

University Senate Meeting

April 3, 2024



Senators and Deans

- Log in to **PointSolutions** on your mobile device or web browser (<https://ttpoll.com>).
- Enter the Session ID: **april3**
- Click **Join Session**



SESSION ID: **april3**

APRIL 3, 2024

Go to **PointSolutions** on a mobile device or at <https://ttpoll.com/>

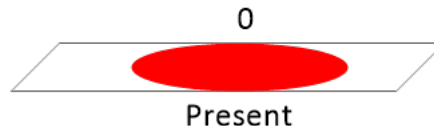
Session ID: **april3**

Quorum: **107**

Senators & Deans: Press **1** in PointSolutions to indicate that you are present for quorum purposes.

The meeting will start once we reach the Quorum number above.

1. Present





Agenda

1. Call to Order



Agenda

2. Approval of the March 6, 2024
Senate Minutes (Action)



Agenda

3. Report of the Chair

Report of the Chair – Committee & Council Volunteer Period

- The online system to sign up to serve on one of our 10 Senate standing committees and councils for the upcoming academic year is now open.
- You do not need to be a Senator to be a member of one of these committees.
 - Volunteers interested in contributing to the development of the University's policy making and interested in expanding their campus network and impacting real change in important pieces of policy are welcome to apply!
- The University Senate offers a wide range of committees covering varying topics that will appeal to anyone interested in getting involved.



Report of the Chair – Committee & Council Volunteer Period

- The deadline to volunteer is May 3rd.
- If you're interested in volunteering, or are able to encourage others to volunteer, please go to the Senate website to submit a volunteer statement for the committees and councils you're interested in joining. Applicants should provide a brief description of their interest and what they can contribute.



Report of the Chair – Committee & Council Volunteer Period

- The Senate's Committee on Committees will select volunteers to serve on each committee and will notify selected volunteers over the summer by July 15. Selected council volunteers will hear back in late Summer.



Report of the Chair – Remaining Senate Meetings

- The University Senate only has two more meetings left in the academic year on April 23rd and May 7th.
- We hold two April meetings because the May 7th Senate meeting is our Transition Meeting where all newly elected Senators begin their terms, the new Chair-elect is elected, and we start the election process for all elected committees and councils, such as:
 - Senate Executive Committee
 - Committee on Committees
 - Athletic Council, and
 - Campus Transportation Advisory Committee.



Report of the Chair – Remaining Senate Meetings

- The April 23rd Senate meeting is the final meeting for any outgoing Senators with a term ending in 2024.
- It is also the final Senate meeting for Senate committees and University Councils to have their reports approved by the Senate.
- Be prepared for a very important meeting on April 23rd.



Report of the Chair – Remaining Senate Meetings

- Plan to review all the materials before the meeting so you're ready to have an informed discussion on those items.





Current University Senator

*Rance
Cleaveland
1961-2024*





Agenda

4.

Special Order

Jennifer King Rice

Senior Vice President
and Provost

Strategic Plan Update

Agenda

4. Special Order: Strategic Plan Update



A large yellow graphic on the left side of the slide, consisting of two overlapping triangles that form a larger, irregular shape pointing towards the right.

Agenda

5.

Special Order

Adriene Lim & David Dahl

Dean of the Libraries & Associate

Dean of Digital Services

and Technologies

Library System Update

New Library Management Systems

UMD SENATE MEETING | APRIL 3, 2024

Adriene Lim, Dean of Libraries

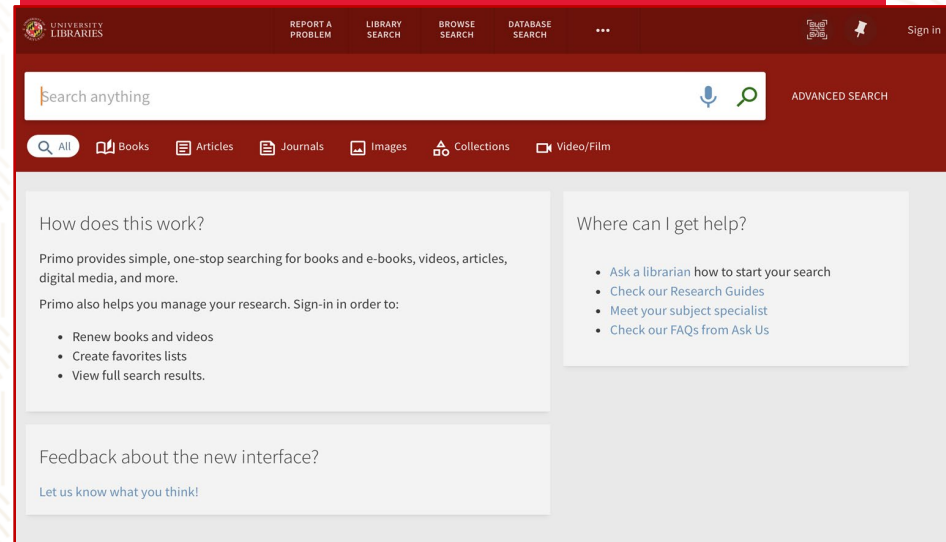
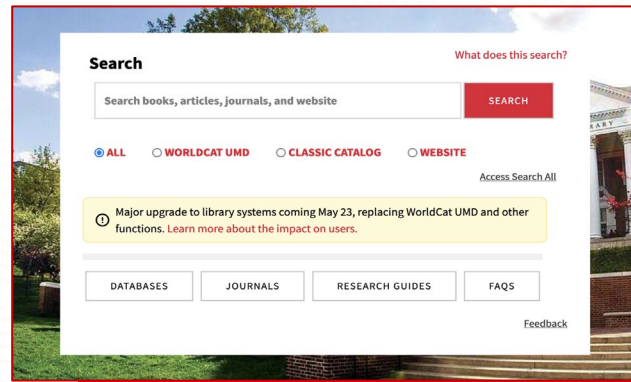
David Dahl, Associate Dean, Digital Services and Technologies



UNIVERSITY
LIBRARIES

What's changing?

- As announced on January 2023, UMD Libraries, along with all members of the University of Maryland Affiliated Institutions (USMAI) Library Consortium, will migrate to new management and search/discovery systems: *Alma* and *Primo* from Ex Libris®.
- *Primo* is a new search/discovery platform with enhanced user features. **Primo will replace *WorldCat UMD* and *Classic Catalog*.** (Working title for new interface = “*UMD Search+*”)
- *Alma* will bring much-needed upgrades to core library operations, including:
 - Acquisitions
 - Interlibrary loan, resource sharing, and circulation of materials
 - E-resource licensing and management
 - Knowledge organization (i.e., classification, metadata, collections management, etc.)
 - Improved integration with campus systems
 - ... and more!
- New systems are going live during intersession, on **May 23, 2024**.



Examples of current search interface and prototype of future interface



Students using McKeldin Library's
new popular study pods, Spring 2024

Why are the Libraries making this change now?

- To gain the use of latest technologies and customized approaches in our library systems. *Alma* is used by more than 1,800 academic libraries, including the majority of BTAA libraries.
- To improve users' ability to search and retrieve information and services across the UMD Libraries, USMAI, and beyond.
- To improve management of the Libraries' print, electronic, and digital collections.
- To enhance integration of data/services across University System of Maryland institutions and affiliated member libraries, e.g., searching and requesting from all USMAI libraries in one interface.
- To obtain systems that allow for more innovation and local development. Our current system, *Aleph*, has been in place since 2003, is outdated, and is no longer being developed by the vendor.

Benefits of the New Library Search/Discovery Platform

Enhanced experience for users

Better integration of the Libraries' collections in searches, along with improved and expanded search capabilities.

Faster

Save time by searching most of the Libraries' collections and holdings in one simple search.

More to Discover

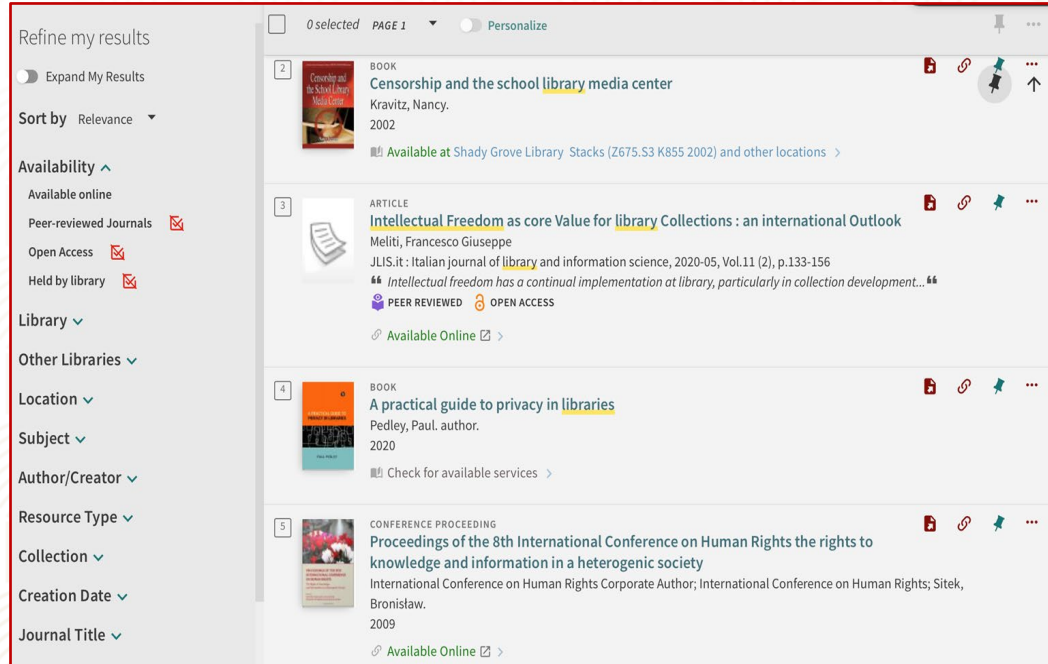
Explore and learn through virtual title browsing and citation trails.

Personalized Search Experience

Log in to save your research preferences. Save your items in your account and easily export records to citation management systems.

On-the-Go

Improved mobile user interface allows researchers to search on their favorite mobile devices.



The screenshot displays a search results interface. On the left, a sidebar titled "Refine my results" contains several filter categories: "Expand My Results" (with a toggle), "Sort by" (set to "Relevance"), "Availability" (with a dropdown arrow), "Available online", "Peer-reviewed Journals" (checked), "Open Access" (checked), "Held by library" (checked), "Library" (with a dropdown arrow), "Other Libraries" (with a dropdown arrow), "Location" (with a dropdown arrow), "Subject" (with a dropdown arrow), "Author/Creator" (with a dropdown arrow), "Resource Type" (with a dropdown arrow), "Collection" (with a dropdown arrow), "Creation Date" (with a dropdown arrow), and "Journal Title" (with a dropdown arrow). The main content area shows a list of search results. At the top, it indicates "0 selected", "PAGE 1", and a "Personalize" toggle. The results list includes:

- Item 2: BOOK, "Censorship and the school library media center" by Kravitz, Nancy, 2002. Available at Shady Grove Library Stacks (Z675.S3 K855 2002) and other locations.
- Item 3: ARTICLE, "Intellectual Freedom as core Value for library Collections : an international Outlook" by Meliti, Francesco Giuseppe. JILIS.it : Italian journal of library and information science, 2020-05, Vol.11 (2), p.133-156. Includes a quote: "Intellectual freedom has a continual implementation at library, particularly in collection development...". Marked as PEER REVIEWED and OPEN ACCESS. Available Online.
- Item 4: BOOK, "A practical guide to privacy in libraries" by Pedley, Paul. author, 2020. Check for available services.
- Item 5: CONFERENCE PROCEEDING, "Proceedings of the 8th International Conference on Human Rights the rights to knowledge and information in a heterogenic society" by International Conference on Human Rights Corporate Author; International Conference on Human Rights; Sitek, Bronislaw, 2009. Available Online.

Example of a search in the prototype of the new system

APRIL 2024

Minimal impact on library users expected overall, with the following exceptions noted below.

Monday, April 1

Last day for the Libraries to purchase or license new materials for users during this fiscal year (which ends on June 30, 2024).

Purchasing and licensing will not resume until sometime in the new fiscal year (after July 1, 2024). More information about resumption of purchasing/licensing will be shared as information becomes available.

(Instructors who are planning to use new materials for Course Reserves in a Summer 2024 course were advised in March 2024 about the need to obtain new materials prior to April 2024.)

If instructors know they will need new materials for Fall 2024, it's best to contact the Libraries' Course Reserves staff at askmckres@umd.edu soon to avoid any delays.

Starting Friday, April 12

We don't expect the migration to have a significant impact on users' access to e-resources and most online services. Due to data freezes in some of our systems starting Friday, April 12, however, librarians and staff may have limited capacity to troubleshoot and correct access issues.

Having trouble accessing a resource? Interlibrary Loan staff and subject librarians can help library users gain alternative access to any unavailable resources during this time.

MAY 2024

Impact on library users expected during intersession, the period between the end of Spring Semester and the start of Summer Term Session I.

**Friday, May 17-
Sunday, May 19**

INTERSESSION

Starting at 5:00 pm Friday, May 17:

- UMD Libraries will be closed to the public, as would normally happen during the weekend before Intersession Week.
- Data about library users in our current system will be frozen to prepare for migration to the new system. For this reason, temporarily, library users will not be able to request or renew materials in “My Account.”
- Library users will still be able to access e-resources online (e.g., databases, online journals, etc.)
- Library users will still be able to use their Interlibrary Loan Services accounts.

**Monday, May 20-
Wednesday, May 22**

INTERSESSION

- McKeldin Library will be open for public use, 9:00 am - 5:00 pm.
 - No access to rooms that require loanable keys.
 - No short-term loans (e.g., technology equipment, course reserves, etc.).

MAY 2024 *(continued)***Monday, May 20-
Wednesday, May 22***INTERSESSION
(continued)*

- Hornbake Library will be open for public use, 7:00 am - 10:00 pm.
 - Special Collections in Hornbake Library, open 10:00 am - 4:00 pm.
- Other campus libraries will be closed to the public.
 - Access to the Michelle Smith Performing Arts Library's Special Collections and International Piano Archives at Maryland (IPAM) will be available by way of appointment.
- "Ask Us / Chat" virtual information services available 9:00 am - 5:00 pm.
- General collections materials in open stacks may be used on site and borrowed via a manual process at service desks.
- Library users will still be able to access e-resources online (e.g., databases, online journals, etc.).
- Library users will still be able to use their Interlibrary Loan Services accounts.
- Scans of articles/chapters will be provided via electronic document delivery and interlibrary loan.
- In-person services at the Library Services Desk will be available to the extent possible.
- Library users will still not be able to request materials for pickup or renew materials in "My Account."
- Library staff will not be able to fill hold/delivery requests, transfer materials between libraries, renew or request materials, remove returned materials from patrons' accounts, or waive adjust fines/fees.

MAY 2024 *(continued)*

**Thursday, May 23-
Friday, May 24**

INTERSESSION

NEW SYSTEM GOES LIVE – NEW INTERFACE AVAILABLE

- McKeldin Library will be closed to the public.
- Hornbake Library will be open 7:00 am - 10:00 pm.
 - Special Collections in Hornbake Library, open 10:00 am - 4:00 pm.
- Other campus libraries will be closed to the public.
 - Access to the Michelle Smith Performing Arts Library's Special Collections and International Piano Archives at Maryland (IPAM) will be available by way of appointment.
- Ask Us/Chat virtual information services will be available 9:00 am - 5:00 pm.
- After 8:00 am on Thursday, 5/23/24, library users may resume renewing loans and requesting materials for pickup using the new search interface and account; staff will resume filling requests (for pick up the following week).
- Library users can use new system online and access e-resources (e.g., databases, online journals, etc.).

**Saturday, May 25-
Monday, May 27**

INTERSESSION

Campus libraries will be closed, as they normally would be during this time. Library users will still be able to access e-resources online (e.g., databases, online journals, etc.).

Summary of key dates

- Preview of new system's prototype and user-feedback period: **April 8-26, 2024** – **Details to be released soon**
- User-account data freezes will occur temporarily on **May 17, 2024, 5:00 pm EDT** until the new systems are live
- New systems go live on **May 23, 2024**, during Intersession (between Spring Semester and Summer Term I)
- McKeldin Library and several branch locations will be closed to the public on **May 23-24, 2024**



Library users studying and using library resources in McKeldin Library's Terrapin Learning Commons

What does this change mean for me?

- Library users will need to adapt their research approaches to using the new interface.
- Library users' account information will transfer to the new system, but there will be a new interface for viewing your account.
- For faculty and instructors:
 - Summer Term 1 course reserve materials related to new acquisition requests were due by end of March, due to temporary pause in purchasing.
 - Links may need to be updated in course materials during Summer and Fall terms.
- For all users: If you saved searches, items, or lists in *WorldCat UMD* or *Classic Catalog*, you will need to download these and send them to your email account by June 30, 2024.



Tutorials and user forums will be offered soon. For more information, check <https://lib.umd.edu/newcatalog>.





Libraries' major 2023-2024 exhibit: *“Rising Up: 100 Years of Student Activism for Social Justice and Civil Rights at the University of Maryland”* – Featured at Hornbake Library

Which library services and applications will **NOT** be affected by the systems change?

- Access to e-journals and online databases
- Interlibrary Loan services
- “Ask Us” (Chat/Online Reference)
- Database Finder
- Research Guides
- “Search All” feature on Libraries’ website
- Course reserves in ELMS
- Library space reservations
- Digital collections access
- Archival collections database
- Users’ library accounts, including active loans and requests, will be migrated to the new system.

For the latest Information and updates:

Visit our Library Systems Migration page at go.umd.edu/newsearch

Contacts

For individualized support, reach out to your subject librarian:
go.umd.edu/subject-librarians

For general questions, contact the Primo Discovery Working Group:
lib-pdiwg@umd.edu



UNIVERSITY
LIBRARIES

Agenda

5. Special Order: Library System Update





Agenda

6.

Special Order

Stephanie Chang

Assistant Vice President for
Diversity and Inclusion

*Belonging and
Community Survey*

Belonging and **Community** *at UMD*

A survey about living, learning and working at the University of Maryland

UNIVERSITY OF
MARYLAND

What will the survey measure and why is it important?

The Belonging and Community at UMD survey will measure belonging and the experiences of students, staff and faculty who live, work and learn at UMD. The results will inform the creation of an action plan designed to improve belonging at UMD. Belonging is important for individual and community well-being, for personal, academic and professional success, and for ensuring everyone in the UMD community can thrive.



What kinds of topics will the survey cover?

Demographic Information

Example: What is your primary position at the University?

Personal Experiences

Example: Overall, how comfortable are you with the climate at UMD?

Workplace Climate

Example: UMD provides enough resources to help me manage work-life balance.

Perceptions of Campus Climate

Example: I feel valued by instructors in the classroom

Example: I feel valued by my supervisor/manager



How will participant confidentiality be maintained?

- Confidentiality is vital to the success of campus climate research; this is one of the key reasons Rankin Climate, an external vendor, was selected.
- No information already protected through regulation or policy is requested.
- Participants can access the survey using the same survey link, so no personal identifiers (e.g., UID) will be present in the database of responses.
- Other than one question about position at the university, any question can be skipped.
- Responses will not be reported for groups of fewer than five individuals.
- Any identifiable information reported in comments will be redacted.



How will survey participation be encouraged?

- Online; participants will be able to leave and return to the survey as needed
- In-person administration
- Translations and paper copies
 - Online: English, Spanish, Mandarin, Haitian Creole, French, Amharic
 - Paper: English, Spanish, Haitian Creole



What are the incentives for participating in the survey?

Students

- Athletics giveaways (Tickets, apparel)
- Create and name an ice cream flavor at the Dairy (1 student selected)

Faculty/Staff

- For every survey completed, \$1 given to Campus Pantry or Student Crisis Fund (participants choose, up to \$10K)

Campus Competitions

- \$5000 for academic unit with highest % student participation - for events related to building sense of belonging
- \$2500 for unit with highest % staff participation - campus cause of choice
- \$2500 for unit with highest % faculty participation - campus cause of choice



What is the survey timeline?

April 3, 2024: All faculty, staff, and students will receive an email invitation from the President to take the survey.

Results will be reported in **Fall 2024.**

- College communicators, diversity officers, and working group members will also be granted access to a Marketing and Communications Toolkit to help spread the word about the survey within units.



Survey Timeline

**2023
Sept to Oct**

Working group began survey development
Communication planning

**Fall 2023
to Spring 2024**

Conducted focus groups
Finalized survey
Submitted IRB application

**2024
April**

Survey administration

**2024
May to June**

Rankin will code data, conduct database management

**2024
Summer**

Rankin will analyze data, develop data visualization dashboard, write report

**2024
Fall**

Topline findings will be presented to the UMD community



When and how will the results be reported?

- In **Fall 2024**, Rankin Climate will present a campus-level report and dashboard to the community.
- Academic leaders may also have an access to a dashboard of results for their unit.
- Rankin Climate will then support campus-level action planning.



How Can I Support the Survey?

- Take the survey and encourage others – students, faculty, and staff – to take the survey! More voices participating will lead to more complete data and a better path to belonging for all.



Questions?



Agenda

6. Special Order: Belonging and Community Survey





Agenda

7.

Special Order

John Bertot

Associate Provost
for Faculty Affairs

*Appointment, Evaluation,
and Promotion (AEP) Manual*

The AEP Manual: Clarifying PTK Appointments and Promotions

John Bertot, Associate Provost for Faculty Affairs

Andrea Goltz, Director, Faculty Initiatives

Ursula Gorham, Associate Director, Faculty Initiatives

PTK Working Group: Background

- At the Provost's request, OFA formed a PTK Working Group (AY2022-2023) to:
 - Review current PTK faculty titles and designations;
 - **Review campus-level PTK AEP promotion procedures and guidelines;**
 - Provide recommendations for a University policy on instructional PTK faculty workload;
 - Review current hiring, appointment, title use, professional development, and support practices for PTK faculty; and,
 - **Identify gaps in existing PTK faculty policies and procedures that may require additional University policy and guideline development and/or modification.**
- To facilitate their work, the Working Group was divided into four subgroups that explored specific topics: 1) **Appointment, evaluation, and promotion (AEP) processes;** 2) Workload policy for PTK faculty; 3) Contracts and compensation; and, 4) PTK titles.

PTK Working Group: Background

- The WG identified the lack of uniform AEP process across units/colleges as a key issue
- Made the following recommendation: **“AEP processes and policies should be updated to better align with one another so that PTK faculty members across campus receive equitable treatment.”**
- Draft AEP Manual created by the AEP Processes subgroup was based off of the campus APT manual, recognizing that there are key differences to consider
 - Its creation would fill a current gap, as TTK and Librarian faculty have manuals governing appointment and promotion review processes

Development of the AEP Manual: A Brief Overview

- Summer 2023-September 2023: OFA developed draft AEP Manual
- October 2023: OFA released draft AEP Manual and gathered feedback through open forums and an online form
- December 2023-January 2024: OFA incorporated comments/suggestions into revised AEP Manual
- February/March 2024: OFA released revised AEP Manual and solicited further feedback through another open forum and online form

What Is the AEP Manual?

- Like the APT Manual for TTK faculty and the APPSC Manual for Librarian faculty, the AEP Manual:
 - Establishes the rules and procedures for PTK faculty initial appointments and promotion reviews that units are expected to follow
 - Provides guidance on how units should conduct promotion reviews
 - Creates a set of expected elements for promotion dossiers to create greater uniformity and consistency

What Is the AEP Manual?

- Clarifies ambiguities in the University's AEP Guidelines adopted by the Senate in 2015
 - "Appointments above the Associate or Senior level will also be reviewed and approved by the Provost, and the Provost may choose to institute additional university-level review for PTK faculty promotions as deemed necessary to ensure that fair and equitable processes and procedures are being successfully implemented."
 - AEP Manual seeks to codify a process for campus level reviews
 - "...The faculty member can appeal a negative decision based on procedural grounds, i.e., aspects of the review appeared to violate the unit's published processes. **All appeals shall be handled by the Office of Faculty Affairs.**"
 - "In the event a faculty member holds multiple appointments in different units or departments **in the same PTK title series**, generally, the PTK faculty member should apply for promotion in the unit in which he or she has the **greatest % FTE appointment**, e.g., the primary unit."
 - No mention of what to do when PTK faculty have equal %FTE appointments and/or are appointed to two different title series



What Is the AEP Manual?

- Clarifies ambiguities in the University's AEP Guidelines adopted by the Senate in 2015 (cont'd)
 - The Guidelines have no provisions for a title series change request
 - The Guidelines do not provide any guidance regarding dossier elements
- Seeks to provide solutions for unique PTK roles that do not fit neatly into existing faculty title definitions or unit AEP criteria
 - Ability to create modified AEP criteria

What the AEP Manual Is Not

- As with the APT and APPSC Manuals, the AEP Manual is not designed to resolve appointment disputes, contract concerns, employment actions, or other personnel matters
 - Depending on the issue(s), may fall under various University policies and procedures, such as:
 - UMD Policies and Procedures Governing Faculty Grievances (II-4.00(A))
 - UMD Policy on Notification for PTK Faculty Contract Changes (II-1.00(H))
 - UMD Non-Discrimination Policy and Procedures (VI-1.00(B))

Main Sections of the AEP Manual

- **Useful Definitions**
- **Timeline for the AEP Process**
- **Information for the Candidate**
 - Required documents for promotion
 - Process for promotions to the mid-level and third level
 - Procedure in the event of denial of promotion
 - Change of title requests

Main Sections of the AEP Manual

- **Information for Faculty Administrators**
 - New appointments to mid-/third level PTK ranks
 - New appointments of emerita/emeritus status
 - Appointments in more than one unit
 - Expedited appointments
 - Responsibilities of Unit/College AEP Review Committees
 - Responsibilities of Unit Head and Dean
- **Information for Staff**
 - Procedures for creating the dossier
 - Overview of the elements of the dossier
- **Appendices**
 - CV template (University format)
 - Transmittal form
 - Sample letter to evaluator
 - Guidance re: AEP Teaching Portfolio

Implementation Timeline

- Last (3rd) open forum held on February 27
- Online feedback form collected feedback through March 15
- Spring 2024: Finalization and release of AEP Manual
- July 1, 2025: AEP Manual will take effect

Questions?

Agenda

7. Special Order: Appointment, Evaluation, and Promotion (AEP) Manual





Agenda

9. New Business
10. Adjournment

**Thank you for
attending!**

