

UNIVERSITY OF MAINE SYSTEM
Board of Trustees Meeting

at the University of Maine System
January 19, 2016

Academic and Student Affairs Committee Meeting

Present: Committee Members: Gregory Johnson, Chair; Samuel Collins (at UMPI), James Erwin (at USM), Marjorie Medd (at USM), Bonnie Newsom, and Karl Turner (at USM). **Chancellor:** James Page. **Presidents:** Susan Hunter, John Murphy (at UMFK), Linda Schott (at UMPI), Glenn Cummings (at USM), Stuart Swain (at UMM), and James Conneely (at UMA). **Faculty Representatives:** Ray Albert (at UMFK), Patti Miles, Uriah Anderson (at UMM), Terry Colby (at UMA), and Cathleen McAnney (at UMF). **Student Representatives:** Kimberley Miner (at UM), Brad O'Brien (at UMA), and Katharine Waldron (at UMPI). **System Staff:** Tracy Bigney, Rosa Redonnett, Cindy Huggins, Dick Thompson (at UMA), Ryan Low (at UM), Vendean Vafiades (at USM), Chip Gavin (at USM), Dan Demeritt, Adam Green (at UMA), Mark Schmelz, and Donna Seppy (at UMA). **Others Present:** Jeff St. John, Joe McGinn (at UMF), Tanya Sleeper (at UMFK), Ray Rice (at UMPI), Buster Neil (at USM), Sally Meredith (at USM), Joe Szakas (at UMA), and Dannielle Vayneas (at USM)

Committee Members Absent: Michelle Hood and Paul Nelson.

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

Academic Program Elimination: B.A. in German, UM. Trustee Johnson explained that the University of Maine has identified the following program for elimination: B.A. in German. This program, which was suspended in 2011, has received appropriate review by the University of Maine faculty and administration.

On a motion by Trustee Newsom, which was seconded by Trustee Medd, the Academic and Student Affairs Committee agreed to forward the following resolution to the Consent Agenda for the Board of Trustees meeting on January 24-25, 2016:

That the Board of Trustees authorizes the elimination of the B.A. in German at the University of Maine.

Creation of a New Major Unit at USM: International Early College High School. USM President Glenn Cumming led a discussion on the creation of a new major unit at USM: International Early College High School. In accordance with the Board of Trustees policy 3.09, the University of Southern Maine seeks approval for a new major unit that would function as a two-year high school. The new major unit would grant a high school diploma to international high school students who are recruited to attend the program and successfully complete the requisite course of study.

The Board Resolution regarding the proposal for the new major unit, passed on November 17, 2015, listed four contingent factors:

- Approval from NEASC-Commission on Independent Schools,
- Consultation with the Maine Department of Education,
- Approval from Immigration and Customs Enforcement allowing USM to issue visas for International Early College students, and
- The development of an integrated risk management plan specific to this new major unit and the population it serves, to include insurance coverages and other items identified within the proposal.

The University of Southern Maine received approval from NEASC-Commission on Independent Schools for the International Early College at USM initiative on November 17, 2015.

Additionally, the institution has consulted with the Maine Department of Education on a number of issues ranging from fingerprinting to curriculum design and has used the consultation to inform decisions regarding the operation of the International Early College program.

The University of Southern Maine cannot apply for the Immigration and Customs Enforcement (ICE) approval until it receives approval from the Board of Trustees for the new major unit and approval to grant the high school diploma. Once approved by the Board, the institution will immediately submit for ICE approval as all other necessary materials for the application are already on file.

The institution has worked with System Risk Management, Labor Relations, and University Counsel to identify and develop the working plan to mitigate risk associated with this new major unit and the population it serves. Specifics of this can be found within the proposal.

On a motion by Trustee Turner, which was seconded by Trustee Medd, the Academic and Student Affairs Committee agreed to forward the following resolution to the Consent Agenda for the Board of Trustees meeting on January 24-25, 2016:

That the Board of Trustees authorizes the creation of the proposed new major unit, International Early College at USM, at the University of Southern Maine effective January 26, 2016 for an initial entering class of fall 2016.

That the Board of Trustees authorizes the University of Southern Maine to grant high school diplomas to students who have completed the requisite course of study.

Common Academic Calendar for 2017-2018. Dr. Cynthia Huggins, Chief Academic Officer, explained that the academic calendars for the universities of the University of Maine System are submitted by the Chancellor to the Board of Trustees for the Board's information each January.

The Board of Trustees delegates to the President of each university the responsibility for the development of the academic calendar, in consultation with faculty and students, which fulfills the educational objectives of that institution and the University System.

The 2017-2018 academic calendar represents a significant milestone in the growing collaboration among the seven universities—a truly common academic calendar for all seven universities, for both fall and spring semesters. This calendar will make life easier for our growing number of multi-campus students, while also facilitating our ongoing program integration initiatives.

New Academic Program Proposal: B.A. in Actuarial Science, UMF. UMF Provost Joseph McGinn explained that the University of Maine at Farmington is proposing the creation of a B.A. in Actuarial Science. No such program currently exists in Maine or New Hampshire, despite the fact that the actuarial profession is satisfying and lucrative, and there are actuarial jobs available in this state and throughout New England. Actuarial Science has been available at UMF since 2013, as a concentration within Interdisciplinary Studies. This new degree program requires no additional fiscal or equipment resources, and represents a program developed within the context of existing resources.

On a motion by Trustee Newsom, which was seconded by Trustee Medd, the Academic and Student Affairs Committee agreed to forward the following resolution to the Consent Agenda for the Board of Trustees meeting on January 24-25, 2016.

That the Board of Trustees authorizes the creation of the B.A. in Actuarial Science at the University of Maine at Farmington.

Academic Quality Indicators: Update and Next Steps. UMPI Provost Ray Rice explained that in March 2015, the Academic and Student Affairs Committee charged the UMS Chief Academic Officers (CAOs) with developing an Academic Quality Indicators dashboard, for the purposes of reporting annually to the Board of Trustees on academic quality in the UMS. The CAOs met with the Faculty Representatives to the Board of Trustees during the summer of 2015, seeking their advice and collaboration in this initiative. Under the leadership of Provosts Jeff Hecker and Ray Rice, they also researched AQI dashboards at other universities and took advantage of several excellent resources from AGB.

In both September and November 2015, the CAOs reported their progress to the Academic and Student Affairs Committee and shared with them a draft proposal that was under development. In December the CAOs finalized this AQI dashboard and reached consensus on next steps. First, the campuses will need to develop their own mission-differentiated indicators and benchmarks, and that work will be completed during the summer of 2016. And second, the institutional research capability to track and report on this extensive set of indicators will need to be developed jointly, across all seven institutions, since several campuses do not currently have this resource internally.

Universities and university systems use academic quality indicators to assess performance. Such indicators reflect the university's or system's values and goals. The proposed indicators are as follows:

Common indicators - The Chief Academic Officers propose that all UMS universities regularly assess and report on a set of shared, common indicators. In aggregate, these shared indicators will provide a measure of the System's performance as it relates to undergraduate education.

Unique indicators - The University of Maine System includes seven unique, mission-differentiated campuses. Therefore it is appropriate that in addition to tracking a set of common UMS indicators, each campus also develop a set of academic quality indicators that reflect that campus's differentiated mission. We propose that each campus develop a complementary set of quality indicators that relate to its differentiated mission, to be assessed and reported on regularly.

Timing and process - It is proposed that the University of Maine System aggregate and report on this information annually. Benchmarks will need to be developed for several of these indicators. All seven universities will begin to administer the National Survey of Student Engagement (NSSE) every other year, beginning for all campuses in 2016-2017.

Trustee Johnson suggested the Board of Trustees receive more frequent updates on the AQI's than once annually. He recommended updates in January and July.

Presentation & Discussion Faculty Profile: The Tenure Process. Dr. Huggins and Mr. Mark Schmelz, Director of Labor Relations, led a brief presentation and discussion of the tenure process

and pathway—from the initial decision to hire on the tenure track, to consideration of a tenure application in the sixth year of employment.

- Filling a vacant position
- The hiring process
- The six-year tenure track
- The application for tenure process

Safety and Emergency Preparedness Information Update. Mr. Chip Gavin, Chief Facilities Management and General Services Officer, and Dr. Wayne Maines, Executive Director of Safety for UMS and Executive Director of Safety, Health Services Transportation and Security at UM, led the presentation on Emergency Preparedness. Dr. Maines's involvement reflects the ongoing implementation of a recommendation approved by Trustees in 2015 to provide more safety and emergency management services on an enterprise basis in support of campus-based teams and efforts.

Faculty Representatives Discussion.

Professorship Cathleen McAnney, Faculty Representative from UMF, stated that the faculty representatives are working on the following topics

- AQI - the faculty continue to work on the indicators
- IT - another survey has been distributed and they are currently tabulating the results
- Unified On-line
- Program Integration

Information Item

The following item was included in the agenda for information only:
Program Integration Report

Adjournment

Ellen Doughty for
Tracy B. Bigney, Clerk of the Board