



University of Massachusetts  
Boston  
100 Morrissey Blvd.  
Boston, MA 02125-3393

University Governance  
Faculty Council

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

February 5th, 2024

### **Minutes for Monday, February 5, 2024 1:00-3:00**

**Members present:** Nurul Aman (CLA), Gonzalo Bacigalupe (CEHD), Lynne Benson (CLA), Todd Drogy (Honors), Kui Du (CM), Joel Fish (CSM), Sommer Forrester (CLA), Priscilla Gazarian (CNHS), Mohsin Habib (CM), Sana Haroon (CLA), Shaman Hatley (CLA), Lisa Marie Heelan-Fancher (CNHS), Richard Hunter (CLA), Larry Kaye (CLA), Janna Kellinger (CEHD), Robert Kim (CM), Harry Konstantinidis (CLA), Nelson Lande (CLA), Lusa Lo (CEHD), Alex Mueller (CLA), Timothy Oleksiak (CLA), Neil Reilly (CSM), Jason Rodriquez (CLA), Niya Sa (CSM), Jeffrey Stokes (CNHS), Amy Todd (CLA), Gretchen Umholtz (CLA), Tony Van DerMeer (CLA), Zong-Guo Xia (SFE), Wenfan Yan (CEHD), Kai Zou (CNHS)

**Members absent:** Paul Dyson (CLA), Eugene Gallagher (SFE), Edward Ginsberg (CSM), Tyler Hull (CM), Abdelkrim Mouhib (CLA), Amit Patel (MGS)

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

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

*Motion Approved*

#### **II. Motion to approve the 12/04/2023 minutes**

*Motion Approved*

#### **III. Final Text of the Bylaws of the Faculty Council, Amended & Approved on December 4, 2023 (Neal Bruss & Joel Fish, Co-Chairs of the Ad Hoc Committee for the Revision of the Bylaws for the UMass Boston Faculty Council)**

The one-column Bylaws document is attached, with the two December amendments inserted and the section numbers adjusted. (Please recall that the Registrar was included as an ex officio

member of the Academic Affairs Committee, and that the Robert's Rules of Order section from the previous Bylaws, Section 2, was restored). Inserting Section 2 required renumbering the sections after Section 1 in the Bylaws version that the Council approved.

*No Changes.*

**IV. Motion from the General Education Committee (Neal Bruss, Associate Professor of English & the Chair of the General Education Committee)**

**Moved: That Anthropology 359, Economies and Cultures in Comparative Perspective, be approved as satisfying the World Cultures Distribution requirement.**

**WISER Course Description:** This course approaches economic behavior, ideas and institutions using two of the hallmarks of anthropology: field-based methods of data collection and cross-cultural comparison. Through ethnographic case studies, anthropological theory and first-hand observation, we will consider the embeddedness of the economy in complex socio-cultural systems, ideological and institutional. A range of systems of production, distribution and consumption in contemporary and past economies will allow students to systematically critique familiar economic ideas and institutions. Topics will include reciprocity and redistribution, traditional markets, notions of scarcity, affluence and fairness, the regulation of economic behavior by formal and informal institutions, the economic division of labor and the interface between modern and traditional economies.

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

*Motion Approved*

**V. General Education Committee and Subcommittee Membership for AY 2024 (Neal Bruss, Associate Professor of English & the Chair of the General Education Committee)**

Election of Prof. **Elizabeth S. Sweet**, Department of Anthropology, as **Chair of the Quantitative Reasoning Subcommittee**. Prof. Sweet was elected by the Quantitative Reasoning Subcommittee at its meeting on 28 December 28, 2023.

Appointment of Dr. **Eric Moschella**, Interim Director, Center for Academic Excellence, to the **Quantitative Reasoning Subcommittee**.

*Motion Approved*

**VI. Motion 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: CLA

**Request for a program change for the Applied Economics MA:** to change the admissions requirements to no longer require intermediate macroeconomics and intermediate microeconomics and also to reduce the required letters of recommendation from 3 to 2. The MA/BA admissions requirements should also be adjusted to conform with these changes.

**Rationale:** The requirement that applicants have completed intermediate macroeconomics and intermediate microeconomics sets a higher bar than many other economics master's programs and precludes students who don't have an undergrad major or minor in economics from applying. Many qualified applicants have trouble finding 3 informative letters of recommendation and the BA/MA program only requires 2.

**Motion #2** (All materials available for review on Curriculog) From: CLA

**Request for course changes to AMST 688:** to change the name from Final Project to Capstone Seminar and to change the description.

**Old description:** A substantial research paper, drawing on systematic original research. The project may address a research topic in American studies or may construct a curriculum unit using primary sources and including a pedagogical and intellectual justification. The project will be determined in consultation with the student's advisor and must be approved by the advisor. A written proposal signed by student and advisor must be submitted to and approved by the director of the graduate program. Depending on faculty availability, students enrolled in AMST 688 during the spring semester can participate in a research and writing seminar to facilitate the completion of final projects.

**New description:** The capstone consists of original research on a topic in American Studies and may take a variety of forms, including a research paper, curriculum unit, thesis, or other format approved by the program. The capstone topic and format will be determined in consultation with the advisor and must be approved by the advisor. A proposal signed by the student and advisor must be submitted to and approved by the director of the graduate program. Students will be advised by a faculty member; enroll in an independent study with the advisor; and participate in a Capstone Seminar. Students will present their capstone project to program faculty, students, and guests.

**Rationale:** The title change reflects the variety of forms the final project can take: research paper, curriculum unit, project, or thesis and removes ambiguity related to format. The course description clarifies the format that a capstone may take and program expectations. This course change is part of a series of proposals being submitted: AMST 602L, AMST 603, AMST 688, American Studies MA program changes.

**Motion #3** (All materials available for review on Curriculog) From: CSM

**Request for program changes to the Computational Sciences PhD:** to reduce the minimum required course credits from 40 to 34 and increase the number of dissertation credits to 26 to match other graduate programs in CSM (total credits remains the same). Instead of taking 3 courses from their main track and 1 each from the other two tracks, students will take 2 courses from their main track and one total from the other tracks. Students will be required to enroll for 3-6 credits of dissertation each semester from the beginning of their program. CS 624 Analysis of Algorithms will be added to the list of core courses. A number of courses will be added to the list of courses students may choose in their tracks and to the common pool of electives.

**Rationale:** The current high course load in the first two years doesn't align well with the research-integrated philosophy of the program. Requiring dissertation every semester will allow students to be more engaged in research activities with their advisors. CS 624 Analysis of Algorithms is currently required for two of the three tracks and is an elective in the third. A deep understanding of algorithms is fundamental to computational studies and should be required in all tracks. Several of the optional courses in the current curriculum are no longer offered or only offered rarely, so additional courses are being added to the lists to increase options for students.

*Motions Approved*

**VII. Chancellor Marcelo Suárez-Orozco Invites the Councilors and the Faculty to Nominate/Recommend Qualified Candidates for the Position of Special Assistant to the Chancellor for Black Life on Campus (submitted to the Chancellor's Office by February 9, 2024). Thank you very much, Chancellor!**

(Please see the description of the position and the required qualifications of candidates in the attached document.)

Please send all recommendations and nominations directly to the Chancellor's Office.

**VIII. The 2024 Election of the Faculty Council**

**(i) Apportionment of Seats for the Faculty Council**

**The Constitution of the Faculty Council**

Approved by the Board of Trustees September 30, 2021; Amended November 9, 2020.

5. Membership

A. Faculty members eligible to serve as voting members of the Faculty Council are faculty members who are: (1) at least half-time, (2) not in their first regular semester of service, and (3) not serving in an administrative capacity above the level of department chair or the equivalent.

5C1 Twenty-eight members shall be elected in staggered terms by college/school on the principle of one person one vote, as specified in the next sentence, but no college or school shall have more than fourteen representatives. Thus any college or school that has a majority of the faculty members would have fourteen representatives, and the appointment of seats from each of the other colleges and schools would, as closely as possible, reflect the proportion of faculty members in that college or school; should no college or school have a majority of faculty members, all representation would be apportioned in relation to the proportion of faculty members in each college or school. Each college or school must have at least one representative on the Faculty Council.

### The list of faculty received

Total Number of Records = 1,147 (1,147-8 = 1,139 unique individuals/Headcount)

Number of People with 2 Records = 8

Faculty with FTEs >= 0.5 = 927-29-3-3-1-38 = 853 (Eligible Voting Faculty Members)

First Regular Semester of Service = 29 (CEHD=2, CLA=6, Management=2, MCNHS=13, CSM=6)

Faculty Post Retirees = 3 (CEHD=1, CLA=1, MCNHS=1)

Research Assistant Professors = 3 (CSM=3)

Visiting Professor = 1 (SFE=1)

Non-Unit Professionals = 38 (serving in an administrative capacity above the level of department chair or the equivalent)

College	Spring 2024		FC Reps 2019-20	FC Reps 2020-21	FC Reps 2021-22	FC Reps 2022-23	FC Reps 2023-24	% FC Seats
	HDCI	%						
College of Liberal Arts	380	44.55%	12	12	12	12	13	46.43%
College of Science & Math	157	18.41%	4	4	4	4	4	14.29%
College of Management	91	10.67%	3	3	3	3	3	10.71%
Manning College of Nursing & Health Sciences	119	13.95%	3	3	3	3	3	10.71%
College of Education & Human Development	77	9.03%	2	3	3	3	3	10.71%
Global Inclusion & Social Development			1					
McCormack School			1	1	1	1		3.57%
School for the Environment	20	2.34%	1	1	1	1	1	3.57%
Honors College	2	0.23%	1	1	1	1	1	3.57%
Provost's Office (ASSUS/SEAS)	7							
Grand Total	853		28	28	28	28	28	

### (ii) Vacant Seats for the 2024 Election

Sommer Forrester, CLA (Performing Arts) 2021-2024

Gretchen Umholtz, CLA (Classics and Religious Studies) 2022-2024

Amit V. Patel, MGS (Public Policy & Public Affairs) 2023-2026 (*MGS Integrated into CLA*)

Joel Fish, CSM (Mathematics) 2021-2024

Neil Reilly, CSM (Chemistry) 2021-2024

Kai Zou, MCNHS (Exercise and Health Sciences) 2021-2024

Kui (Andy) Du, CM (Management Science and Information Systems) (2021-2024)  
Eugene Gallagher, School for the Environment, 2023-2026 (*Retired*)  
Zong-Guo Xia, At-Large Seat for Full Professors, 2022-2025 (*Sabbatical Leave*)  
**(iii) 2024 Election Committee**

Professor **Timothy Oleksiak**, the Chair of the 2023 Election Committee, has already generously volunteered to serve as the **Chair of the 2024 Election Committee**. **Nurul Aman** and **Jason Rodriguez** have volunteered to assist in the process.

**Question:** Is it typical for chairs to intervene in their faculty council participation?

**Answer:** It is a possibility that a chair can suggest to not run for election, it is ultimately up to the individual to decide if they want to run, or to continue to serve.

#### **IX. Academic Program Review & Approval, The Executive Committee of the Faculty Council**

*“The proposal, Music Education Track, has reached the Faculty Council step and is eligible for inclusion within an agenda. As an Agenda Administrator, you are responsible for making a decision on behalf of your committee. You may make your decision on the proposal or you may place this proposal on an agenda for the next committee meeting.”*

*“The Music Education track [under the existing Bachelor of Music Degree] will offer undergraduate students a comprehensive music education curriculum in preparation for the professional field of music teaching. The proposed track would not impact the requirements for the existing B.A. in Music, nor would it impact the current relationship pre-service music teachers have with the College of Education in terms of course requirements and authorization to complete the licensure program.”*

*“The purpose of this proposal is to codify what we are already doing and have this as a signaling device for incoming and current students.”*

We strongly support the development of such programs designed to best serve our students and greatly appreciate the outstanding efforts and valuable contributions of our faculty.

However, the request for review and approval by the Faculty Council ignores one of the fundamental guiding principles of our Constitution and weakens one of the pillars in shared governance. The Constitution of the Faculty Council, Approved by the Board of Trustees September 30, 2021 and Amended November 9, 2020, ([https://www.umb.edu/media/umassboston/content-assets/faculty-staff/UMass\\_Boston\\_amended\\_Constitution\\_BoT\\_approved\\_9-30-2021.pdf](https://www.umb.edu/media/umassboston/content-assets/faculty-staff/UMass_Boston_amended_Constitution_BoT_approved_9-30-2021.pdf)) clearly states that *“The colleges and schools shall have jurisdiction over their own undergraduate programs. The Faculty Council shall have jurisdiction over matters of educational policy that have Campus-wide effect or that require coordination between colleges, schools, or programs.”*

If we wish to assume the responsibility of reviewing and approving the undergraduate programs, it would require (1) a much broader discussion, (2) the concurrence of college/school governing bodies, and (3) the amendment of our constitution.

This newly modified process is also inconsistent with the established policies, standards and procedures of the UMass Board of Trustees and the Massachusetts Board of Higher Education.

**Doc. T92-012, as amended**  
**Passed by the Board of Trustees**  
**April 8, 1992**  
**Revised: 8/6/97**

**UNIVERSITY OF MASSACHUSETTS**  
**PROCEDURES FOR UNIVERSITY APPROVAL OF NEW ACADEMIC DEGREE**  
**PROGRAMS, PROGRAM CHANGES, AND PROGRAM TERMINATION**

[https://www.umassp.edu/sites/default/files/board-policies/T92-012-Academic%20Degree%20Programs\\_rf012021.pdf](https://www.umassp.edu/sites/default/files/board-policies/T92-012-Academic%20Degree%20Programs_rf012021.pdf)

**POLICY AND PROCEDURES: CHANGES TO EXISTING ACADEMIC DEGREE PROGRAMS**

“Once approved, an Academic Degree Program may not be materially and substantially changed unless and until it has been reviewed and approved under a process deemed appropriate by the Vice President for Academic Affairs. A brief written description should be submitted to the Vice President for Academic Affairs who will determine whether the proposed change should be reviewed under the same procedures applicable to new programs or under some less comprehensive procedure, as he or she shall specify. ***Proposals to offer new concentrations, tracks, options, certificate programs or the like within existing degree programs will not be considered material or substantial changes. However, campuses proposing such changes are required to send a written notice to the President and the Board of Higher Education 60 days prior to announcing the change.***”

**MASSACHUSETTS BOARD OF HIGHER EDUCATION**

<https://www.mass.edu/foradmin/academic/publicnewdegrees.asp>

***“A public college or university expecting to offer either (a) new certificate programs under 30 credits, or (b) new minors, concentrations, tracks, or options within existing approved programs, must notify the DHE in writing at least 60 days prior to announcing such program changes. Notice must come from the institution’s Chief Academic Officer and be addressed to the Deputy Commissioner for Academic Affairs and Student Success. It should be sent electronically with documents in WORD DOC format, and include the rationale for the new certificate and a curriculum outline form.”***

On the other hand, the UMass Boston Curriculog Proposal Guidelines considers proposals to offer new concentrations, tracks, options, certificate programs or the like within existing degree programs substantial changes that “**require three levels of faculty review (the department, the college, and Faculty Council) and two levels of administrative review (Dean and Provost).**” The UMass Boston Curriculog indicates that “**The process of building a new minor, concentration, track, or a certificate of less than 30 credits requires off-campus review after on-campus review. The Provost's Office will issue an approval after receiving notification from the Board of Higher Education. The program can be announced 60 days after the date of the letter from the Board of Higher Education that grants approval of the new program.**” The process and the requirements directly contradict the established policies, standards and procedures of the University of Massachusetts Board of Trustees and the Massachusetts Board of Higher Education.

**Be it moved** that we respect and restore the jurisdiction of the colleges and schools over their own undergraduate programs;

**Be it further moved** that we strictly follow the established policies, standards and procedures of the University of Massachusetts Board of Trustees and the Massachusetts Board of Higher Education for the review and approval of new academic degree programs, program Changes, and program termination; and

**Be it finally moved** that we carefully review our Curriculog Proposal Guidelines and other related documents and insure their compliance to the Constitution of the Faculty Council and the established policies, standards and procedures of the University of Massachusetts Board of Trustees and the Massachusetts Board of Higher Education.

**Discussion:** One Faculty member brought up that a lot of procedures have been implemented in Curriculog, but may have not been tested. It is important to make sure we all test them when we can. One other member commented in favor of Curriculog revision as well with allowing the opportunity for feedback in the system. Additionally, it was commented that UMass Boston has been going through a drought of new programs. Only two programs have been implemented since 2017, and these two programs are some of the strongest programs currently.

*23 votes in favor*

*Motion Approved*

## **X. Periodic Review and Evaluation of Senior Administrators**

### **Doc. T93-080**

*Passed by the Board of Trustees*

*August 11, 1993*

### **UNIVERSITY OF MASSACHUSETTS**

### **POLICY ON THE REVIEW AND EVALUATION OF SENIOR ADMINISTRATORS**



[https://www.umassp.edu/sites/default/files/board-policies/T93-080-Evaluation%20of%20Senior%20Administrators\\_rf012021.pdf](https://www.umassp.edu/sites/default/files/board-policies/T93-080-Evaluation%20of%20Senior%20Administrators_rf012021.pdf)

***“Each campus Chancellor shall conduct a review and evaluation of the Vice Chancellors, Provost and academic Deans/Directors on the campus at least every five years, or more frequently if he or she deems it appropriate, or as directed by the President or the Board of Trustees.”***

***“Such a process provides the Board of Trustees with an assessment of how effectively these administrators are guiding the University in such areas as academic, financial, and student affairs; personnel management; and community relations. The review process goes further, however, and is intended to support and strengthen the performance of the President and Chancellors. Specifically, the review process provides an opportunity for the President and Chancellors to review institutional and campus goals and priorities; a framework for assessing individual, campus, and University progress in relation to these goals and priorities; and an opportunity to assist the President and Chancellors by suggesting areas for attention that could enhance the quality of their leadership.***

***The formal evaluation and review of the President and the Chancellors shall, at a minimum, address the following broad areas: administrative and academic leadership and management; institutional and campus goals and priorities; sensitivity to the needs of the University and the campuses; and internal and external relationships.”***

A review and evaluation of the Vice Chancellors, Provost and academic Deans/Directors will clearly serve many of the same useful purposes.

**Be it moved** that the UMass Boston administration resumes such required review and evaluation of senior administrators immediately for more effective leadership, precise alignment of our goals and priorities with the mission of UMass Boston, improved measurable outcomes, much better accountability, and higher transparency.

**Be it further moved** that a schedule of review and evaluation of senior administrators is announced to the university community and posted at the relevant website for public information before the end of AY 2023-2024 (May 2024).

*23 votes in favor*

*Motion Approved*

## **XI. Other Requests for Information/Data, Updates and/or Actions from the 12/11/2023 Open/General Faculty Meeting**

**(i) Notification of Campus Hate Crime** (attached)

**From:** Chancellor Marcelo Suárez-Orozco and Provost Joseph Berger <news@umb.edu>

**Sent:** Tuesday, December 5, 2023 9:08 AM

*The investigation is still in process. This is in reference to the previous vandalism occurring in the restrooms. Information cannot be shared since the investigation is still continuing.*

**(ii) Faculty Searches for the Department of Africana Studies**

*E-mails and CVs have been distributed.*

**(iii) Improvements of Mental Health Services at UMass Boston (Karen R. Ferrer-Muñiz, Vice Chancellor for Student Affairs)**

**Question:** Will the Emergency Mental Health Certification training make its way back?

**Answer:** Training will come back.

**Question:** What is available for remote/online students?

**Answer:** We do offer telehealth services by our own staff for these students.

**(iv) Request from the Faculty Council Quantitative Reasoning Subcommittee for the Interim Reports on the Initiative to Enhance Student Success through Mathematics (IESSM)**

**Question:** Will there be a decision made by the end of the semester?

**Answer:** There will be a decision made, however part of that decision requires the response by the IESSM.

Along with the long story behind the previous methods of testing, remedial courses, and current platforms being used, the Provost agreed that there is need for a more holistic approach to Quantitative Reasoning testing and instruction. It is assured that planning and action will take place to address this issue in a well-thought manner.

**(v) Creating a Technology Enhanced Facility for Proctored Testing**

**(vi) A Systematic Study on Our Increased Reliance on Non-Tenure-Track (NTTs) Faculty and Associate Lecturers to Meet Our Instructional Needs**

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023						
	HC	HC	HC	HC	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE
Professor	122	117	111	120	126	122	129	126	125	123	125	123	136	132	143	142
Associate Professor	199	220	229	237	238	237	241	234	233	230	233	230	229	224	225	222
Assistant Professor	170	168	172	159	148	147	127	126	119	119	119	119	99	99	107	107
Instructor	3	7	1						Duplicate of 2021 (Data Errors)							
Lecturer	725	759	725	623	602	354	526	351	529	359	529	359	530	359	536	353
Not Faculty			3	5												
Unknown					49	48	112	53	139	67	139	67	140	62	138	58
Grand Total	1,219	1,271	1,241	1,144	1,163	908	1,135	890	1,091	868	1,145	898	1,134	876	1,149	883
Tenured	302	317	324	338	349	349	349	349	353	353	345	345	344	344	360	
Tenure-Track/Non-Tenured	179	179	182	167	148	148	125	125	122	122	119	119	100	100	107	
Non-Tenure Track	169	208	210	201	224	223	312	253	209	209	235	235	230	230	242	
Part-Time	563	562	521	429	427	179	327	152	398	179	433	191	440	191	432	
Part-Time Tenured	5	5	4	10	13	7	19	9	8	4	13	8	20	10	8	
Part-Time Tenure-Track	1		2	1	2	1	3	2	1	1						
	1,219	1,271	1,243	1,146	1,163	907	1,135	890	1,091	868	1,145	898	1,134	876	1,149	

(Data Source: Faculty and Staff Dashboards, The Office of Institutional Research, Assessment, and Planning, UMass Boston)

Faculty in Fall 2023 = 860 (FTEs) + 12 (Restricted)

(Data Source: Board of Trustees, December 11, 2023, FY25-29 Financial Forecast)

Faculty Headcount in Fall 2023 = 1,149 (360 Tenured, 107 Tenure-Track/Non-Tenure, 242 Non-Tenure Track, 432 Part-Time)

Faculty Headcount in Fall 2023 = 1,149 (143 Professor, 225 Associate Professor, 107 Assistant Professor, 536 Lecturer, 138 Unknown)

Faculty FTEs in Fall 2023 = 883 (142 Professor, 222 Associate Professor, 107 Assistant Professor, 353 Lecturer, 58 Unknown)

(Data Source: Faculty and Staff Dashboards, The Office of Institutional Research, Assessment, and Planning, UMass Boston)

657 Lecturers [Service End Date: 2023-12-16 = Date of the Last Paycheck in CY 2023] (Headcount of Unique Individuals: 335 Associate Lecturers, 136 Lecturers, 101 Senior Lecturers, 48 Senior Lecturers II, 37 Senior Lecturers III)

(Data Source: Statewide Payroll of the Office of the Comptroller, The Commonwealth of Massachusetts)

We respectfully request a list of courses (including the course number and title, the number of credits, graduate versus undergraduate, with labs, writing intensive, and/or other special requirements) and the number of students enrolled in each of the courses for each of the 1,149 full-time and part-time faculty members of all ranks (including the name, unique university ID, faculty position title, full-time or part-time, and tenure status).

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

- Chancellor – Marcelo Suárez-Orozco
  - *Report Attached*
- Provost and Vice Chancellor for Academic Affairs – Joseph Berger
  - *Report Attached*
  - *Dean Search: hopefully will have full-time Deans for SFE and CSM by September 1<sup>st</sup>, CLA will not have a new search this upcoming year, Honors College process will be reviewed for the upcoming year.*
- Vice Chancellor for Administration & Finance – Kathleen Kirleis
  - *Report Attached*
- Faculty Representative to the Board of Trustees – Sana Haroon
  - *Report Attached*
- Representative from the Faculty Staff Union – Caroline Coscia
  - *Report Attached*
  - *Election time!*
- Representatives from the Graduate Employee Organization – Jonathan Vega-Martinez
  - *Report Attached*
- Representative from the Graduate Student Government – Chirag Nemani
  - *The Parent Project, new elections upcoming*
- Representative from the Undergraduate Student Government – Kaushar Barejiya
  - *USG will facilitate some of the community sessions for the new Deputy.*

## **VIII. New Business**

## **X. Motion to Adjourn**

*Adjourned*

# **UMass Boston Faculty Council Bylaws**

**Amended and Approved by the Faculty Council on December 4, 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. Parliamentary Procedures**

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

### **3. 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 24.)

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.

#### **4. 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.

## **5. 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.

## **6. 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.

## **7. 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.

## **8. 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.

## **9. 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.

## 10. 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 that 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.

## **11. 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; and
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 that 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.

## 12. 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 10C, "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.

### **13. 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 10C, "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.

### **14. 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 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: Voting Members: Refer to Section 10C, "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.

## **15. 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 10C, "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, 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.

## **16. 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;
  - 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 10C, "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.

## **17. 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 10C, "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.

## **18. 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 10C, "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.

## **19. 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; and
2. Work with administrative committees to exercise jurisdiction to adjudicate individual cases as specified in any discipline and grievance or restorative justice policies that 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 10C, "Committee Membership," with five students chosen by the Undergraduate Student Government and the 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.

## **20. 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 10C, "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.

## **21. 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 10C, "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).

## **22. 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 10C, "Committee Membership."

### **23. 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 (23A1) 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 10C. "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.

### **24. 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. The proposed procedure shall include selection of the voting medium (e.g., paper ballot or choice of software). It must address the resolution of ambiguous votes, invalid votes, and 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 10C, "Committee Membership."

## **SPECIAL ASSISTANT TO THE CHANCELLOR, BLACK LIFE ON CAMPUS**

Reporting directly to the Chancellor in this 50%-time, 12-month position, the UMass Boston faculty member appointed to succeed Dr. Joseph N. Cooper as Special Assistant to the Chancellor for Black Life on Campus (the “Special Assistant”) will build upon Dr. Cooper’s accomplishments and work across all academic and business units to identify opportunities for enhancing the UMass Boston experience for, and celebrating the contributions of, Black members of the University community. This will be accomplished by collaboratively developing goals with leaders across campus, devising plans to achieve those goals, and implementing the same. The successful candidate for this role will be appointed for an initial term commencing on June 1, 2024 and currently expected to extend through May 31, 2026, with the possibility of term extensions thereafter at the discretion of the Chancellor. The Special Assistant also will have the opportunity to shadow and work in a transitional capacity with the current Special Assistant, Dr. Cooper, during the spring 2024 semester.

Joining a supportive leadership team in the Chancellor’s office, the Special Assistant is expected to partner closely with and advise leaders across the University on fostering conditions within their units, and on-campus in general, in which Black faculty, staff, and students may thrive, connecting these leaders with the resources, training, and strategies that they need to carry out their work in an inclusive and equitable way. Toward this end, the Special Assistant will be a strong relationship-builder, an excellent communicator, and a person with a demonstrative commitment to diversity and inclusion efforts who is adept at maneuvering in a complex university environment. They will work closely with the Chancellor and Provost to review programs, services, resources, and current issues that impact the University’s progress in matters of diversity, equity, and inclusion, particularly as they pertain to Black life on campus. The Special Assistant will be responsible for providing guidance, training, and resources to support campus leaders in accomplishing shared goals.

The Special Assistant will collaborate with other members of the Chancellor’s leadership team in developing and executing a vision for a more diverse and inclusive campus, with a particular focus on the needs of the Black community. They should possess a deep understanding of the academy in order to stimulate important institutional discussions, pose challenging questions, and offer insightful solutions on complex topics in order to help the University achieve its aspirations. They will work collaboratively to further define diversity, equity, and inclusion in alignment with the University’s mission as it pertains to Black life.

The Special Assistant will continue to position this role as a center of collaboration that drives visionary change and provides resources and support to constituents across the University. They will help to motivate, educate, coordinate and capitalize on current momentum and will serve as a guiding voice on Black-life-related matters. As an agent of organizational change, the Special Assistant will focus on the empowerment of others to assess, identify needs, and implement plans of action within and across various units. The Special Assistant must galvanize others and enroll them in the shared endeavor of Black-life-related diversity, equity and inclusion work that necessarily comprises multiple moving parts and different contexts.

The Special Assistant will work in collaboration with the Provost, deans, and faculty governance to support the incorporation of curricular content that reflects diverse Black-life-related perspectives into the educational experience.

The Special Assistant will be a trusted collaborative partner who can effectively engage with academic affairs, individual colleges, student affairs, the office of diversity, equity and inclusion, human resources and other campus constituents while understanding the context of the University's administrative organization and the principles of shared governance set forth in the Wellman Document. It is imperative to the success of this position that key stakeholders across the University view the Special Assistant as a knowledgeable partner, excellent interpersonal communicator, and supportive colleague.

The Special Assistant should partner with others on campus to help identify program-specific opportunities for resource generation and external funding, thereby fostering a spirit of entrepreneurship and an eye for creative partnership opportunities. In conjunction with the Vice Chancellor for Advancement, the Special Assistant will endeavor to work with faculty to develop new resources and increase fundraising for scholarships, faculty research, and initiatives to enhance scholarship and practice pertinent to Black life at UMass Boston.

The Special Assistant will lead the design and implementation of systems for continuous assessment of progress toward the University's goals of enhancing and celebrating Black life on campus. Committed to data-driven leadership, they will bring and deploy knowledge of how institutional data can be used to benchmark progress and promote accountability across various efforts, teams, and initiatives. They will report these results to campus constituencies and use these results as progress indicators to support further strategic planning.

It is important to note that this role is a dynamic one and is expected to evolve at the Chancellor's discretion.

## **QUALIFICATIONS**

An accomplished academic in a tenured faculty position within the UMass Boston community who possesses extensive knowledge of diversity, equity, and inclusion practices, and their application to Black life in particular, sufficient to participate in conversations at the highest levels of the University and with constituents beyond the University such as alumni, local officials, community groups, and national organizations. In addition, they will bring many of the following professional and personal experiences, qualifications, and characteristics:

- A tenured member of the UMass Boston faculty holding a Ph.D. or other terminal degree;
- An understanding of the Black community at UMass Boston and a demonstrated ability to work with and on behalf of the members of that community to promote equity and inclusion;
- Work experiences that demonstrate an understanding of diversity, equity and inclusion issues within a complex higher-education institutional setting;
- A strong understanding of and commitment to the mission of a higher-education institution, with specific knowledge related to working within a highly unionized environment;

- A strategic, collaborative leadership style and the ability to build positive relationships with a wide range of constituencies and stakeholders;
- Demonstrated ability to articulate a compelling vision, supported by skills in effective strategic planning, curriculum and resource development, and assessment;
- Strong communication skills;
- Demonstrated ability to assess, evaluate and effectively lead transformational change;
- An understanding of the procedural apparatus for responding to bias-motivated incidents when they occur on university campuses;
- Anticipatory, solution-oriented thinking around broad cultural and societal concerns;
- Experience in soliciting and securing funding from external sources.
- Demonstrated leadership experience with generating a positive environment of diversity, equity, and inclusiveness for students, faculty, and staff.

**From:** Chancellor Marcelo Suárez-Orozco and Provost Joseph Berger <news@umb.edu>  
**Sent:** Tuesday, December 5, 2023 9:08 AM  
**To:** Zong-Guo Xia <ZongGuo.Xia@umb.edu>  
**Subject:** Notification of Campus Hate Crime

[View this email online.](#)

To the Campus Community,

Monday evening, we were made aware that bathrooms in several buildings on our campus had been defaced with hateful and vile antisemitic graffiti. Immediately, along with other campus leaders and law enforcement officials, we inspected the sites of the vandalism.

There can be no equivocation on what this is: a hate crime that strikes at the heart of who we are. And we should all be outraged that this reprehensible, cowardly behavior has infiltrated the UMass Boston community.

We cannot idly stand by when targeted actions of hate are perpetuated in the midst of our community. Among the principal lessons from the history of antisemitism is a call to disavow and condemn antisemitism of any kind in all its immoral forms, unequivocally and decisively. In our agency, in our moral compass, indeed in our inherent humanity we are called to ensure that in our institutions, decency and justice prevail.

As a university community, we recognize that the power of knowledge resides in how it helps us develop informed convictions that drive principled actions to repair the world. Indeed, it is expected that we approach complex and difficult issues with knowledge, understanding, empathy and insight. In other words, it is on us to welcome the hard, emotionally fraught, and intellectually intense conversations that deepen our understanding of current conflicts around issues of 'place', persecution, and freedom.

Last evening's craven acts of bigotry, intolerance and hatred are the antithesis of this. They are the antithesis of a way forward to understanding and healing. And they are the antithesis of who we are, as Beacons.

As we process this as a community, we must reject antisemitism in all of its forms and remain vigilant in modeling antiracist norms and behavior, a pillar of UMass Boston's ethos, by cherishing the values we hold dear – our relentless pursuit of knowledge, and our rigorous quest for truth and justice.

We are conducting a thorough criminal investigation and will do everything we can to ensure that the perpetrators of these acts of hate and vandalism are held accountable. If you have any information regarding these incidents, please contact the UMass Boston Police Department at 617-287-5555.

We encourage anyone who is in need to seek guidance and support. The University's Counseling Center, the Dean of Students Office, and the Office of Global Programs are available resources. Those seeking solace are welcome to contact our [Counseling Center](#), available 24/7, by calling 617.287.5690. For employees, [ComPsych Guidance Resources](#) provides support 24 hours a day, 7 days a week. This service is confidential and free for all faculty, staff, and members of your household. Contact information is: 844.393.4983; TDD, 800.697.0353; or [guidanceresources.com](#), using the web ID UMASS. Students, faculty, and staff may also access [Interfaith Campus Ministry](#) services for additional support and guidance.

We ask that you join us in condemning this cruel and misguided attempt to divide the UMass Boston community. We are much, much better than this.

In solidarity,

Marcelo Suárez-Orozco, Chancellor

Joseph Berger, Provost and Vice Chancellor for Academic Affairs



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**From:** Pratima Prasad <Pratima.Prasad@umb.edu>

**Sent:** Friday, February 2, 2024 7:09 PM

**To:**

**Cc:** Caroline Coscia <Caroline.Coscia@umb.edu>; Zong-Guo Xia <ZongGuo.Xia@umb.edu>

**Subject:** Africana Studies search update

Dear CLA senators,

(Apologies if my distribution list is not accurate; please forward as you see fit).

I am writing to update you on the Africana Studies faculty search.

Outcome: I am happy to report that on Thursday 2/1/2024, we concluded a successful search for three TT positions (two senior and one open rank) in the Africana Studies department. The following three faculty members have accepted these positions and will be joining UMass Boston (their CVs are attached):

Dr. Bayyinah Jeffries (who has also accepted the position of department Chair)

Dr. Derrais Carter

Dr. Sheldon George

Process:

During senate meetings, I have fielded questions regarding the process leading up to the first round interviews. After first-round interviews, the search committee recommended nine candidates for on-campus interviews. As you already know, the nine finalists visited campus in December 2023. Faculty members within the Africana Studies department as well as stakeholders in the University community were invited to interact with the candidates in one or more of the following venues: job talks (with the option to attend in person or on Zoom), meetings with faculty, and lunch. This very complex process went off smoothly thanks to the efforts of the search committee members, in particular committee chair Professor Dania Francis who publicized meetings, created sign-up sheets, and coordinated events with the administrative assistant of Africana Studies, Isabelle Ribeiro Antoine (Belle). Belle's contributions were integral to the process, as she prepared flyers, ordered meals, set up zooms, chaperoned candidates and much more. Professor Francis and the search committee also solicited input from all those who interviewed or interacted with the candidates through a Qualtrics survey; approximately 90 responses were received.

In early January 2024 (after the winter break), the search committee made a thorough and thoughtful rank-ordered recommendation for the three positions, with an additional rank-ordered consideration for the position of chairperson. I followed the recommendation of the search committee, with the approval of Provost Berger. Because of the unique nature of the cluster hire, which included the search for a chairperson, offers were made sequentially rather than simultaneously. Hence, it took a few weeks for the process to be completed.

All hiring managers must maintain confidentiality when negotiating offers. In this case, that attention to confidentiality was even more salient because two internal candidates were in the finalist pool. Until yesterday (2/1), when the third selected candidate signed their offer letter, several candidates in the pool—both internal and external—may have still been in the running for one of the three positions. As you all know, candidates in a search can only be informed of the final outcome of their own candidacy, not where they stand in the rank order, nor of offers being made to other finalists. Since both internal candidates are well known to the community and have close relationships with members of our community, it was imperative to keep all details regarding selected candidates and offers completely discreet and confidential. As the hiring manager, I therefore only allowed the members of the search committee and CLA Associate Deans within this veil of confidentiality.

Once the third and final selected candidate signed their offer letter, I sent an email informing Professor Jemadari Kamara, the senior TT faculty member of the department. Next, I informed Belle, the Africana Studies administrative assistant, who will be working closely with the future chair of the department and the new faculty members. Today, Friday 2/2, I informed all non-selected finalists of the outcome of their candidacy.

I hope you will all welcome Professors Jeffries, Carter and George as they join our faculty ranks.

Best,  
Pratima

## **UPDATES**

### **Enrollment Update**

I am pleased to provide the following overview of Spring 2024 enrollment and an early read on admissions activity for Fall 2024:

#### **Spring 2024 Enrollment**

- The Total University headcount for Spring 2024 is up by 3.5%, and there are nearly 500 more students than last spring.
- New master's enrollment is up by more than 8% due in large part to the growth of in-state students.
- New undergraduate enrollment for Spring 2024 is down by 35 students due to some challenges with international student conversion and visa issuance.

#### **Fall 2024 Preview**

- We are days away from the Fall 2024 February 15<sup>th</sup> Regular Decision deadline for first-year students.
- Applications are currently up by ~4.5% over Fall 2023.
- Admits are currently up by ~18% due to gains in admissions processing and application review.
- The Undergraduate Admissions Office is actively recruiting Fall 2024 transfer applicants and reviewing applications. Transfer application activity will ramp up in spring and early summer.
- Early graduate application numbers for Summer and Fall 2024 are promising with application volume on par with last year.

#### **Upcoming Events**

- The Office of Undergraduate Admissions will be hosting two large-scale "Welcome Day" programs for admitted students on Saturday, March 23<sup>rd</sup> and Saturday, April 6<sup>th</sup>. We appreciate the presence of faculty and staff at these important yield events as we connect with admitted students and families from around the country. Thank you in advance for your presence and support, and special thanks to Vice Chancellor John Drew and our enrollment colleagues for the critical work they do throughout the year.

### **Chancellor's Inauguration and Celebration of UMass Boston 2.0**

Following up on a campuswide e-invitation last week, I invite all of you to save the date and make plans to attend an upcoming celebration on our campus on April 5, 2024. On this day at

11 am, we will host a formal inauguration of me as Chancellor of UMass Boston. This day will be more than an inauguration; it will be a celebration of UMass Boston 2.0 and our many achievements over the past few years, and it will also include the official unveiling of our stunning new quad. We anticipate that many distinguished guests and leaders from within the City of Boston and across the Commonwealth, as well as leaders from the higher education landscape, will join President Meehan, our trustees, and the entire campus community. Please see our website for the latest information: [umb.edu/inauguration](http://umb.edu/inauguration). While I have had the honor of serving as Chancellor for over three years now, the formal installation ceremony has not taken place during the past few years due to a number of factors (the COVID pandemic was, of course, the main factor during my arrival in 2020).

### **New Balance Gift & Institute Announced**

In December 2023, we shared an [exciting announcement](#) about the transformational \$10 million gift from New Balance Athletics to establish the New Balance Institute for Innovative Leadership in Sport. The institute will complement our New Balance Sport Leadership and Administration program by providing new faculty and bolstering scholarship funding to increase enrollment to up to 300 students annually. We are thrilled to see our collaboration with New Balance expand and evolve into what is clearly a unique, cutting-edge, and popular academic program at UMass Boston.

### **Metro South Chamber of Commerce**

Also, in December, I was pleased to serve as the keynote speaker at a standing-room-only Metro South Chamber of Commerce holiday luncheon in Brockton. This event provided us the opportunity to highlight all that we are doing at UMass Boston in support of our students and their success. The audience included leaders of businesses, nonprofits, local elected officials, and leaders of educational institutions in the Brockton area including Massasoit Community College. I look forward to visiting Massasoit's president this spring to strengthen our ties further with one of several community colleges with whom we partner in the Commonwealth.

### **Health Equity Compact Forum**

We recently convened a forum with the Health Equity Compact to extend the conversation on health equity in Massachusetts. The forum addressed last year's Blue Cross Blue Shield Foundation *Cost of Inequity* report which noted that health inequities in Massachusetts resulted in an annual economic burden of \$5.9 billion. The event was attended by policymakers, business leaders, and representatives of healthcare providers, insurers, and nonprofits with an interest in collaborating to embed health equity across the Commonwealth. The forum also generated support for a proposed legislative initiative – An Act to Advance Health Equity –

which would aim to transform the Massachusetts healthcare system into one that is more inclusive, equitable, and sustainable. All of this is consistent with advancing the health equity work in our strategic plan, *For the Times*.

### **UMass Boston Hosts TedX Boston Talks**

In early January, UMass Boston collaborated with TedxBoston and hosted a TedxBoston event on campus. Spearheaded and co-hosted by entrepreneur and proud UMass Boston alumnus Paul English '87, G'89, H'19 and TEDxBoston organizer John Werner, the gathering showcased the existential work of local nonprofit leaders who are making transformative change across the city and the world. For one of the TEDx talks, I had the pleasure of sitting down with Paul English; our conversation focused on UMass Boston and the newly established Paul English Applied AI Institute at UMass Boston. The free event was open to the UMass Boston community and members of the public, drawing over 400 local guests including philanthropists, other nonprofit leaders, and interested members of the community. All presentations were recorded and will be posted to the TEDx website in the coming weeks.

### **Mayor Wu Announces UMB Partnership with BPS in State of the City Address**

At her annual State of the City address in January, Mayor Michelle Wu [announced a historic new partnership](#) between UMass Boston, Boston Public Schools (BPS), and the City of Boston to create the first University-assisted community school in Massachusetts – and New England – at the BCLA-McCormack School here on Columbia Point. This partnership builds on our longstanding work with BCLA-McCormack and our ongoing commitment to working reciprocally with our local public schools and communities. At my monthly appearance with GBH's Jim Braude and Margery Eagan I had the opportunity to expand on our vision for this unique partnership with the audience at the Boston Public Library and with listeners across the city.

### **UMass Boston Hosts Education Leaders to Plan Next Steps for Partnership with BPS**

Last week, I was honored to host Secretary of Education Patrick Tutwiler, Higher Education Commissioner Noe Ortega, BPS Superintendent Mary Skipper, members of Mayor Wu's team (Chief of Policy Mike Firestone and Dr. Rebecca Grainger, Senior Advisor for Youth and Schools), and BCLA-McCormack's Head of School, Ms. Ondrea Johnston, and their respective teams to discuss next steps for our recently announced partnership with BPS and the BCLA-McCormack School. During this meeting, each of these leaders expressed their excitement about our partnership with BCLA-McCormack. Secretary Tutwiler succinctly stated, "It is time to meet the moment." Superintendent Skipper added that the university-assisted school model "is not just something that the Chancellor has dreamt about. He's accomplished it at UCLA." She also noted that we – the City of Boston, BPS, and UMass Boston – will learn from best practices in Los

Angeles and New York and then find the model that works best for Boston. Provost Berger, Dean Tara Parker, and I are equally enthused about this new collaboration that has such enormous potential for BCLA-McCormack's teachers and staff, students, and their families, our own students and faculty, as well as residents within Dorchester and the entire City of Boston.

**Governor Healy Announces Climate Tech Initiative at State of the Commonwealth Address**

During her State of the Commonwealth address last month, Governor Healey touted a new Climate Tech initiative directed at supporting and scaling clean energy development and climate change mitigation. The initiative will facilitate partnerships with startups like Commonwealth Fusion, Sublime Systems, and Vineyard Wind, creating hundreds of clean energy jobs across an emerging "Climate Corridor" in the state. We are delighted that the Governor has prioritized making Massachusetts a climate innovation lab because this very much aligns with UMass Boston's innovative research, teaching, and community outreach efforts focused on climate resilience. In the months ahead we will share more exciting news on the role of UMass Boston in climate change and resilience in Boston Harbor and beyond.

## Provost's Update to Faculty Council February 5, 2024

I hope that everyone had a wonderful holiday season and that both your new year and new semester are off to a great start. Below, I am pleased to share a few key updates for this month's report:

### **Holistic Student Success**

I am delighted to report that the initial efforts that we have been making through numerous coordinated initiatives, including enhancing our student support infrastructure are seemingly making an impact, as we are seeing a noteworthy "uptick" in the retention of our continuing students. As we continue to implement numerous pointed refinements in student outreach and support, our fall-to-spring retention of first year students has increased 4.1%, moving from 83.4% last year to 87.5% for all undergraduates. The retention for first-time full-time undergraduate students was even stronger, increasing from 84.4% to 88.8%. Graduate student re-enrollment is also up, increasing 4.7% to 93.5% for part-time graduate students and 0.3% to 95.5% for full-time graduate students. I believe these evidence-based successes are a great starting point for even better progress in the future.

### **Faculty Searches**

We continue to 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 the core strength of our tenure-track faculty. To date, 13 of these searches have been successfully completed, in addition to three full-time NTTs we have hired for next year. I would like to note specifically, we have successfully completed the searches for three positions in Africana Studies, doubling the number of full-time faculty in the department. These new hires include the talented and accomplished Drs. Bayyinah Jeffries from the University of Tennessee, Derrais Carter from the University of Arizona, and Sheldon George from Simmons University.

As I have noted previously, this is the first year of a three-year rolling faculty hiring plan meant to strategically build our tenure-stream faculty core. We currently have 17 more tenure-stream faculty than we did at this time last year and with the large incoming cohort of new faculty joining us next year and the hiring to come over the next three years, we will have as strong of a base of tenure-stream faculty as we have ever had on campus. I also want to emphasize the importance of all faculty – tenure-track and NTT – as valued contributing members to our community. The current push to increase the number of tenure-stream faculty will help us restore a better balance of TT and NTT colleagues across campus in the coming years.

### **Academic Leadership**

It is with mixed emotions that I inform you that Dr. Robin Coté, Dean of the College of Science and Mathematics (CSM), will step down as dean and return to the faculty, effective at the end of this summer. I appreciate Robin's five years of admirable service in this role. Given his remarkable record of scholarship, I am pleased that Robin will remain dedicated to UMass Boston in this next chapter of his career in which he will be providing scholarly leadership in the fields of data science and quantum information as a distinguished professor. His work will build on the recently awarded \$5 million NSF-funded Expand Quantum Information Programs at UMass Boston (EQUIP-UMB) grant for which Robin is the Principal Investigator. Please join me in thanking Dean Coté for his contributions to CSM and UMass Boston. We will be launching an immediate national search for the next Dean of College of Science and Mathematics which will be chaired by Dean Bo Fernhall.

On a related note regarding decanal level searches, we are also launching a search for a permanent dean of the School for the Environment this month. This search will be chaired by Dean Venky

**FACULTY COUNCIL UPDATES**

**Provost Joseph Berger**

**Monday, February 5, 2024**

Venkatachalam. More information on both of these critically important searches will be shared in the very near future.

Finally, and with great pleasure, I would like to formally welcome Dr. Len Von Morzé to his role as the interim dean of the Honors College. Len is an accomplished scholar and leader and he is well-versed and dedicated to the Honors College. I look forward to working with him in his new capacity. Please join me in welcoming Len to his new role at the helm of the Honors College.



## Faculty Council Report

2/5/2024

Vice-Chancellor for Administration and Finance Kathleen Kirleis

1. UMass Boston is presently closing out 2<sup>nd</sup> quarter, which is due to the President's Office today. We currently are projecting an operating margin that will meet the required 1.5% operating margin that was put in place for all campuses this fiscal year. These results are possible due to continued focus on enrollment and retention, strong state support and increased levels of research and fundraising activity.
2. The FY25 budget planning process is underway. The budget is being planned using our strategic plan and the current incremental budget process. Provost Joe Berger is working with the colleges about this planning in Academic Affairs. Tuition and mandatory fees for FY25 will be going to the Board for approval at their April meeting. This approval allows students to know the cost of their education for the upcoming academic year, as well as their financial aid awards sooner than if the rates were approved in June. Our rest of our campus submission is due on March 28th and the entire operating budget for the campus will be going to the Board of Trustees for approval at their June meeting.

The state budget process is beginning and we will build in any changes in state support as they become known in the state's budgeting process.

### 3. Fair Share Act

UMass Boston has been awarded \$5.8M of Fair Share Act funding to address deferred maintenance needs. The projects funded by these funds need to have a DCAMM certified study unless under \$300,000 and be completed by 6/30/2025. Planning is underway with DCAMM on UMB's projects. Some projects tentatively being planned are the replacement of all the dead trees on campus (outside of the SDQD project), the consolidation of the UMass Boston Police Department spaces and air handling unit improvements for Wheatley and McCormack. A final list will be shared once it is planned and approved by DCAMM.

### 4. Travel and Expense Project

Work is underway on the university's new Travel and Expense system. The campus has begun to pilot the new system with some departments and the rest of the campus will be going live this semester. Please keep your eyes out for more information about the timing of the implementation for your department. The university system has information about the project at The [Travel & Expense website](#), which is live. The page contains a resource library with many micro-trainings and job aids. There is also direct support available to individuals with questions or who encounter issues. Simply:

- Email questions to [Travelexpense-services@umassp.edu](mailto:Travelexpense-services@umassp.edu)
- Fill out a form on [this website](#)

- Call the project with questions at (774) 570-5507
5. The SDQD Project is entering its final stages of completion. The Quad Lot opened on 1/16/2024 and I hope that those of you who drive to campus have a chance to park in this new lot yourselves as you head to our campus buildings. There is work being completed on the stairs to the Healey Library and the library entrance so that it will be able to open soon. The work between the Clark and Service and Supply Buildings as well as the final plantings will be done this spring.

**Report on the Meeting of the Committee on Administration and Finance and the Committee on Audit and Risk, Dec 11, 2023.**

**Presented to UMass Boston Faculty Council February 5, 2024**

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

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

**Committee on Administration and Finance**

**President's Report**

- Bonds provide a consistent funding source to address deferred maintenance backlog
- UMass needs to maintain state of the art facilities and keep investing in university.
- The administration on all campuses are working to get raises into people's pockets as fast as possible. Everyone worked all weekend to facilities getting the money out
- State support covers only a portion of these pay raises.
- Advisory working group on financial planning is tackling enrollment headwinds
- We are seeing unprecedented levels of intercampus sharing and collaboration.

**A&F Committee Report**

- Second meeting, December Cycle
  - Quarterly projection
  - Enrollment updates
  - 5-year financial forecast
  - Annual Clery report
1. Accountability framework
  2. Risk
    - Top ten risks listed, top risk is enrollment
  3. Financial Accountability Framework
    - I. Strategies that support enrollment
      - Have to use data to mitigate risk
    - II. MATRIX, tool for monitoring risk, incredible work, developing intellectual property
    - III. SPARC
      - a. Enrollment management:
        - Source system data
        - Added residency detail, and student demographics.
        - Can filter on student residency
        - Can filter on academic career
        - Strengthens analysis and can look at enrollment strategies
      - b. Strengthening data quality to support financial sustainability, financial accountability
    - IV. Enhancing compliance for international activities
    - V. UM-Plan

- a. Other tool
- b. Use student data as a foundation for planning
- c. Use PeopleSoft for data for forecasting
- VI. Enhancing compliance for international activities
- VII. Project Fast Lane
  - a. Launched in December 2022
  - b. System wide travel and expense project
  - c. Brought updated travel policy for a vote

### 3. Year End Financial Results

Improving operating margin

Campus wide operating margin is 3.7%

UMB=2.9% OM (compare to UMA, 6.9% and UML 1.2%)

Fiscal Health Score Card

Assigned a Moody's credit rating of Aa2 (Stable)

### 4. FY '24 Q1 projections

UMass Boston anticipates increased undergraduate and graduate enrollment, increased grant activity and ARPA funding. Budgeted 1% operating margin, projecting 2.3% operating margin. Total revenue 542M, total expenses 530M

### 5. Total enrollment up ½ percent

Discussion among Trustees

- *What have we done about the 67M deficit*
- *State has put us in a bad position*
- *If they want a first class university system, they have to pay for it. We have had no say in creating or managing this additional cost.*
- *Need a "power packed committee" to meet with the key legislators.*

Marty Meehan:

- *This has been an issue over the years. It has always been a challenge*
- *Unique to UMass, that we cannot even negotiate because parameters for raises set by the state*
- *Affects UMass more than community colleges, all residual services, research grants, make this a problem particular to us.*

### 6. Quarterly capital report

- Current capital plan includes 136 projects totaling 2.2 Bn
- Motion for approval of changes to capital projects list

- Reviewed Funding Sources (32% local funds, 6% external funds, 37% debt, 15% State, 11% Alternative Finance)

## 7. Action Items

- I. Action Item 1 Motion to Vote on Capital Projects
  - a. One project presented for Vote 1:
    - Approval Renovation of Flint Laboratory at UMA: 28M, all local funding
  - b. Seven projects presented for Vote 2:
    - One from UMB for Wheatley Façade repair, deferred maintenance project phase 1B  
 \$174M total, Vote 2 today is for 10.63M.  
 Project is split funded,  
 Was a president approved project, but because cost as exceeded 10M has to be approved by the board.
- II. Action Item 2 A&F Committee seeks authorization to issue debt in support of the University's capital plan
  - UMA 310 M
  - UMD 13 M
  - UML 78.25 M

***Approved***
- III. Action Item 3 Motion to approve non-unit personnel policy
  - Policy brings changes to the Board
  - Fulltime and Parttime professional staff
  - Exempts chancellor and athletic coaches
  - Chancellor determines non-unit salaries, up to 100K. The threshold hasn't been changed in 29 years.
  - Eliminates the threshold of 100K
  - President will adjust the threshold that requires his approval
  - Set at 200K
- IV. Action Item 4: Resolution to leverage university to address enrollment challenges
  - Lowell has experimented with this policy.
- V. Action 5: Appoint Chancellor UML as sole member of UMass Research Corporation

### **Committee on Audit and Risk**

1. Financial Highlights
  - 151 M increase in Operating Revenues

- 206 M Increase in Operating Expenses, wages and benefits, but offset by decline in scholarship expenses
- 296 M increase in Net Position
- 179 M decrease in long-term debt
- There was a brief discussion of how operating revenues and net position was calculated:

<b>Operating Revenues</b>		
Tuition and fees, net of scholarships	\$ 1,042,664	Net tuition & fees increased by \$35m or 3.5% from FY22, primarily a result increased rates.
Grants and contracts	746,350	
Auxiliary enterprises	475,591	Auxiliary revenue increased by \$41m or 10% from FY22, driven primarily by a \$30m increase at Amherst.
Sales and services	485,718	
Other operating revenues	121,654	Includes income from ForHealth Consulting programs, increased \$56m or 13% from FY22
<b>Total Operating Revenues</b>	<b>2,871,977</b>	
<b>Operating Expenses</b>	<b>3,808,229</b>	Consists of 56% for compensation and benefits, 29% for non-personnel costs, and 9% for depreciation. Overall, an increase of \$206m or 6% from FY22. Increase is largely due to increases in wage and benefit costs.
<b>Operating Gain(Loss)</b>	<b>(936,252)</b>	

*\$ in thousands*

<b>Operating Gain(Loss)</b>	<b>(936,252)</b>	
<b>Nonoperating Revenues (Expenses)</b>		
State appropriations	1,001,360	Direct appropriations primarily used to cover payroll, and associated state-funded fringe benefits. Increased by \$131m or 15% from FY22.
Interest expense	(129,132)	Includes Pell grants and HEERF funding. Decreased by \$121m or 55% from FY22. FY22 COVID funding decreased from \$137.7m to \$5.2m.
Nonoperating federal grants	100,533	
Other nonoperating income	171,521	Includes federal appropriations, non-endowed gifts, endowment distributions (\$44m in FY23), non-endowment investment income, and other non-operating income.
<b>Total Nonoperating Revenues (Expenses)</b>	<b>1,154,282</b>	
<b>Gain Before Other Revenues, Expenses, Gains And Losses</b>	<b>218,030</b>	Operating margin is calculated using this value less unrealized investment gains (\$3.6m) and postemployment accruals (\$62.1m). The FY23 operating margin was \$152.3m.
<b>Other Revenues, Expenses, Gains and Losses</b>		
Capital Appropriations	29,690	Increased \$221m from FY22 due to market fluctuations.
Endowment return, net	72,718	
Other	(24,418)	Includes capital grants, and gain and losses on sale/disposal of assets.
<b>Total Other Revenues, Expenses, Gains and Losses</b>	<b>77,990</b>	
<b>Total Increase in Net Position</b>	<b>296,020</b>	

- Important takeaway on Net Position: UMass is more highly leveraged
- We fall below AA2 rating bc of our available resources vs leverage ratio, therefore have a Single A credit rating.
- Review the debt portfolio annually. Get ready to approach the market and so they will look for opportunities. Restructuring during COVID was an example of looking for opportunities.
- Need to look at the forecast to anticipate what the debt service cost is going to be,
- Current forecast looks at current outstanding debt.
- Have modeled fixed rate debt at a rate that is higher than the marketplace. They are waiting for opportunities to take advantage of better rates.

- The numbers are good. Cannot take foot off the pedal. A lot of hard work and tough decisions went into this.

## 2. KPMG Report to the Audit Committee

Brock Romano (KPMG) and Sara Timmerman: Presented Independent External Auditor Report

### I. Overview:

- Many components that go into the financial statements.
- They anticipate issuing an unmodified opinion, a clean opinion.
- No material weaknesses, no significant deficiencies will be reported.
- There are also some compliance reports.
- A new accounting standard was adopted this year.
- There is some roll over debt.
- There is an uncorrected misstatement, funding of 11.3M was recorded as capital contribution but should have been recorded as a note payable. They have brought this debt onto the books in this period.

### II. Audit results

- Risk Management is in a position to commit fraud because it has the ability to override controls.
  - KPMG test journal entries
  - Gain an understanding of tuition, auxiliary and other procedures.
  - Trustee suggests that if there is a material journal entry that is caught as having been adjusted in audit, it should be reviewed all the way up the Audit Committee
  - Have to prevent controllers from making the adjustment
- Federal and state grants and appropriations are tested
  - To make sure they are accurately recorded
  - Census data is reviewed to make sure it is complete and accurate.
- Cash, Investments and investment income are tested
  - Price testing on securities
  - Review classification of balances
- Anything that is not liquid is with the foundation. Most stuff is in money markets or very short term holdings. Not invested in any long term bonds.
- Since June 1, 624M in alternative investments. All within the endowment.
  - Commentary:
  - *That is a lot of investment in alternative investments*
  - *300M redeemable within a year*
  - *100 M not redeemable*

- Nothing has been identified as a finding, status of the audit is very clean
- Want to do more AI-augmented activities. Heavily focused on utilizing AI. A younger generation of auditors will implement that change.

### III. Enterprise Risk Management Report

- Presented by Christine Packard
- It's a system wide program, an element as to how we view and understand risk. Connects initiatives to risk and helps mitigate them.
- There are campus based ERM committees, assess campus specific risks. ERM working group assesses system-wide risk, Assesses inherent exposure.
- MATRI: an in-house developed tool for assessing risk mitigation.
  - Documented activities across system than mitigate risk.
  - Adds another level of data relating to risk.
  - Doesn't establish where we are in establishing risk exposure.
- Data
  - ~ Risk exposure, the darker blue then more the unmitigated risk.
  - ~ Enrollment is the greatest unmitigated risk
  - ~ The ERM team has updated the list of priority risks
    - Enrollment
    - Information security
    - Facilities deferred maintenance
    - Financial sustainability
    - Student mental health
    - AI
    - International activities
    - Research is on the list, for exposure to the university

### IV. Internal Audit Report

- ARCM, presented by Kyle David
- Review of Internal Audit Activities
- 4 audits on each campus, list of locations and audits provided.
- Examine management's action plans to ensure risks are being mitigated.
- Observations considered higher risk have come down over the five year average
- Seeing continuous improvement
- Relationships with recruiters, filled IA vacancies
- IT spotlight: Data Center security



- 23 external audits are currently in process.

V. Move into Executive Session to discuss strategies for protection of university systems and data

## **Faculty Staff Union Report**

Spring semester activities range from elections to our annual meeting and of course, collective bargaining.

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

Our election process has begun. Nominations are now open and close on Friday, February 23, 2024.

For details including the full election schedule and nomination form, see the January 24<sup>th</sup> email from the Faculty Staff Union Elections Committee, subject line *Nomination Period for FSU Spring 2024 Elections*.

### **Save the Date: FSU Annual Meeting, April 23<sup>rd</sup> 3 to 5PM**

Each year we are required to hold an annual member meeting where we present reports, adopt bylaws, and adopt an annual budget. Please save the date and watch *Nuts & Bolts* for the meeting details.

### **Collective Bargaining for our 2024-2027 Contract**

Your Core Bargaining Team (CBT) has been working on proposals. At this time, the first bargaining session discussing proposals will take place just after Spring Break. The CBT will keep you updated.

### **FSU, MTA and Statewide Union Coalition**

In the past, our parent union, Massachusetts Teachers Association (MTA) government relations staff worked to obtain higher education raises. Other state unions were doing the same thing- working for their members. The past year, MTA, and other state unions (NAGE, ASFSCME and SEIU) have joined together and collectively are meeting with Administration and Finance officials to push for raises that meet and exceed inflation.


## FW: Your Written Report for the Faculty Council Meeting on 2/5/2024

Zong-Guo Xia <ZongGuo.Xia@umb.edu>

Mon 2/5/2024 8:13 AM

To: Zong-Guo Xia <ZongGuo.Xia@umb.edu>

Cc: Kevin E Kehl <Kevin.Kehl@umb.edu>

 1 attachments (19 KB)

Faculty Staff Union Report.docx;

Dear University Leaders, Representatives of the UMass Boston Governing Bodies,  
Councilors & Colleagues,

Good morning to all!

Attached are the two written reports received on Saturday and earlier today from

**(5) Representative from the Faculty Staff Union – Caroline Coscia (attached as a WORD document)**

**(6) Representatives from the Graduate Employee Organization – Chidimma Ozor Commer and/or Jonathan Vega-Martinez (GEO Organizing Committee Members) (email attached right below)**

Thank you all very much!

Respectfully & gratefully yours,

Zong-Guo Xia  
Professor of Earth & Environmental Sciences  
School for the Environment  
Chair of the Faculty Council  
University of Massachusetts Boston

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**From:** Jonathan Vega Martinez <[Jonathan.VegaMart001@umb.edu](mailto:Jonathan.VegaMart001@umb.edu)>

**Sent:** Sunday, February 4, 2024 11:07 PM

**To:** Zong-Guo Xia <[ZongGuo.Xia@umb.edu](mailto:ZongGuo.Xia@umb.edu)>

**Subject:** Re: Your Written Report for the Faculty Council Meeting on 2/5/2024

Hi Zong-Guo,

I've attached the **GEO's report to faculty council** below:

Hi everyone, I'm Jonathan, the GEO representative. We are currently preparing for up coming contract bargaining. We attended an interest based bargaining training in preparation along with administration in January. We hope that we'll be able to put those principles into practice when the time to negotiate comes up.

Last semester administration told departments that they would be unable to hire graduate assistants for on-campus employment, citing the GEO contract. As you know, the GEO opposed that decision and we were particularly upset at the way administration disseminated that information, as it made it seem as if the change originated from the organizing committee. It seems that in response to pushback from the GEO and faculty, this decision was walked back, at least for now. However, we are now worried as we have found that some graduate assistant positions are being replaced with similar or equivalent non-union positions, at times without graduate students being fully informed of this change. We are currently looking into this, as we are trying to figure out which positions are being affected and why this change is being made. Taken together with last semester's attempt at preventing the hiring of graduate students, we are left puzzled as to what's happening and why: Do we want to hire graduate students in non-assistanceship positions or not? If the worry is that hiring graduate students for on-campus jobs will take away time from their studies, it seems to me that removing graduate students from the union in charge of making sure they aren't being forced to work more hours than they are supposed to is counter productive.

Best,

**Jonathan Vega Martinez (he/him)**

PhD Student Sociology

GEO Organizing Committee

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