes Newest Member of UMB Department of Public Safety/Police**

The UMass Boston Department of Public Safety/Police officially swore in its new four-legged, furry recruit, a six-month-old Black Labrador puppy aptly named Beacon, in a mid-November ceremony which I had the pleasure of attending along with dozens of students and staff members. Since arriving in July, Beacon has significantly grown in size, and he has made a significant impact on our campus, bringing smiles to many faces within our Beacon community. Beacon's handler, Officer Mark Cikacz, is working closely with our Counseling Center to set up a program during finals week to hold reserved one-on-one meetings with students. The comfort K-9 program is almost entirely funded by the generosity of the UMass Boston community. Gifts to support Beacon's important work continue to be welcomed at [umb.edu/communityresourcedog](http://umb.edu/communityresourcedog).

### **UMass Boston Hosts Manning College Celebration with Mass General Brigham**

As you may know, later today we will celebrate the historic \$20 million investment that will expand the Clinical Leadership Collaborative for Diversity in Nursing program at our Manning College of Nursing and

**FACULTY COUNCIL UPDATES**  
**Chancellor Marcelo Suárez-Orozco**  
**Monday, December 4, 2023**

Health Sciences. This investment takes our partnership with Mass General Brigham to a new level of excellence in recruiting nursing students from historically underrepresented groups, promoting health equity, and supporting the local nursing workforce development pipeline from classroom to career. Mayor Michelle Wu, Secretary Lauren Jones (Labor and Workforce Development), President Marty Meehan, Board of Trustees Chair Steve Karam, and Vice Chair Mary Burns are among those who will join us for this important celebration.

**SDQD Update**

Finally, it is good to continue to see the ongoing progress on our new quad in the center of campus. As you can see, we are approaching the final stages of construction. Early next semester, we will be opening the new parking lot, which will provide 300 more parking spaces on campus. Plans are now in place to protect the new trees and plantings through the winter months.

As we approach the end of this fall semester, I wish all of you a safe, restful, and healthy holiday season.

## Provost's Update to Faculty Council December 4, 2023

I hope everyone had a wonderful Thanksgiving with friends and family. I am pleased to share a few key updates for this month's report.

### Faculty Searches

We are continuing to make progress on the 36 tenure-track faculty searches that we are conducting this year; a record number of searches as we continue to strategically build our tenure-track faculty strength on campus. This is the first year of a three-year rolling faculty hiring plan. Given that this is a three-year rolling hiring plan, we are now updating the plan that was developed last year by:

- A) Making minor adjustments within Years 2 and 3 – these adjustments will not result in changes in the number of searches within a particular college/school for a particular year. Each college/school does have the opportunity to re-prioritize or modify the specific positions to be searched each year.
- B) Adding searches for what will now be the third year of the plan (searches to be conducted during AY 2026-27).

The overall purpose of this multi-year planning process is to enable the campus to strategically build the faculty ranks as we advance our new ten-year, mission-driven strategic plans "For the Times." A multi-year hiring plan will allow us to build programs, enhance departments, and position all academic units more purposefully for greater success in future years.

The goal is to allow for as much transparency as possible in identifying how each request will contribute to the maintenance and enhancement of UMass Boston's mission.

The process for requesting, reviewing, and allocating tenure-track faculty searches includes:

- **March 1** – requests due from Deans to the Provost Office. Each dean will also provide a report regarding how they have **consulted and shared plans with shared governance** mechanisms in their college/school.
- The submissions will be collated by the provost's office and by March 10 will be shared with all deans and the Faculty Council's Budget and Long-range Planning Committee.
- **By March 29** – The provost will hold consultative meetings with all deans, and with BLRP, to review, discuss and consult on campus-wide priorities.
- **April 26** – allocation decisions made and announced.

The process is intended to provide a consultative model for making these important decisions in a timely manner that will facilitate enhanced strategic planning and expedite timely launch of searches.

### Faculty Recognition

We had a wonderful event on November 21<sup>st</sup> to recognize some of our stellar colleagues at the annual Chancellor's Award Lecture. At that event, we honored and were honored to hear lectures from:

- S. Tiffany Donaldson - Chancellor's Award for Distinguished Teaching
- David Pantalone - Chancellor's Award for Distinguished Scholarship
- Rachel Skvirsky - Chancellor's Award for Distinguished Service

For those of you who could not attend, their lectures can be found here:

[https://www.youtube.com/watch?v=1\\_2ubg5hs4Y](https://www.youtube.com/watch?v=1_2ubg5hs4Y)

The 2024 call for these three awards will be disseminated at the beginning of February. We will also be sending out the annual call for the Provost's Awards for Excellence in Advising and Mentoring, NTT Faculty Excellence in Teaching, and Community-Engaged Scholarship and Teaching.

Additionally, we are actively seeking nominations for the Manning Prize which is meant to recognize the extraordinary contributions of a junior faculty member who is currently engaged in the tenure review process. Nominations are due by Friday, February 23<sup>rd</sup>, 2024 and the prize is open to all tenure-track junior faculty members who are undergoing tenure review during Academic Year 2023-2024. Selection of winning candidates are based on a candidate's teaching contributions and dedication to students and conditional upon receiving a positive campus recommendation for tenure. Candidates must be superb teachers and exemplary members of the campus community, embodying both academic and teaching excellence with an unwavering commitment to the campus and the university.

Please nominate deserving colleagues for these important awards.

### **NECHE**

As you may know in Spring 2025, UMass Boston will have its formal site visit from New England Commission of Higher Education (NECHE), our regional accreditors, as part of the university's comprehensive 10-year review. We are in the beginning stages of preparing our institutional self-study that among other things specifically addresses 9 areas of focus or Standards, in order to apprise the Commission our progress since our last review and our submission of the 2021 mid-term report. The Commission's Standards of review include:

- Standard 1: Mission and Purposes
- Standard 2: Planning and Evaluation
- Standard 3: Organization and Governance
- Standard 4: The Academic Program
- Standard 5: Students
- Standard 6: Teaching, Learning, and Scholarship
- Standard 7: Institutional Resources
- Standard 8: Educational Effectiveness
- Standard 9: Integrity, Transparency, and Public Disclosure

Leading up to our formal site visit which will occur on March 23 through March 26 in 2025, we will be engaged in the following process:

- 1) Carefully reviewing NECHE Standards as well as:
  - a) UMB's January 2021 Interim Report to NECHE;
  - b) The findings outlined in the Acceptance Letter of Interim Report from NECHE including the areas of emphasis;
- 2) Reviewing data and assessing the status of university in relation to each standard;
- 3) Drafting a report that addresses each standard in a data-informed manner that addresses a) any significant changes since the 2021 Mid-Term Report, b) **description** (what does the institution do to meet the standard?), c) **appraisal** (how well does it meet the standard?) and d) **projection** (what commitments does it make to improve?);

## FACULTY COUNCIL UPDATES

Provost Joseph Berger

Monday, December 4, 2023

- 4) Submitting our self-study report by February 9, 2025;
- 5) Participating in the final site visit.

### **Motion on the Implementation of a Proper Math Placement Policy**

On November 6<sup>th</sup>, I received the Faculty Council motion recommending that I commit to implementing a math placement policy for incoming students. By way of this report, I am responding to that motion and I am glad to have this opportunity to clarify some important issues regarding the role of mathematics in student success. I want to begin by assuring everyone that we have been in regular contact with the Department of Higher Education and that we are in good standing with them in terms of the 2019 Common Assessment Policy. That being said, we have work to do. I believe that placement assessment is an important piece of a larger framework of issues that must be addressed in order for students, regardless of major, to be able to succeed in their studies. Thus, under my leadership in collaboration with others, we have launched an Initiative to Enhance Student Success through Mathematics. This initiative involves faculty from multiple departments including the math department and other campus-based student success experts. This initiative has strong support from participating faculty, the chair of the math department, and the Dean of CSM. Key initial activities have already included:

- Data collection and assessment
- Research, professional development, and faculty resources regarding effective models
- Data- and research-informed curricular assessment and revision
- Enhancement of support services

We are continuing our effort to enhance supports for early-career math, fully recognizing that these are foundational learning courses for all of our students and their success. Building on that commitment, and as previously shared with the leadership of the math department and CSM, a more detailed and comprehensive plan includes:

- Enhanced, more purposeful, and responsible use of ALEKS as a diagnostic tool. This includes proctored testing.
- Revised curricular offerings that include a more student-centered, active learning approach.
- A plan for the math department to utilize TAs in the future.
- A plan to enhance the utilization of undergraduate peer assistants for tutoring and other activities geared toward student success.
- Regular coordination meetings involving department leadership to track the delivery of instruction and support across all sections in key math courses and success of students.
- Opportunities to learn from other similar universities that have already demonstrated significant improvements in early career math success for students across a wide spectrum of majors.
- A summer workshop for faculty to plan for initial implementation. This could potentially become an annual practice.

I am confident that a comprehensive plan such as this, that immediately includes but is not limited to proctored placement assessment, will best serve student success at UMass Boston.

### **End of the Semester**

I hope that everyone gets some well-deserved rest and rejuvenation over the upcoming holiday break. In the meantime, we are all busy with the usual rush of end-of-semester activity and I deeply appreciate all of your commitment and hard work that has contributed to what has been a very successful semester.

Kathleen Kirleis

Vice-Chancellor for Administration and Finance Report

Monday, December 4, 2023

Good afternoon. I would like to report on the following items:

- 1) The Administration and Finance Committee of the Board of Trustees will be meeting on December 11<sup>th</sup> at 3 pm right here at UMB. The major item on the agenda that involves UMass Boston is the Approval of changes to the Capital Projects List – UMass Boston’s Façade Phase 1B is scheduled for a Vote 2 approval, which will allow it to move into construction. This project restores portions of the brick facades of Wheatley, McCormack, Healy and Quinn that were previously removed as an immediate hazard in Phase 1A. The project budget to be approved is \$10.6Mm with \$4.3M being funded by DCAMM’s Critical Repair Funds program and \$6.3M being funded by the campus.
- 2) The Trustees’ Audit and Risk Committee also is meeting on December 11<sup>th</sup> at 1 pm. The university’s auditors KPMG will be in attendance to present the FY23 audited financial statements. The University’s Enterprise Risk Management Report will also be presented, as well as a report from Internal Audit.
- 3) The Trustees’ Committee of the Whole will be meeting at 4pm on December 11<sup>th</sup>. The university’s five year forecast will be discussed at the meeting.
- 4) The Board of Trustees will meet on Tuesday, December 12<sup>th</sup> and some of the items from the committee meetings will be on the board agenda as part of the consent agenda item, including the changes to the capital projects list.
- 5) The 2024 budget for residence hall P3 project was passed by the Board of Directors for the project in November. The budget includes a 2% increase for room rates for the next academic year. Room rates for the next academic year are in place under a budget that meets the required 1.2 debt service coverage ratio, the project’s equivalent to our operating margin. Similar to this year, we are planning for full occupancy next year. Summer rates have also been set for any programs being planned for summer 2024.
- 6) The university has been able to continue to sponsor its Spruce Up program around campus this year. One project that has been completed is new plantings on Bianculli Boulevard to greet all who come to campus using that route. The plants are specifically designed to thrive in the peninsula’s environment and will grow more in the spring.

**Report on the Meeting of the Committee on Academic and Student Affairs and the Athletics Committee, Nov 29, 2023.**

**Presented to UMass Boston Faculty Council Dec 4, 2023**

**Sana Haroon, Professor History and Asian Studies, Representative to the Board of Trustees**

*\*Blue font=notes directly relevant to UMB*

**COMMITTEE ON ACADEMIC AND STUDENT AFFAIRS**

**A. President Marty Meehan's Report**

- Gov Healy's grant of 62M fully funding college degree for Pell Grant eligible students
- Importance of college degree, importance of this funding.
- Because the federal government does not fully fund higher education, this state-level support is significant and needed

**B. Senior Vice President Kumble Subbaswamy's Report**

- PMYR: importance of this personnel procedure
- AQUAD
- Holistic Advising
- Invites outreach if there are any questions about anything

**C. Action Items for the Trustees' Votes:**

**I. Bachelor of Arts in Computational Linguistics (approved by unanimous vote)**

1. The only such program outside of Yale
2. Artificial Intelligence in Manning College is #2 in US
3. Synergy between the two programs
4. These courses have been offered on experimental basis for last 5 years
5. Advising by the faculty at the Manning College
6. Will not require much investment (attached budget shows need for ~100K a year for five years)
7. Will draw students to UMass Amherst
8. Computer science has considerable growth, want to see that growth in linguistics as well.
9. New Opportunities for graduates in the workplace
10. Will aim for diversity, recruiting women and underrepresented groups
11. Already have 10 students, expect many more, expect to enroll many more students
12. Have capacity for 40 students without considerable additional investment, if more than that then we will need more investment but will be offset by income
13. Didn't state how much investment

II. Appointments to Named Professorships and Endowed Chairs at UMA and UML  
(approved by unanimous vote)

*If you want notes and names, let me know and I can get them to you.*

**D. Discussion Item: Holistic Advising**

I. Evolving paradigms

Presented by Kerry Donahue, UMass Amherst

1. Still work to be done
2. Values: Equity and access, student centered, improving student outcomes, engagement and career connected
3. Influences: Pandemic (continue to feel impact on families and self, punch of inflation; Mental Health; questions of ROI)
4. Strategies: Build student success ecosystems, Technology to scale personalized and timely action
5. Shift paradigm from students college ready, to campuses student ready; from siloed support to coordinated support; leverage data to be proactive instead of reactive; advising

II. Use of Technology

Presented by Gail Stubs, UMass Boston

1. CRM platforms for holistic advising
2. Communicate and collaborate, enable campaigns for proactive outreach and accurate information for follow up, includes discussion of academic alert campaign, success of this system
3. Example of CRMs: UMB hired an advising technology specialist who works as a bridge, Dartmouth launched slate for student success, Amherst uses navigate tool from education advisory board

III. Equity

Presented by Pauline ..? at UMass Dartmouth

1. Early College Partnerships, partnering with high schools
2. Examples at different campuses: affinity group programs at Lowell incl Latinx, LGBTQ, Asian American success programs that support coaching and peer mentoring; at Boston international student success group and new immigrant success, Asian American Resource Center; Dartmouth focused on levelling the playing field for

IV. Career Advising

1. Variety of offices and activities across our campuses
2. 15 advising professionals at Lowell, at UMB takes full shape in ACES that has an integrated advising model that values cultural values and holds career fairs networking events and career panels.

Dartmouth has a centralized career center. Amherst has a centralized career hub, advising through workshops presentations webinars, advising

- V. Professional School Advising  
Presented by Terence Flotte, Chan School
  - 1. Advising tailored for each of the schools and the students' particular career paths in those fields.
  - 2. Many more details about this but I didn't take detailed notes. If anyone is interested in learning more about UMass Chan School professional and academic advising models, let me know and I will ask for the slides.
  
- VI. Discussion and questions
  - a. Career advising still available to alumni
  - b. [At UMass Boston we are tracking who is opening emails, clicking and following links and making appointments with advisors.](#)

### **Informational Items:**

- I. AQUADS
  - a. Brief AQUAD reports provided
  - b. [The University of Massachusetts, Boston conducted two AQAD reviews during the 2022- 2023 academic year, both of which were for departments within the College of Liberal Arts: Asian Studies and Modern Language, Literatures, and Cultures \(MLLC\)](#)
  - c. All programs reviewed across all campuses were generally found to be at the level expected of research universities and were delivered by capable and vibrant faculties and staffs. [Faculty numbers, strategic hires and facilities were common issues raised. The concerns raised in each review, were responded to by the department and vetted with the dean and provost. Deficiencies will be addressed consistent with the academic plans on each campus. In many cases the appropriate actions are already underway.](#)
  
- II. PMYR
  - a. Outcomes of the PMYR Process in 2022-2023
  - b. Number and percent of faculty reviewed:

In September 2023, there were 1,874 tenured faculty across the five campuses, about half (~56%) of them at the rank of Full Professor (Table 1). One hundred and forty-five, or ~8%, of these faculty were notified that they would undergo a PMYR in 2022-2023 (Table 2). Of this number, 23 (Table 3) had the PMYR review waived upon notification of their intention to retire within three years. Another 33 had the PMYR waived due to promotion review, administrative appointments, leaves of absence, health reasons, or sabbaticals.

The 2022-23 PMYR report provides some useful data on the total number of faculty at each of our campuses and so I am including it below.

**Table 1.**

Tenured Faculty by Rank, September 2023							
	Total	Full	Assoc	Asst	Full	Assoc	Asst
Amherst	<b>804</b>	498	305	1	61.9%	37.9%	0.1%
Boston	<b>364</b>	136	227	1	37.4%	62.4%	0.2%
Dartmouth	<b>223</b>	125	98	0	56.1%	43.9%	0%
Lowell	<b>317</b>	145	172	0	45.7%	54.3%	0%
Worcester	<b>166</b>	143	23	0	86.1%	13.9%	0%
System	<b>1874</b>	<b>1047</b>	<b>825</b>	<b>2</b>	<b>55.9%</b>	<b>44.0%</b>	<b>0.1%</b>

**Table 2.**

Notified of Review in 2022-2023							
	Total	Full	Assoc	Asst	Full	Assoc	Asst
Amherst	<b>63</b>	41	21	1	65%	33%	2%
Boston	<b>29</b>	11	18	0	38%	62%	0%
Dartmouth	<b>22</b>	11	11	0	50%	50%	0%
Lowell	<b>24</b>	8	16	0	33%	67%	0%
Worcester	<b>9</b>	8	1	0	89%	11%	0%
System	<b>147</b>	<b>79</b>	<b>67</b>	<b>1</b>	<b>54%</b>	<b>46%</b>	<b>0%</b>

## ATHLETICS COMMITTEE

### A. President's Report

- Welcome
- When he created the Athletics Committee asked them to consider tying together D-3 programs with enrollment goals would be great

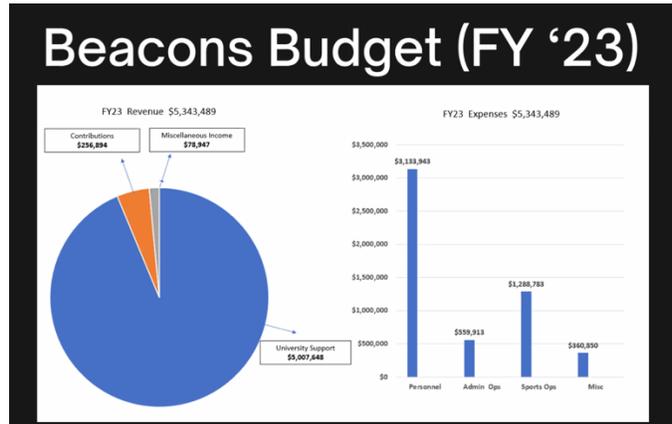
### B. UMass Boston Athletics and Recreation

Presentation by Jackie Schuman, VC Athletics and Recreation

*There is a detailed presentation that I can provide to anyone who wants to see it, please let me know.*

- As the only public university in the city of Boston, it is all the more important to create opportunities for our student athletes
- Top public NCAA Div-3 wellness program
- Want to be the best
- Teaching resilience
- New department leadership
  - 8 officers, 2 additional positions TBD
  - All coaches are fulltime
  - All assistant coaches are parttime unbenefited
- About our student athletes
  - 51% Graduation Success Rate
  - 37% are first gen
  - 12 countries represented
  - 35% non-white
  - 12 have 4.0 GPAs, 126 have GPA above 3.5
  - Women's Indoor Track and Field, Women's Outdoor track and field and women's volleyball
  - Revenue: \$5,343,489. Most is university support (tuition revenues? Do we care? See UMD breakdown below that explicitly details tuition revenues)
  - See more on budget below
- Details on championship history
- Community engagement
  - Men's Ice Hockey team members (2 of them) have raised money for the American Cancer Society three times
- Facilities
  - Boston State College Varsity Training Room, Fields shared with BC, Clark Athletics; Ice Rink; Track at New Balance; Softball Field coming soon
- Strategic priorities: wellness, gender equity, advancement, stakeholder engagement; capital investment
- Mission based initiatives:

- Equity, antiracism, health promotion etc
- Women's Sports:
  - Title IX: will always have money to help women's sports grow
  - (Have already added) Women's Lacrosse
  - Women's Hockey



**C. UMass Dartmouth Athletics**  
Laurie Hendricks Director Athletics

*Again, a detailed presentation is available to anyone who wants to review details about UMass Dartmouth Athletics.*

- Trends in Student recruitment
  - 1,376 F 2023 (1,265 F 2021)
- How wonderful D-3 is, adds great value to student education and provides dividends to the commonwealth.
- Overview
  - 19 varsity programs
  - 475 varsity student athletes
  - 11 fulltime, 4 parttime coaches
  - 4 athletic trainers 3 strength and conditioning coaches
  - 8 fulltime athletics administrators
  - 1 gymnasium, 1 pool, dive well, 1 fitness center
  - 1 turf field, 1 softball field, 1 baseball field, 1 400M track, 8 NCAA tennis courts
  - Total tuition revenue from varsity student athletes: \$7.9M (out of state and international athletes bring in \$2.2 M)
    - Total expenses \$3.6 M
- Future of UMB sports
  - Exploring P3 Sports complex including ice rink
  - Exploring Additional programs including women's ice hockey

- E-sports facilities, building bridges to Animation and Game Art program
- Club sports like cricket to attract international students
- Recreational facilities to support wellness and build community

## **Faculty Staff Union Report**

### **Contact Funding**

I waited until Sunday morning to write this report in hopes of sharing positive news about our contract funding. Alas, the House of Representatives did not act Saturday. Both chambers are holding informal sessions on Monday with the House at 10AM and Senate at 11AM. Let's hope for a quorum in the House which can result in a vote.

Thank you to all who contacted your representatives and senators. A big thank you to those who are represented by a House Republican and reaching out to them.

### **International faculty gathering is Wednesday, December 6<sup>th</sup> 9AM to 10:30AM**

Join us on Wednesday to meet colleagues, share information and relax.

We are meeting in the ISC 1-1400 (conference room adjacent to first floor coffee shop) or you may join remotely on Zoom <https://umassboston.zoom.us/j/94990534443>

### **FSU Elections, Spring 2024**

The schedule for our annual elections will be announced later this week.

### **End of semester gathering**

We are working on plans for an end of semester gathering. Details forthcoming

**From:** Jonathan Vega Martinez <Jonathan.VegaMart001@umb.edu>  
**Sent:** Sunday, December 3, 2023 4:35 PM  
**To:** Zong-Guo Xia <ZongGuo.Xia@umb.edu>  
**Cc:** Chidimma Ozor Commer <Chidimma.Ozor@umb.edu>; Graduate Employee Organization <Geo@umb.edu>  
**Subject:** Re: Written Reports & Updated Preliminary Agenda for the Faculty Council Meeting on 12/04/2023

Hi Zong-Guo,

Here is my report for tomorrow's meeting.

Hi everyone, I'm Jonathan, the GEO representative. In the past month, as reports of conflicts between student activists and universities across the country have become more common, students here have become increasingly concerned about the potential for retaliation on campus. While we have not heard of any similar incidents happening on campus, we believe that it's important for both the university and its departments to reaffirm that students should be able to peacefully organize without fear of retaliation. We understand that the Israel-Palestine conflict is extremely fraught, and emotions on the subject run deep, but this is all the more reason to reaffirm that people have a right to peacefully organize on campus without fear of retaliation.

Additionally, we at the GEO have become aware of new HR policy limiting on-campus employment opportunities for graduate students. We would like to clarify that this policy did not originate from within the GEO and we in fact oppose this new policy. I can only speculate that this decision was made by someone who is dead inside and desperately seeking to feel something, as I cannot fathom why anyone would antagonize the entire campus with a policy that benefits no one and is so widely disliked. Frankly, I am exhausted with all of these constant annoyances from people who think I have nothing better to do with my time than chase them down to argue.

Now, I was told that there is a concern that graduate student's working is taking time away from their studying. It's unclear whether this is an earnest concern or simply a convenient justification. However, I'd like to point out that a graduate student with a 1.0 FTE receives \$1,130 biweekly or roughly \$2,260 a month. Rent for a studio apartment in Boston is about \$2,600 and rent for a 1 Bedroom is around \$3,200. This means that a 1.0 FTE isn't enough to pay one-month's rent. So if the concern really is that additional jobs take away time from student's studying, a better place to start might be ensuring they are being paid living wages instead of barring students from jobs that help them pay for the home they sleep and study in.

Best,

**Jonathan Vega Martinez (he/him)**  
PhD Student Sociology

GEO Organizing Committee  
[Office Hours Sign-Up](#)