

President's Advisory Team Minutes

March 1, 2023

President's Advisory Team Members in attendance:

Carolyn Lepre, President
Lynn Adkins, Associate Vice President for Administration and Finance
Humberto Aristizabal, Associate Vice President of Institutional Equity and Title IX Coordinator
Vanice Antrum, Director, Multicultural Affairs
Joe Benyish, Chair, Staff Senate
Eric Berkheimer, Associate Vice President of Facilities and Capital Management
Jayme Block, Associate Vice President, Alumni Engagement & Development
Melissa Boog, Associate Vice President for Academic Affairs
Jessica Clark, Assistant Provost for Faculty Success
Lawanda Dockins-Mills, Interim Assistant Vice President of Student Affairs
Gerard DiBartolo, Director, Athletics and Campus Recreation
Susan Eagle, Associate Vice President of Marketing and Communications
Kelly Fiala, Dean, College of Health and Human Services
Dane Foust, Vice President, Student Affairs and Auxiliary Services
Clifton Griffin, Dean, Graduate Studies and Research
Tracy Hajir, Assistant to the President
Laurie Henry, Dean, Seidel School of Education
Allen Koehler, Assistant Vice President for Enrollment Management
Ken Kundell, Chief Information Officer
Edwin Lashley, Chief, University Police
Colleen León, Deputy Chief of Staff for Engagement
Lisa Lepore, Associate Vice President for Human Resources
Jennifer Martin, President, Faculty Senate
Andrew Martino, Dean, Clarke Honors College
Eli Modlin, Chief of Staff and Vice President of Public Affairs and Strategic Initiatives
Karen Olmstead, Provost and Senior Vice President of Academic Affairs
Maarten Pereboom, Dean, Fulton School of Liberal Arts
Kara Raab, Associate Vice President for Planning and Assessment
Valerie Randall-Lee, Assistant Vice President of Student Affairs/Dean of Students
Jason Rhodes, Director, Public Relations and University Spokesperson
Tim Robinson, President, Adjunct Faculty Caucus
Michael Scott, Dean, Henson School of Science and Technology
Brian Stiegler, Assistant Provost for International Education
Eric Stewart, Deputy Chief of Staff for Communications
Karen Treber, General Counsel
Christy Weer, Dean, Perdue School of Business
Andrew Wilson, President, Student Government Association
Janet Wormack, Vice President for Administration and Finance

1. President's Remarks and Updates – President Carolyn Lepre

- Dr. Lepre welcomed everyone and expressed her appreciation for those who provided support in putting together this year's Posters on the Bay, especially Dr. Rhy Bemis and the Office of Undergraduate Research and Creative Activity. The event was a success, and many government officials attended including Governor Wes Moore.
- Dr. Lepre will soon be traveling across the country to meet with alumni and SU supporters to personally share with them all the great work SU is doing.
- She appreciates everyone's hard work each day. It makes her job much easier!
- Please hold the date for the Inauguration on Friday, May 5th at 10:00 a.m. There will be a week of events leading up to the official celebration. More information will be available soon.
- Dr. Janet Wormack has shared that she has made the difficult decision to move on from SU. Her official last day will be June 30th. Dr. J will be remembered for her dedication to Salisbury University over the past number of years. She was an important part of SU's COVID recovery and strong financial standing. A search for a Vice President of Administration and Finance will begin soon.

2. Shared Governance Updates

- **Faculty Senate – Jennifer Martin**
 - a. The Faculty Senate continues evaluating a proposal on Diversity, Equity and Inclusion (DEI) becoming a required part of the promotion process.
 - b. There continues to be discussion on the General Education transition.
 - c. The Academic Policies Committee is considering updates to the Student Academic Misconduct policy because of changes to the Board of Regents policy on Academic Integrity.
- **Adjunct Faculty Caucus – Tim Robinson**
 - a. Has been involved with the adjunct faculty for many years and would like to acknowledge that support for the adjunct faculty began in earnest around the year 2018 and that can be credited to Provost Karen Olmstead. She had recognized and listened to their concerns and was instrumental in obtaining pay raises and bonuses for adjunct faculty.
 - b. There are 250 adjunct faculty members. Tim wanted to acknowledge that they work as hard as full-time faculty and have pride in their efforts.

- c. After spring break, an Adjunct Faculty climate survey will be distributed to hear from those members - Do you feel supported? Do you feel you belong? How are you getting along as an adjunct? Are you able to get access as an adjunct to different services and facilities?
- o **Staff Senate** – Joe Benyish
 - a. The motion concerning changes to the Consortium Bylaws did not pass four of the five governing groups. Meetings will continue to be held as previously scheduled.
 - b. The Staff Town Hall had great attendance and provided great feedback.
 - c. Employee Appreciation Day will be held on Thursday, June 8, 2023. Members of this team may be asked to volunteer to serve food, as well as sponsor an event.
 - d. Seven Board of Regents Staff Awards nomination packets were submitted to the nominating committee. They will be evaluated, and the final decisions will be made at the June Board of Regents meeting.
 - e. They will continue to work with Human Resources on professional development opportunities and the Staff Emeritus Award program.
- o **Student Government Association** – Andrew Wilson
 - a. The I Love Salisbury event will be held soon and will include working in local parks and hopefully will also have a ramp build. Faculty and Staff are welcome to be a part of this. More information will be available soon.
 - b. They are currently working on potential changes to the SGA Constitution and Bylaws. Also working on sustainability resolutions.
 - c. They are currently working on how the SGA is structured, particularly how appropriations is separate from the main SGA group. They are looking to integrate the two separate groups.
 - d. Elections are coming up soon, and members of this team are encouraged to support their students to participate. The installation ceremony will be held on April 30.
- o **Graduate Student Council** – Andrew Wilson on behalf of Nicholas Plummer
 - a. The Graduate Student Council (GSC) has been working with the Honors College to speak with prospective graduate students and share with them about leadership potential at the graduate level, specifically the GSC.
 - b. They will be sending out surveys to each academic school program to get feedback on programs and graduate student life.

- c. Be on the lookout for information on the Grad Student Gala this spring.

3. Budget Discussion – Dr. Janet Wormack and Lynn Adkins

- o Dr. Wormack discussed the introduction of the new budget model and indicated that it will be implemented beginning FY24. SU is in very good shape financially compared to similar institutions. This is an opportunity to allocate resources to fund our strategic initiatives.
- o Lynn Adkins explained some of the details of the changes. She indicated that this presentation will be offered to different departments and divisions with more specific details that pertain to each area.
 - a. Salisbury University will utilize a Hybrid budgeting approach: Centralized 01 Budgets and Decentralized 02/03 Budgets. Centralizing 01 costs will provide a more strategic approach and savings can be redistributed to plan for future growth and on-going operational needs.
 - b. Enrollment forecast, a key factor in budget analysis, predicts a 3% enrollment decline for FY24. This is based on the impact of smaller incoming student cohorts that began in Fall 2020.
 - c. Lynn noted that FY24 budget revenue assumptions include representing the 01 line item budgeted spend as a “fixed cost” and include all fringe related benefit estimates. The division budget templates will not be populated with those 01 amounts this year; instead, the 01 budget will be centralized. There will be a review and approval process by the Provost/VPs to fill positions and/or to request use of 01 savings to support other departmental 02/03 budget needs. Savings from the 01 budgets will be reviewed throughout the year. Also included in the revenue assumptions are the University System of Maryland (USM) required fund balance and Facilities Renewal contributions, SU debt service payment, and Institutional Aid increases.
 - d. Revenue trends show declining tuition and fees of 12.5% since FY19, and a large increase in state appropriations, mainly attributed to salary and wage adjustments and attainment funds. Budgets for each division are reduced by the noted amounts.
 - e. Questions/Comments:
 - Should each school continue to receive its full workforce development funding?

- Sharing a mechanism to come forward with initiatives to receive additional funding.
- There was discussion on converting contingent positions to permanent positions. It was noted that there was difficulty in hiring for open positions because of keeping up with competitive salaries offered by other institutions.

f. The FY24 budget timeline was presented.

4. Updates from Around the Room

- o The Middle States Reaccreditation Self Study design draft is ready for the next steps. The Middle States representative will be on campus the last week of March.