

**From:** [Karen Olmstead](#)  
**To:** [Karen Olmstead](#)  
**Subject:** Academic Affairs First Monday email for September, 2022 (held back one day because of the Labor Day holiday)  
**Date:** Tuesday, September 6, 2022 11:16:27 AM  
**Attachments:** [Faculty and Staff Quick Guide to Mental Health Resources.pdf](#)  
[20210916.SU DEI in T&P Workgroup Report and Recommendations.pdf](#)

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Hello, colleagues:

With apologies to Earth, Wind & Fire, Ba-de-ya! and welcome to the First Monday email for September. I hope your semester has launched well and that your students are settling in.

A major focus this fall will be on how we consider and recognize activities that support diversity, equity and inclusion (DEI) in our tenure and promotion criteria. The Faculty Senate will be seeking your input to the recommendations (see attached) through school/college-level meetings to be held this semester. The Faculty Senate also plans to hold a campus-wide convening this semester. As noted in a recent [Chronicle of Higher Education article](#), more than a quarter of public colleges have added DEI to their tenure standards and one half of institutions that do not currently have DEI criteria for tenure are considering adding them. We look forward to your thoughtful feedback regarding these recommendations.

### Good News to Share

- Please join me in congratulating Kristen Walton (Dept. of History and Director, SU's Nationally Competitive Fellowships Office) who received SU's 2022 Distinguished Faculty Award. The Distinguished Faculty Award is the highest tribute given to faculty by faculty at SU. An absolute powerhouse when it comes to engaging and supporting student success, Kristen was described by colleagues as "an enthusiastic, creative and skilled classroom teacher," "a dedicated faculty mentor," and "a champion of international education opportunities for students." Thank you, Kristen, for your dedication to our students!
- Hats-off to Jill Caviglia-Harris (Dept. of Economics & Finance and Dept. of Environmental Studies) who won the 2022 Diversity, Equity, and Inclusion Award from the Agricultural & Applied Economics Association's (AAEA) Committee of Women in Agricultural Economics. Jill also won the Association of Environmental & Resource Economics' (AERE) 2022 Distinguished Service Award for her leadership of the AERE Scholars Program. Both of these awards celebrate her sustained and significant contributions to mentor and support a more diverse and inclusive field of economics. Congratulations, Jill!
- Congratulations as well to Yuki Okubo (Dept. of Psychology) who was awarded the 2022 Distinguished Mentor Award from the American Psychological Association's Society for the Psychology of Women, Section V (Psychology of Asian Pacific American Women).
- Many thanks to all involved in making Faculty Development Day a success, including Melissa Thomas and her team in Instructional Design & Delivery and Belen Vicens Saiz (Dept. of History and FDC Chair) and the Faculty Senate's Faculty Development Committee. A special thanks to Heidi Fritz (Dept. of Psychology) who stole the show with her keynote address, "Coming Out of Challenging Times: Reclaiming our Health and Focus Post(?) -Pandemic."
- The Summer Research Poster Session (9/1/22) was an impressive demonstration of the amazing work conducted by our students this past summer. My thanks to Rhyannon Bemis (Dept. of Psychology and Director, SU's Office of Undergraduate Research & Creative Activity), Alison Dewald (Dept. of Chemistry and Director, Henson School Summer Research Program), and to all the faculty mentors.
- Not surprising, but always a joy to know that our Guerrieri Academic Commons is among the Princeton Review's Best College Libraries (top 25 college libraries in the country). We all know it takes more than a building to make a great library, so congratulations and thanks to Dean Bea Hardy and all of the library faculty and staff who make the GAC the heart of our campus.
- SU's Eastern Shore Regional GIS Cooperative was recently awarded a \$2.5M contract to map digital connectivity across Maryland. Great work by a terrific team!
- SU's Office of Graduate Studies and Research (GSR) is pleased to announce that implementation of the new online Institutional Review Board (IRB) submission and review system has been completed. All new IRB protocols should be submitted by accessing the new system via the updated [IRB website](#). Along with the "Submit your IRB Protocol" button, the IRB website contains valuable information regarding meeting dates, required training for researchers, templates for flyers, consent/assent letters, and much more. Thanks to the entire IRB team and, especially, Donna Knopf (Executive Administrative Assistant I, GSR) who was honored as SU's Employee of the month for August, 2022!
- And finally, my thanks to all who gave their time and energy to support the National Folk Festival last month. It takes a village to make this type event happen and SU was well represented as part of the team.

### Training, Opportunities, Resources and Reminders

- SU's [Research and Presentation \(RAP\) Grants](#) provide funding to graduate students to support many aspects of research, including presentation at conferences. Proposals are due on 9/16/22.
- Another opportunity for graduate students is the virtual [Graduate Student Bootcamp](#) to be held on October 1-2. There is a great line-up of topics including literature reviews, writing and citation, statistics and graphic design. Please encourage your graduate students to participate; my thanks to all those who organized and are presenting at this event.
- Undergraduate students may also apply for grants to support their research and creative endeavors through the [University Student Academic Research Award](#) (USARA) program. Proposals are due on 9/22.
- Faculty Development Day emphasized the importance of reclaiming your health and focus as we begin this new semester.

Interested in extending the conversation? Consider participating in a **virtual reading group** (along with colleagues from UMES) to discuss *Unraveling Faculty Burnout: Pathways to Reckoning and Renewal* by Rebecca Pope-Ruark. More information to come from [facultydev@salisbury.edu](mailto:facultydev@salisbury.edu), but you can indicate your interest in participating in this reading group [here](#).

- This morning, a call for applications for the **Open Pedagogy Faculty Fellowship** went out from [facultydev@salisbury.edu](mailto:facultydev@salisbury.edu). [Click here for more information and to apply](#). The application deadline is September 20.
- The General Education Oversight Committee will be holding a **General Education Q&A Session** on 9/30/22 from 1:00-2:00pm via [Zoom](#) (Meeting ID: 913 9252 6151, Passcode: GenEdRocks)
- Please **verify your rosters** by 9/8 (for Fall Semester). Roster verification allows us to check-in with any students who are not attending and determine their status.
- Teaching a course after the Disability Resource Center closes and need support for after-hours testing accommodations? Please fill out [this survey](#) so that we can make sure student needs are met.
- Interested in creating/updating your **directory photo**? Free drop-in photography sessions will be offered September 13, 14, 20, 21 in Blackwell Hall, Room 232. To schedule an appointment with SU's Photographer, Megan Raymond, please email [mmraymond@salisbury.edu](mailto:mmraymond@salisbury.edu).
- The **Counseling Center** has a number of resources and activities available to you to support your work with students. See the 8/31/22 email from Cassidy Zeller (Counseling Center Outreach Coordinator) for information on workshops and online training. The Counseling Center has developed a helpful Quick Guide (attached) regarding appropriate offices to call in different situations.
- Campus Sustainability & Environmental Safety, the SU Police Department, the Disability Resources Center and other SU offices have worked together to develop a process for individuals to request **assistance in the case of an emergency**. See the 8/29/22 email from Sustain Safety for more information if you would like to register. Faculty with students in their classes who have requested for assistance will be contacted regarding specific options for their classroom/building.
- Much of the effort of the **Undergraduate Curriculum Committee** (UCC) this year will be focused on moving Gen Ed-related curriculum items through the review process. Please consider holding on non-critical curriculum changes/requests until next academic year.
- The [National Center for Faculty Development and Diversity \(NCFDD\)](#) offers a variety of resources to help faculty (of all stages) better align their professional and personal goals. Because SU is a NCFDD Institutional Member, these resources are free to use! One of the most popular programs is the **14-day writing challenge** which helps you leverage best practices to establish a consistent writing practice. The next opportunity to participate will be from October 17 to October 30. During this time, you will be asked to commit to writing every day for at least 30 minutes. You'll log on to the NCFDD's online community, start the timer, complete your writing, post your progress, and encourage others in your assigned writing group. Past participants credit this program, and the accountability of the writing groups, with helping them to establish better writing habits or to refresh stagnant ones. Registration closes 10/12/22 and can be found [here](#).
- Heading to a conference or not feeling well? Don't cancel class, bring the resources to the students! **Schedule an in-class presentation** through:
  - Center for Student Achievement [here](#)
  - University Writing Center [here](#)
  - SU Libraries [here](#)
  - SU Cares [here](#)
  - Counseling Center [here](#)
  - Career Services: Email [Charlie Endicott](mailto:Charlie.Endicott) to coordinate a visit

**Public Health Update:** We continue to monitor guidance and best practices for COVID-19, influenza and monkeypox. For COVID-19, we strongly encourage vaccination, including boosters, and continue to offer testing and vaccines at Campus Health (now located in Blackwell Hall, enter from the rear entrance facing the Blackwell Parking Lot). Currently, wearing face masks is encouraged but not required in most settings. The University has a large supply of surgical masks, KN95 masks, and N95 masks. Students and employees can be fitted for N95 masks and receive a free box. Students and employees who are symptomatic or sick should stay home and contact Campus Health at 410-677-0006 or [CampusHealth@salisbury.edu](mailto:CampusHealth@salisbury.edu).

As always, thanks for all you do for our students and campus – we are off and running!  
Karen

**Upcoming Dates of Interest (bold indicates events added this month).** For more detailed information regarding instruction-related dates of interest, please consult the [Registrar's Calendars](#). For information about Faculty Senate meetings, please consult their [webpage](#). The [Faculty Development Calendar](#) includes many opportunities for professional development. If you want to share information about events/activities of interest to faculty across campus, please send them to [provost@salisbury.edu](mailto:provost@salisbury.edu) at least three days before the first Monday of each month.

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| 9/8     | <b>Roster verifications due</b>  |
| 9/9     | <b>Study Abroad Fair (The Pergola by the GSU, 10 am to 2 pm) Rain Location: Link of Nations Faculty Senate Faculty Friday 4-6 pm in the GAC Faculty Lounge</b> |
| 9/15    | Eligible faculty notify chair/CHHS school director of their intention to apply for tenure or tenure and promotion  |
| 9/16    | <b>RAP proposals due</b>   |
| Fall 22 | Identify workgroups for Middle States Self-Study   |
| 9/22    | <b>USARA proposals due</b>   |

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| 9/24         | Admissions Open House  |
| 10/1         | Tenure or Tenure & Promotion applications due to Departmental/CHHS School Committee<br>Fall 23 Sabbatical Applications due to Provost from deans   |
| 10/3-10/7    | Students sign-up for advising with faculty (AAC begins earlier)  |
| 10/8         | Sea Gull Century   |
| 10/10-10/21  | Advising appointments with faculty   |
| 10/14        | Winter 23 Open Enrollment Begins (all students)  |
| 10/15        | Admissions Open House<br>AY22-23 and Spring 22 Part B Sabbatical Reports due to Provost's Office   |
| 10/18-11/4   | Spring '23 Pre-Registration (times vary depending on student status)   |
| 10/19        | Grades of I convert to F (semester mid-point)  |
| 10/28-10/30  | Homecoming and Family Weekend  |
| 11/1         | Departmental/CHHS School Committees submit Tenure or T&P recommendations to the Chair/CHHS School Director   |
| 11/4         | Last day to drop with a grade of W (Regular Session)   |
| <b>11/11</b> | <b>Faculty Senate Faculty Friday</b>   |
| 11/12        | Admissions Open House  |
| 11/14-12/2   | Open enrollment for matriculated students  |
| 11/15        | Typical deadline for USM Regents Faculty Award Nominations<br>Department Chairs/CHHS School Directors submit T&P recommendations to dean<br>Applications due for Spring and Summer 2023 graduation |
| 12/1         | Deans submit T&P recommendations to Provost  |
| 12/13        | Reading Day  |
| 12/15        | Provost submits tenure recommendations to President  |
| 12/21        | Fall 2022 Commencement Ceremonies  |
| 12/22        | Fall 2022 Regular Session grades due by noon   |
| 1/6-1/29/23  | Spring '23 Open enrollment for all students  |
| 1/15/23      | President sends written notification of tenure decisions   |
| 1/27/23      | New Faculty Spring Event   |
| 2/18/23      | Admissions Open House  |
| 3/4/23       | Scholars Day   |
| S23 and F23  | Work on Middle States Self-Study   |
| 3/11/23      | Admitted Students Day #1   |
| 4/1/23       | Admitted Students Day #2   |
| 4/22/23      | Admissions Open House  |
| Fall 2024    | New Gen Ed begins  |
| FY25         | SU Centennial<br>2020-2025 Strategic Plan ends<br>Middle States visit (likely in the spring)   |

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Please note, I send emails when I can. Please do not feel obligated to respond outside of your normal working hours.