



1. Call to Order
2. Approval of the September 7, 2022 Senate Minutes (Action)
3. Report of the Chair
4. Special Order of the Day
Jack Blanchard
Associate Provost for Enterprise Resource Planning
Elevate Project Update
5. Special Order of the Day
Will Reed
Chair of the Plan of Organization Review Committee
PORC Status Overview
6. New Business
7. Adjournment



CALL TO ORDER

Senate Chair Newman called the meeting to order at 3:17 p.m. Chair Newman welcomed Senators and introduced Past Senate Chair Williams and current Senate Parliamentarian, Daniel Falvey, as well as the Executive Secretary & Director of the Senate, Reka Montfort and Interim-Executive Secretary & Director of the Senate, Willie Brown. Chair Newman explained the procedures for the meeting and provided brief instructions on using the PointSolutions platform for voting.

APPROVAL OF THE MINUTES, MAY 4, 2022 MEETING

Chair Newman asked if there were any additions or corrections to the minutes of the May 4, 2022, meeting; hearing none, she declared the minutes approved as distributed.

SPECIAL ORDER: PRESIDENTIAL BRIEFING

Chair Newman invited President Pines to provide his briefing to the Senate.

President Pines began by welcoming Chair Newman and by thanking both Executive Director Montfort for her service to the University Senate and Past-Chair Williams for her service last year.

President Pines began by offering a land acknowledgement, which he said was developed in collaboration with the Piscataway tribes of the State of Maryland.

Administration Leadership Update

President Pines stated that there had been several changes to staff at the campus level:

- Matt Hodge is the new VP for University Relations.
- Jen Gartner will serve as interim VP and Chief Counsel for Legal affairs with Mike Poterala leaving the University after 8 years.
- Kimberly Griffin is the new Dean of the College of Education.
- Susan Rivera is the new Dean of the College of Behavior and Social Sciences (BSOS).
- Stephanie Shonekan is the new Dean of the College of Arts and Humanities.
- Angela Nastas was appointed as the interim Title IX coordinator and director for the Office of Civil Rights & Sexual Misconduct (OCRSM effective August 29, 2022).
- Dr. Julie Coonrod was appointed as Assistant to President on DEI, Gun Violence, Civic Engagement.

Strategic Plan Update

President Pines gave a brief update to the strategic plan and offered a reminder to the community of the four pillars that the University is adhering to while developing the plan. President Pines stated the

University is creating a website to remain transparent around the proposal process's goals, metrics, and winners.

Fall 2022 First Day Announcements

President Pines gave an overview of the First Day Announcements which included:

- \$15 per hour wage for all student workers will take effect January 2023.
- The University continues to remain active politically and support Women's Rights regarding the Supreme Court Decision.
- Grand challenges being addressed at the University include:
 - The First Year Book: "All We Can Save: Truth, Courage, and Solutions for the Climate Crisis," which is an anthology of all-female authors.
 - The institution of a fossil fuel free power plant system by 2035.
 - A call to action on gun violence prevention.
- The University reaffirms the commitment to terrapinSTRONG and its usefulness for promoting an inclusive, campus community.

New Facilities

President Pines shared several new facilities that have recently opened at the University:

- The E.A. Fernandez IDEA Factory
- The new School of Public Policy Building
- The Yahentamitsi Dining Hall. There will be a building dedication on Tuesday, November 1, 2022.

Chair Newman thanked President Pines for his presentation and opened the floor to questions.

Senator Upadhyaya, graduate student, College of Computer, Mathematical, and Natural Sciences (CMNS) asked President Pines about what motivated the use of fingerprint readers at the new Yahentamitsi Dining Hall and how carefully the privacy implications were considered. President Pines stated that he was unaware that fingerprint readers were being used at the new dining hall. He invited Sister Maureen Shrimpe, University Dining Services, to speak to the matter. Sister Schrimpe clarified that the security does not read fingerprints and that it hits certain points on the hand.

Senator Wolfe, emeriti faculty, CMNS raised a concern that the University was becoming over politicized for a public institution and asked a question about how people of differing points of view can be considered safe on campus. President Pines responded that his priorities when he became President was to create an inclusive environment for everyone, regardless of political spectrum. President Pines continued that statements about supporting Women's Rights are broad and that it is not a political issue, it's a human right issue.

Senator Baden, faculty, CMNS asked a question about the status of the University's efforts for daycare. President Pines explained that the University has a partnership with the City of College Park and daycare is available to use through the City. President Pines stated that the University has also worked on daycare benefits with the Benefits Office, with a program called CareFirst which offers support both on and off campus.

Senator Erazo, undergraduate, CMNS asked President Pines when the Transit app live tracking for public transport would be available to use for students who live outside of the College Park area. President Pines said he would follow up with the Department of Transportation to see if there is a remedy available.

Senator Ram-Andriessens, exempt staff, University Human Resources asked President Pines if there was any work being done with the Department of Transportation to establish flexible parking alternatives for those who telework or have flexible work schedules. President Pines stated that the University is going through a master plan exercise and it will include looking at transportation in terms of telework and that there will be creative solutions that arise from reworking the master plan.

Chair Newman thanked President Pines for his time. President Pines thanked interim-Director and Executive Secretary Willie Brown for helping with the University Senate. He thanked the University Senate for the opportunity to brief them.

REPORT OF THE CHAIR

Procedures & Guidelines

Chair Newman stated that while in a virtual meeting format, Senate procedures for in-person meetings will be adhered to as closely as possible. All University policies and expectations for appropriate conduct continue to apply during virtual Senate meetings.

Chair Newman provided a detailed overview of the procedures and guidelines for virtual meetings related to expectations, recording, muting, use of the chat feature use, technical issues, participation, Zoom features, processes for introducing non-Senators, and voting processes. Newman also detailed instructions for voting using PointSolutions.

Chair Newman opened the floor to questions on the procedures; hearing none, she moved to the next item on her report.

2022 BOR Staff Awards

Chair Newman stated that the Board of Regents' Staff Awards, represent the highest honor bestowed by the Board of Regents (BOR) for the achievements of exempt and non-exempt staff employees at System institutions. The Senate Staff Affairs Committee coordinates the process for the University of Maryland, College Park, prior to making recommendations to President Pines regarding nominees to be put forward to the system-level review.

Chair Newman noted that the 2022 BOR Staff Awards winners included two UMD staff, Sister Maureen Schrimpe, Dining Services for Outstanding Service to Students in an Academic or Residential Environment (exempt staff) and Kathryn Atchison, Department of Computer Science for Inclusion, Multiculturalism, and Social Justice (exempt staff). Newman congratulated the winners and thanked them for their contributions to the campus community. She also thanked last year's Staff Affairs Committee Chair, Lisa Klein, and the committee itself for their work in the process.

Transitions in the Senate Office

Chair Newman announced that the Senate Office has been going through a period of transition. The office welcomed two new Coordinators, Justin Balog and Danielle Bretz. Newman mentioned that Sarah Hughes, Senior Policy Advisor, who worked in the Senate Office for ten years, had transitioned to a new role in the Department of Government & Politics.

Chair Newman stated that the Provost has agreed to upgrade Hughes's position to an Assistant Director role and add a non-exempt Program Management Specialist Position to the Senate Office.

Chair Newman announced that Reka Montfort, Executive Secretary and Director of the Senate accepted a position in the Division of Research. After 14 years at the Senate Office, Montfort's last day will be September 9th. Willie Brown, past Senate Chair, has been appointed Interim Director. Newman thanked Montfort for her long years of dedication and service and congratulated and welcomed Brown to the Senate Office.

SPECIAL ORDER

Reka S. Montfort, University Senate Executive Secretary & Director

Orientation: Senators, Senate Meetings, and Shared Governance

Reka Montfort, Executive Secretary & Director, University Senate provided a presentation detailing the role of Senators, the operations of Senate meetings, and the University's principles of shared governance. She provided information on the role of the Senate, and information on Senate meeting materials, agenda contents, meeting structures, meeting logistics for the coming year, the importance of communicating expected absences, committee reports, types of recommendations, policy revisions, voting procedures, and quorum. Director Montfort also discussed the issues that the Senate will be working on this year, and explained how Senators and members of the campus community can track current [Senate legislation](#) on the University Senate's website.

REVIEW OF THE INTERIM UNIVERSITY OF MARYLAND POLICY ON CRIMINAL BACKGROUND CHECKS (SENATE DOCUMENT #21-22-21) (INFORMATION)

Chair Newman explained the Review of the Interim University of Maryland Policy on Criminal Background Checks (Senate Document #21-22-21). She stated that the final amended policy and administrative recommendations were forwarded to President Pines for his approval.

Chair Newman noted that the President has the option to approve, amend, or reject any recommendation from the Senate. President Pines reviewed the policy revisions and the administrative recommendations. President Pines had five administrative recommendations that included "Shoulds" which could be overly prescriptive for University Human Resources (UHR). Newman explained that before accepting and approving them President Pines amended those administrative recommendations to be "Should Considers" to allow for maximum flexibility in implementing the policy.

Chair Newman explained that President Pines also provided a memo explaining the rationale for his amendments with his approval.

2022 COUNCIL OF UNIVERSITY SYSTEM STAFF ELECTIONS (SENATE DOCUMENT #21-22-36) (INFORMATION)

Chair Newman presented the winners of the 2022 Council of University System Staff (CUSS) Elections: Meredith Carpenter, Kalia Patricio, and Sister Maureen Schrimpe were elected as the primary representatives and Vandaliah Aderholt,

Suzanne Ashour-Bailey, and Namrata Ram-Andriessens were elected as the alternate representatives.

2021-2022 SENATE LEGISLATION LOG (SENATE DOCUMENT #22-23-01) (INFORMATION)

Chair Newman explained that the legislation log had been provided to the Senate as an informational item to provide an overview of the work completed by the Senate last year as well as information on any items that carried over to this year. She noted that Past Chair Williams and the Senate were able to complete 35 Senate bills during the 2021-2022 session, including 10 Bills carried over from prior years. Newman commended Williams and the Senate for their hard work last year.

APPROVAL OF THE 2022-2023 COMMITTEE & COUNCIL SLATES (SENATE DOCUMENT #22-23-02) (ACTION)

Rochelle Newman, acting Chair for the Committee on Committees and Chair of the Senate, provided background on the selection process and made a motion on behalf of the committee to approve the standing committee and council slates as presented.

Chair Newman opened the floor to discussion; seeing none, she called for a vote on the slates. The result was 114 in favor, 3 opposed, and 4 abstentions. The motion to approve the slates passed.

NEW BUSINESS

There was no new business.

ADJOURNMENT

The meeting was adjourned at 4:33 p.m.

Elevate Program Update

Senate

October 11 2022

Jack Blanchard

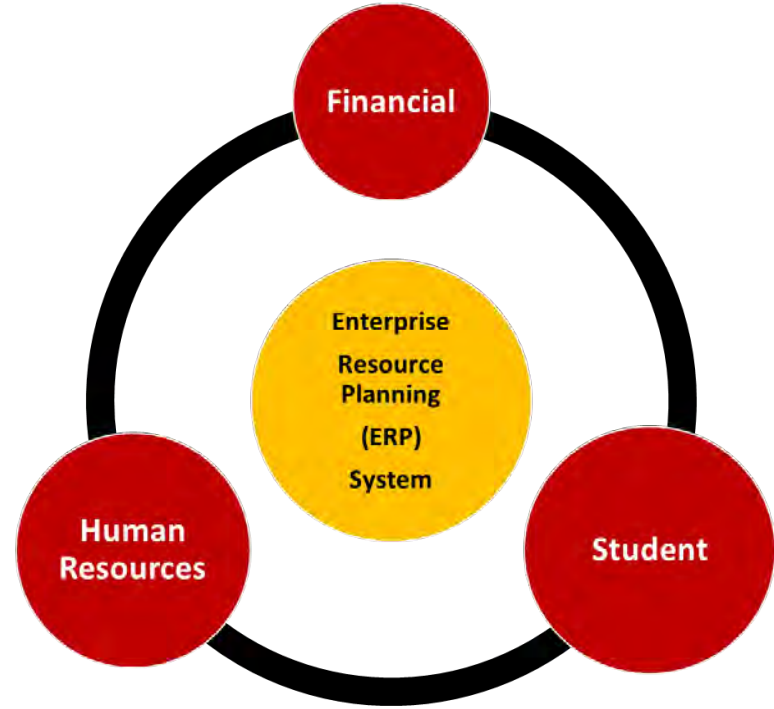
Associate Provost for Enterprise Resource Planning

Agenda :

- 1) Overview of Elevate
- 2) Timeline and progress
- 3) Next steps
- 4) Impacts and preparing
- 5) Student System

Purpose of Elevate

To modernize our obsolete ERP system to better meet the complex needs of a flagship research university.



Elevate Program Goals

- Provide a **positive user experience** for students, staff, and faculty.
- Make the university more **efficient and effective** through simplified and streamlined key business processes.
- Allow the university to **accurately collect, report, and analyze data** important for decision-making.
- Ensure **data security and privacy** and meet all regulatory, compliance, and accreditation needs.
- Ensure that our ERP systems are reliable and can be **easily maintained and updated**.

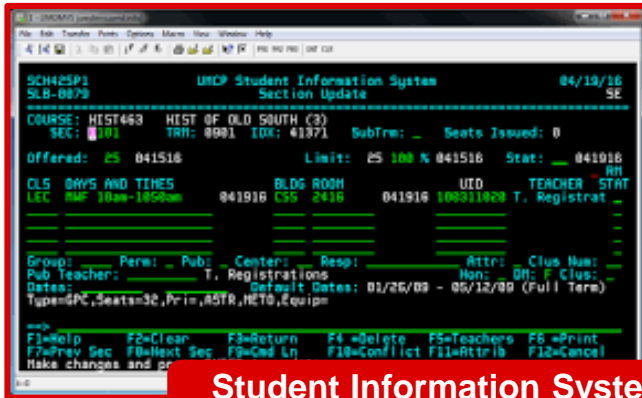
Elevating our ERP to the cloud with Workday.




Built for the future.™

What is Workday replacing? Approximately 30 other systems . . .

KFS



Student Information System (SIS)

(Fall 2026)

PHR



UNIVERSITY OF MARYLAND

eTerp



PHR Affiliates

Effort Reporting System

PERFORMANCE REVIEW AND DEVELOPMENT PROCESS
University of Maryland
Nonexempt Staff Employee Form

Employee Name:	Supervisor:
UID:	Rating Cycle:
Job Title:	Date of Final Review:
Division/Department:	Section/Unit:

1. EXPECTATION-SETTING meeting held and job priorities discussed:

Date: _____ Employee's Signature: _____ Supervisor's Signature: _____

2. MIDWAY FEEDBACK meeting held:

Date: _____ Employee's Signature: _____ Supervisor's Signature: _____

3. FINAL PERFORMANCE REVIEW meeting held:

Date: _____ Employee's Signature: _____ Supervisor's Signature: _____

PRD

Three Stages of Workday Implementation

2021

2022

2023

2024

2025

2026

**Finance and
HCM (Human Capital Management)**

**Go Live
July 2023**

**Adaptive
Planning
(Budgeting)**

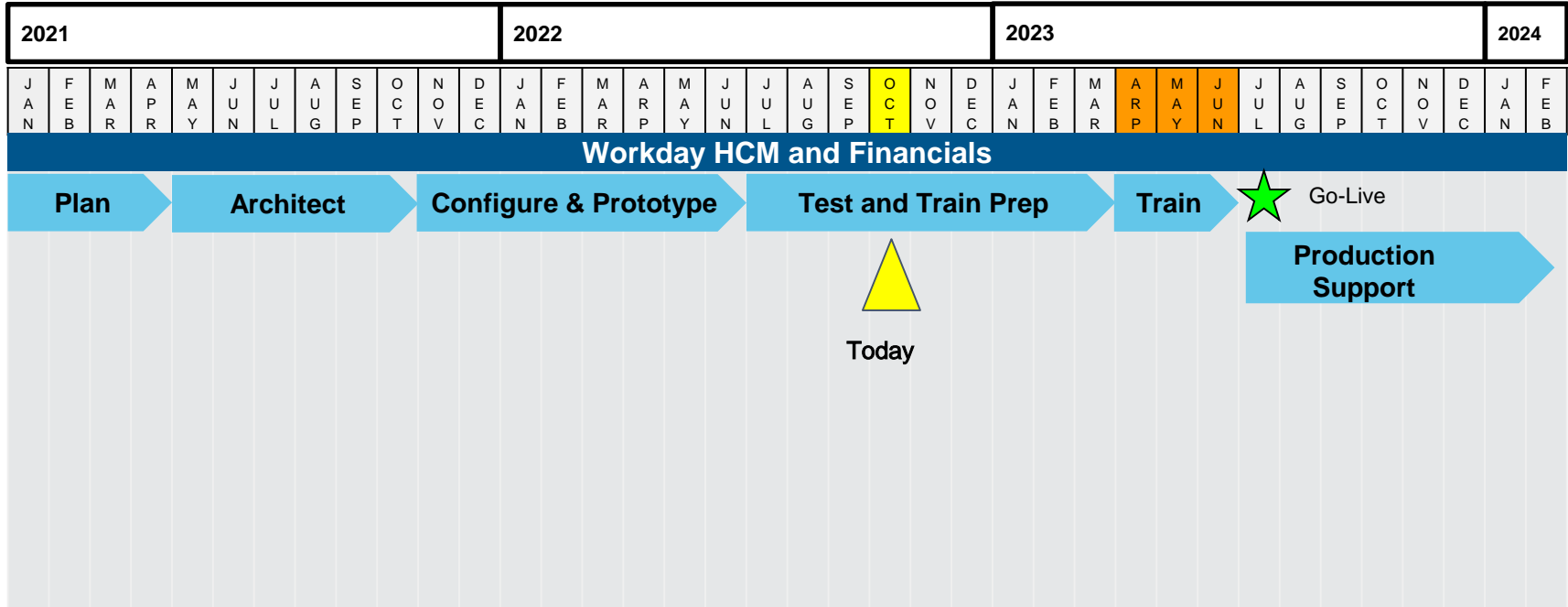
**Go Live
Fall 2023**

Student Implementation

**Go Live
Fall 2026**

Progress & Next Steps

Elevate Program Timeline - Phase I



Ensuring Workday will work for Maryland.

Over 360 staff with direct input to Elevate:

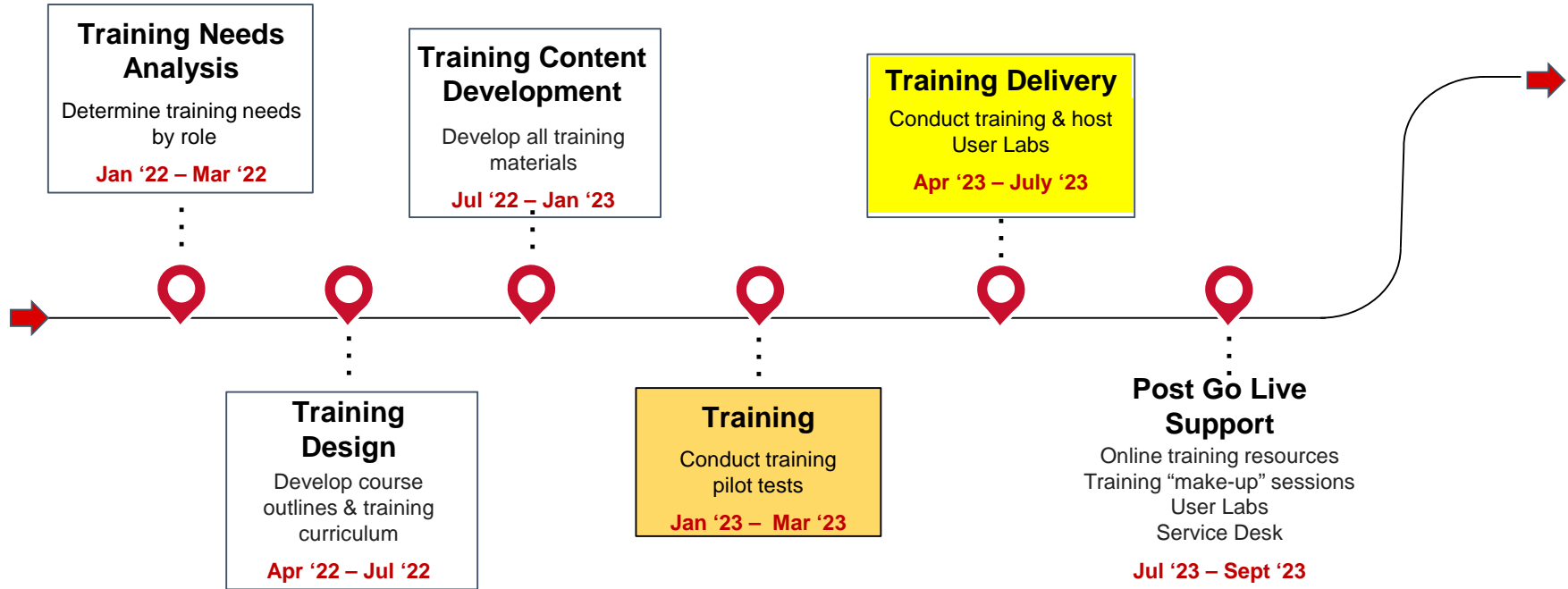
- From across campuses (UMCP, UMES, UMCES, UMSO)
- Representing diverse perspectives from Divisions, Colleges, Institutes, Centers and Departments.
- Contributing *thousands of hours* of time to confirm configuration decisions, provide critical input, and communicate with their home units.

Faculty Advisory Committee

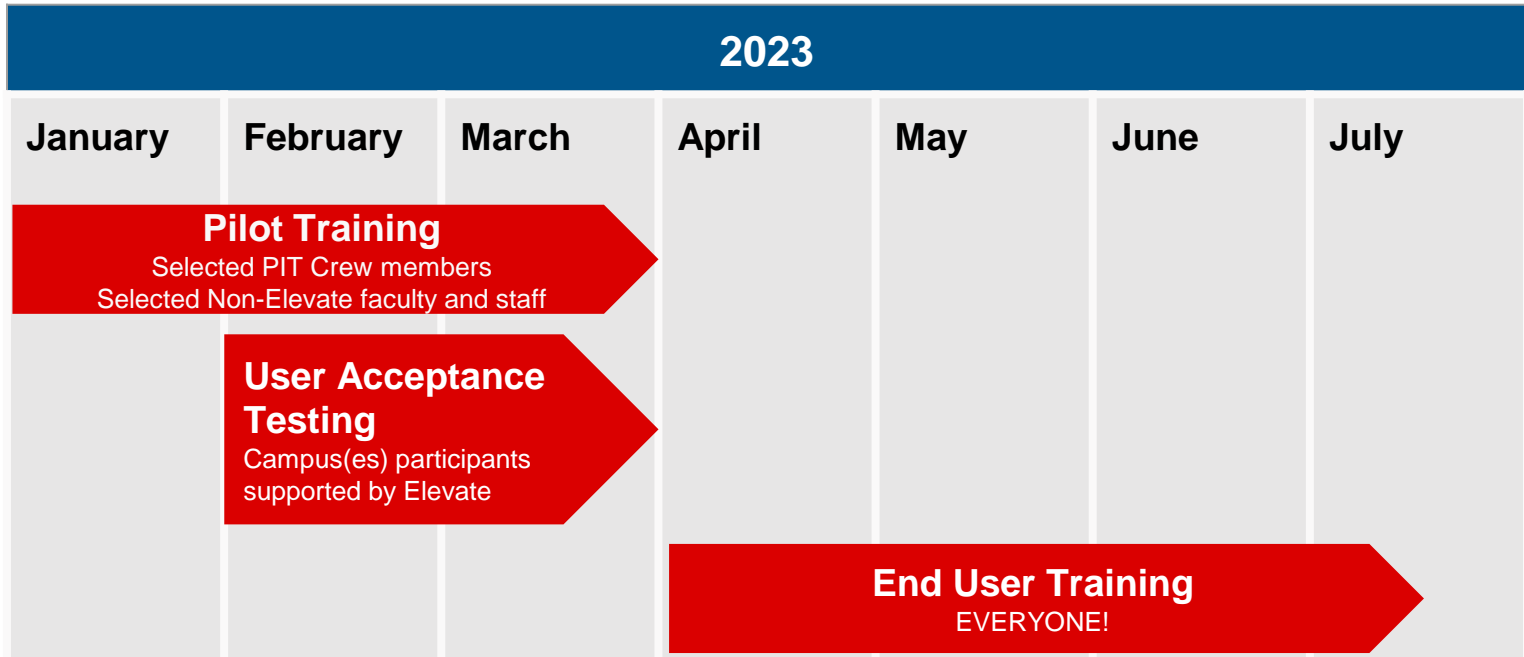
- Twenty faculty from T/TT and PTK.
- Represents diverse roles including instructional, research, Chairs and Directors.

Thank You!

Elevate Training Activities Timeline



Testing and Training - Spring 2023

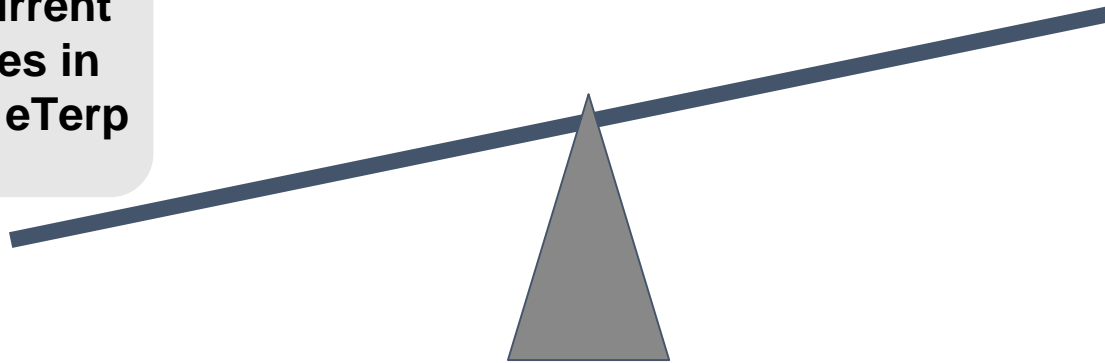


Impacts & Preparing

Challenge for campus April through June 2023

Completing current
work processes in
PHR, KFS, and eTerp

Learning how to do
those same tasks in
Workday



Readiness for the transition to Workday. . .

Prepare:

- Discuss planning with local leadership

Keep Informed:

- Town Hall meetings (November 2 & 3)
- Functional Overviews, monthly
- Newsletters, monthly
- Website



Browse Elevate website for videos, newsletters, FAQs, glossary, other material: elevate.umd.edu

Demonstrations

Add Your Pronouns:



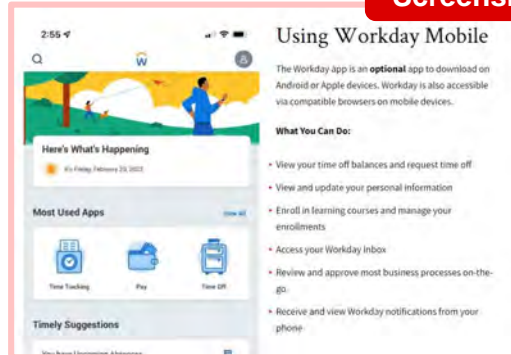
Workday Mobile:



Elevating our systems to the cloud!

STAY CONNECTED

Screenshots



Glossary Terms

Featured Glossary Terms

Employee Self Service

The ability for an Employee as Self or Contingent Worker as Self to initiate a transaction on their own. This includes:

- tasks and business processes that you can initiate in Workday, such as managing your personal and contact information
- access to your own information, such as your job title, manager, compensation, and personal data

Worker Profile

A quick view of each individual Worker's demographic, job, and organization information. Worker data is viewable in the different tabs of the Worker profile, and view/edit access to this data depends on one's security role access.

[VISIT OUR GLOSSARY](#)

Student

Student Intern Program (paid)

80+ applicants ➔ **5** interns hired

- 10-week program in during Summer 2022
- Weekly professional development workshops with our implementation partner, Huron
- Contributions include:
 - a. Assisting Change Team with analyzing Readiness Survey results
 - b. Working with Training Specialists to develop training materials
 - c. Assisting with developing communications



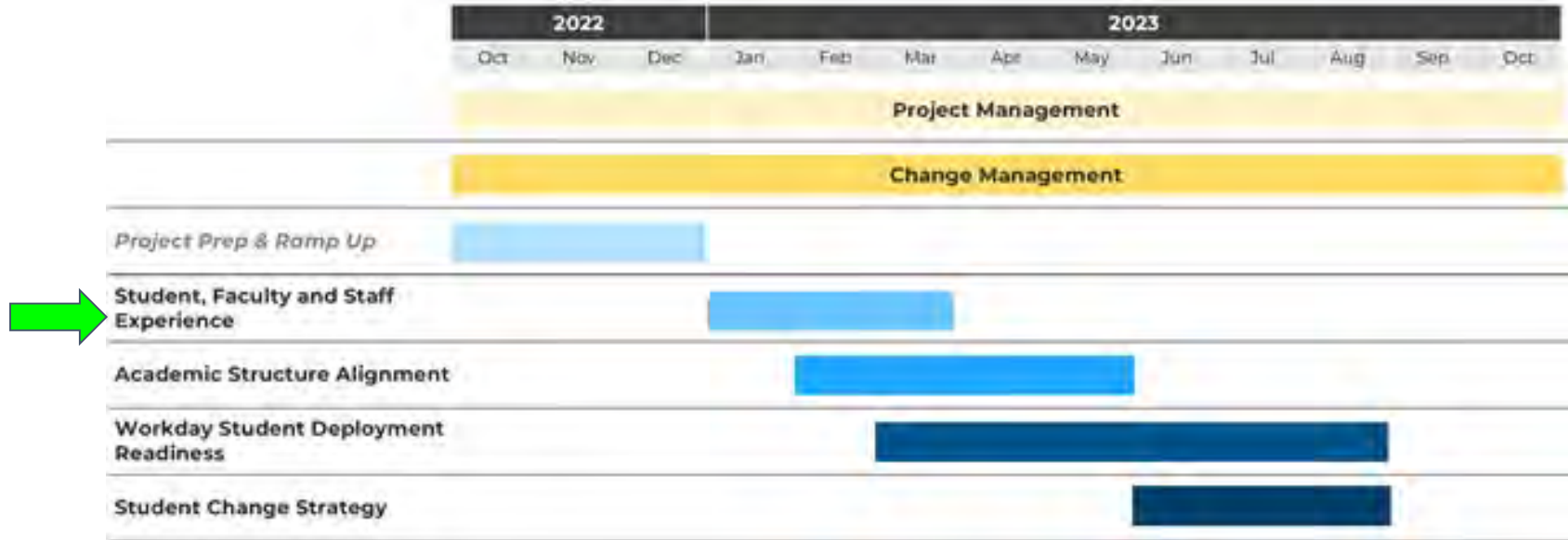
Student Implementation

- **Initiating early work:**
 - a. Lead staff position hired in September.
 - b. Readiness work to begin in January.

- **Student-Centered**
 - a. Students as key stakeholders.
 - b. Input to understand current problems.
 - c. Input on ways to improve future state.



Phase II: Student Transformation and Readiness



Stay Connected with Elevate



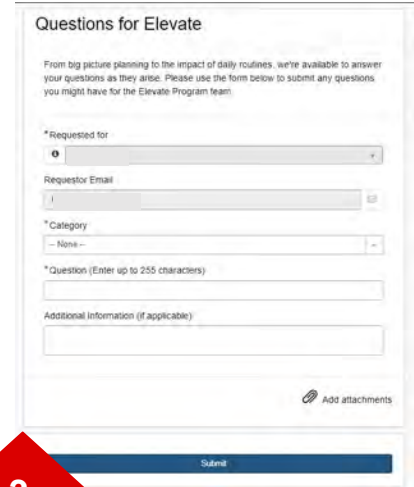
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Visit our website:
elevate.umd.edu



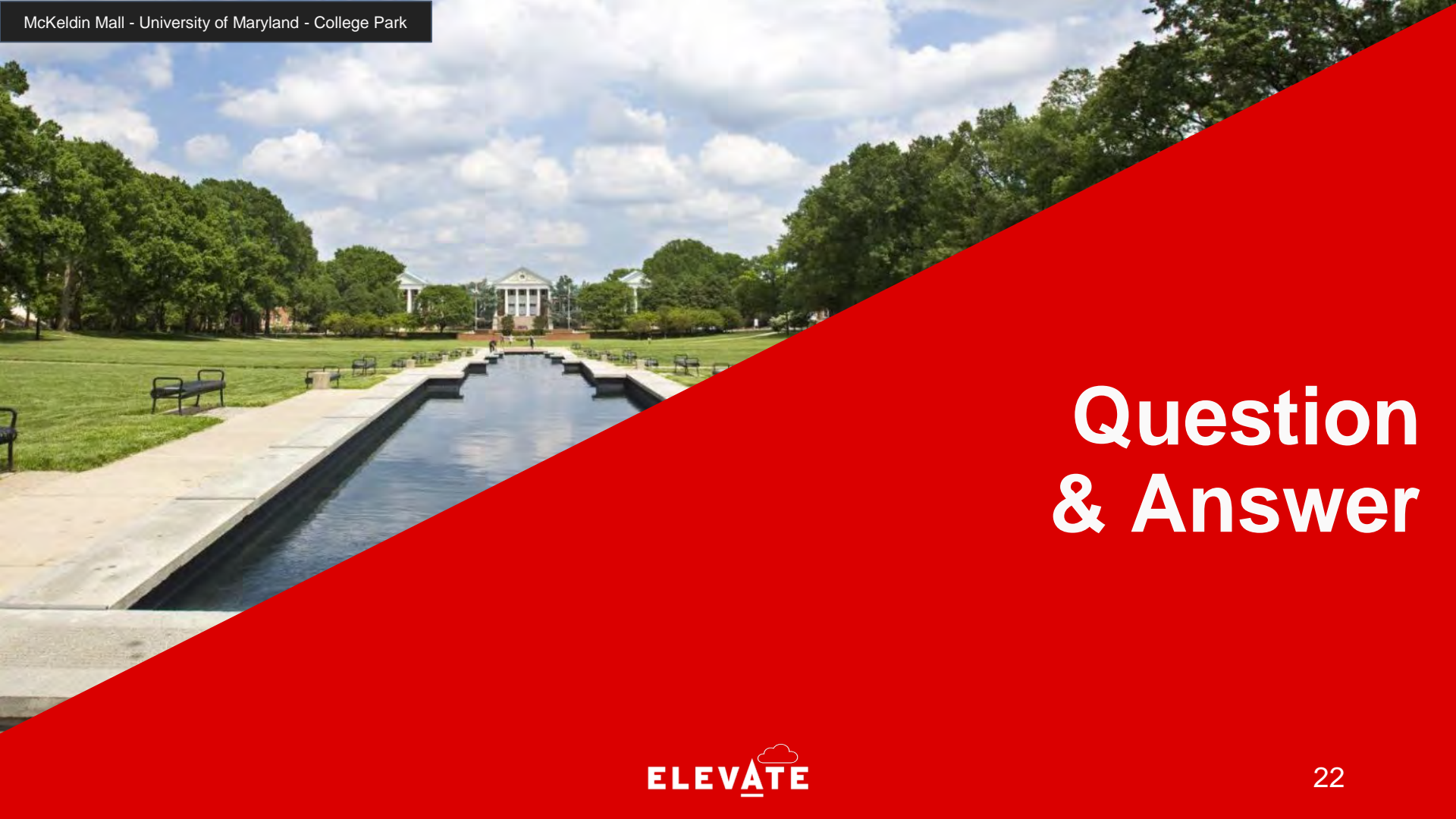
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3

Ask us a question:
elevate.umd.edu/contact



Question & Answer



**Review of the University of Maryland Plan of Organization for Shared Governance
(Senate Document #21-22-30)
Plan of Organization Review Committee (PORC) | Chair: TBD**

The Senate Executive Committee (SEC) and Senate Chair Williams request that the Plan of Organization Review Committee (PORC) review the [Plan of Organization for Shared Governance at the University of Maryland](#) and the associated [Bylaws of the University Senate at the University of Maryland](#).

Specifically, PORC should review the Senate's apportionment (items 3-8), the University Councils (items 9-12), and various procedural issues that have arisen during Senate operations since the last revision of the Plan of Organization (items 13-17):

1. Review the Review of the University of Maryland Plan of Organization ([Senate Document# 14-15-19](#)).
2. Review previous revisions to the Senate Bylaws ([Senate Document# 14-15-20](#)).

Review of Senate Apportionment:

3. Review the Apportionment of the University Senate performed in 2015 ([Senate Document# 14-15-35](#)).
4. Review the Apportionment of the University Senate performed in 2020 ([Senate Document# 19-20-37](#)).
5. Consult with the Office of Institutional Research, Planning, and Assessment (IRPA) on institutional data regarding population trends of the various constituent groups on campus.
6. Consult with the Office of Faculty Affairs on faculty population trends and other issues related to representation of faculty in shared governance.
7. Consider principles associated with Senate proportional representation and its apportionment:
 - a. The overall percentage of tenured/tenure-track faculty in relation to other constituencies on the Senate;
 - b. The balance of representation of faculty between tenured/tenure-track faculty and professional track faculty;
 - c. The overall size of the Senate and whether it should be capped; and
 - d. The apportionment process and associated timelines including the impact of a delay to a standard Plan review cycle.
8. If appropriate, recommend whether revisions should be made to provisions on the Senate's constituency-based representation and apportionment.

Review of University Councils:

9. Review Article 8.6 in the Plan of Organization and Articles 8 and 9 and Appendices 1-3 of the Senate Bylaws.
10. Consult with the chairs of the University Councils and the administrative unit heads to whom they report.
11. Consider shared governance principles utilized by the University Councils:
 - a. The effective utilization of these Councils in engaging with both the administrative unit head and the Senate;
 - b. The Councils' practices in leveraging standing bodies such as working groups or subcommittees;
 - c. The Councils' practices in incorporating constituency-based feedback into their review processes, especially when considering new standards and administrative policies that do not typically undergo a Senate review (see attached IT Proposal); and
 - d. How the above principles (a-c) are incorporated into the Bylaws and operations of the Councils.
12. If appropriate, recommend whether each of the three University Councils should be modified based on the provisions in article 8.7a of the Senate Bylaws.

Review of Shared Governance Practices:

13. Consider principles associated with Senate eligibility regarding:
 - a. Graduate students employed in a C1 hourly position or as junior lecturers;
 - b. LTSC undergraduate student Senators who declare a major during their term and undergraduate student Senators who change majors during their term;
 - c. Full and part-time Assistant Coaches;
 - d. Part-time staff;
 - e. The definition of "full term" for purposes of calculating eligibility for re-election; and
 - f. Faculty with joint appointments of equal time (50/50).
14. Consider principles associated with College/unit Plans of Organization and associated review processes:
 - a. Differentiation between College/School-level Plans and Department/Program-level Plans;
 - b. The eligibility of students and staff to vote on a College/School/unit Plan and of students to review a Plan;
 - c. The process for out-of-cycle Plan reviews;

- d. The inclusion of student and staff Senator election procedures in unit Plans when those elections are handled by the Senate Office;
 - e. The impact of noncompliance with Plan review requirements on Senate representation;
 - f. The impact of revisions to the University Plan on previously-approved unit-level Plans of Organization; and
 - g. The approval authority for unit-level Plans.
15. Consider principles associated with shared governance:
- a. The authority over and requirements for drafting, reviewing, and approving expulsion petitions;
 - b. The authority over and criteria for articles of recall;
 - c. The authority over impeachment articles;
 - d. The Past Chair's role on the SEC;
 - e. The Parliamentarian's ability to retain voting privileges if also an elected Senator; and
 - f. Eligibility requirements for elected slates where there are no available representatives of a specific constituency.
16. Consider clarifying language in the Plan and Bylaws regarding:
- a. The use of the term "unit" throughout but also terms such as "academic unit" and "voting unit";
 - b. Voting procedures and permissible voting methods for Senate meetings in the Bylaws;
 - c. The requirement that Colleges/Schools have Faculty Advisory Councils (FACs); and
 - d. Any inconsistencies in the Plan and Bylaws or between the two documents.
17. If appropriate, recommend whether the Plan of Organization for Shared Governance at the University of Maryland and/or the Bylaws of the University Senate at the University of Maryland should be revised.

We ask that you submit a report to the Senate Office no later than **March 3, 2023**. If you have questions or need assistance, please contact Reka Montfort in the Senate Office, reka@umd.edu.



Plan of Organization Review Committee

PORC



UNIVERSITY OF
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Overview of PORC Review Process

- Generally, PORC convenes every 10 years
- Prior reviews have consisted of:
 - Issues of apportionment, revisions to Committee and Senate guidelines, logistical considerations for Senate and Committees, etc.
- Why is a review happening now?

2021 Plan of Organization Review Committee Slate

FACULTY REPRESENTATIVES (13 representatives – 1 from every college/school/library)

<u>Name</u>	<u>Title</u>	<u>College/Unit</u>
Paul Goeringer	Senior Faculty Specialist	AGNR – Agricultural and Resource Economics (AREC)
Amy Gardner	Clinical Professor	ARCH – Architecture
Colleen Woods	Associate Professor	ARHU – History
Louisa Raschid	Professor	BMGT – Decision, Operations & Information Technologies
William Reed	Professor & Chair	BSOS – Government & Politics
Anne Raugh	Principal Faculty Specialist	CMNS – Astronomy
Jean Snell	Senior Faculty Specialist	EDUC – Teaching and Learning, Policy and Leadership
Patrick O'Shea	Professor	ENGR – Electrical & Computer Engineering
Wayne Lutters	Professor	INFO – Information Studies
Rafael Lorente	Sr. Lecturer & Assoc. Dean	JOUR – Journalism
Cindy Frank	Librarian III	LIBR – Libraries
Philip Joyce	Professor & Assoc. Dean	PLCY – Public Policy

STAFF REPRESENTATIVES (2 representatives – 1 exempt & 1 non-exempt)

<u>Name</u>	<u>Constituency</u>	<u>Division/Unit</u>
Kalia Patricio	Exempt Staff	VPSA – Stamp Human Resources
Erica Simpkins	Non-Exempt Staff	VPSA – MICA

GRADUATE STUDENT REPRESENTATIVES (2 representatives)

<u>Name</u>	<u>Constituency</u>	<u>College</u>
Emily Berry	Graduate Student	PLCY
Jehnae Linkins	Graduate Student	ENGR

UNDERGRADUATE STUDENT REPRESENTATIVES (2 representatives)

<u>Name</u>	<u>Constituency</u>	<u>College(s)</u>
Steven Berit	Undergraduate Student	CMNS/BSOS
Jackie Liu	Undergraduate Student	CMNS/ARHU

ADMINISTRATOR REPRESENTATIVES (2 representatives)

<u>Name</u>	<u>Title</u>	<u>College/Division/Unit</u>
John Bertot	Assoc. Prov. for Fac. Aff.	SVPAAP – Office of Faculty Affairs
Zeinab Karake	Clin. Prof. & Assoc Dean	BMGT – Decision, Operations & Info. Tech.

Charge Areas

- Review of Current Plan of Organization
- Review of Revisions to the Plan of Organization
- Review of Apportionment
- Review of University Councils
- Review of Principles of Shared Governance

Spring 2022 Meetings & Charge Overview

- January 27
- March 16
- April 15
- May 17
- Summer Subcommittee Meetings
 - Apportionment
 - Shared Governance
 - University Councils

Next Steps

- Scope of Charge
- Work of the Committee
- Timeline



Any Questions?



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