Summer Advisory Committee

Summary Report — Summer 2026

Meetings of June 15, July 6, July 29, and August 21, 2026

Introduction & Purpose of This Report

The Summer Advisory Committee (SAC) met four times over Summer 2026 — June 15, July 6, July 29, and August 21 — to raise faculty concerns with Academic Affairs leadership and follow up on outstanding issues between meetings. This report consolidates the agendas and notes from all four meetings into a single record for Faculty Senate, organized chronologically, followed by a thematic summary tracing how several recurring issues evolved across the summer.

A note on completeness: The June 15th meeting notes indicate the committee did not reach agenda items 4 through 9 that day; those items were carried forward and picked up at later meetings. This is noted in the June 15th section below and cross-referenced in the Recurring Themes section.

Attendance Across the Summer

The table below summarizes recorded attendance across the four meetings. Blank cells indicate the individual was not listed for that meeting.

Member	Jun 15	Jul 6	Jul 29	Aug 21
Amit Poddar	Present	Present	Present	Present
Thomas Lamey	Present	Present		Present
W. Brooke Rogers	Present	Present	Present	Present
Anita Brown	Present	Not present (Dave Keifer stood in)	Present	Present
Jessica Clark (Interim Provost)	Present	Present	Present	Present
Emily Zerrener	Present	Present	Present	Present
Brian Flores	Present	Present	Present	Present
Ellen Schaefer-Salins	Present	Not in attendance	Present	Present

Note: Dave Keifer attended the July 6th meeting as a one-time stand-in for Anita Brown.

Meeting 1 — June 15, 2026

Monday, June 15, 2026 — 1:00 PM via Teams

Attendance

Attendees: Brooke Rogers, Brian Flores, Thomas Lamey, Amit Poddar, Emily Zerrener, Jessica Clark, Ellen Schaefer-Salins, Anita Brown

Not in attendance: None — all members present

Note: *The committee did not reach agenda items 4 through 9 at this meeting. Items 1–3 are covered in detail below; items 4–9 are listed as originally agendized, with notes on where they were subsequently discussed.*

Agenda & Notes

1. New Faculty and Staff Hires

- 13 full-time tenure-track hires starting in Fall; 2 FTNTT converting to PINs; 4 tenure-track searches in progress; 7 FTNTT searches approved/in progress. Total: 24 new faculty and 2 conversions.
- Registrar and Technical Analyst (in the Registrar's Office) positions start July 8th.
- The AVP of HR search will likely lead to another search.
- **Academic Affairs:**
    - International Education (Assistant Provost) search needed.
    - Transfer Advisor needed (new PIN position).
    - Learning Specialist for CSA needed (new PIN position).
    - Assistance for IP Clark: a quasi-full-time Faculty Fellow position within the Provost's office, to be filled via an existing faculty member.

2. Fall Enrollment

Record number of freshmen and offering enough sections is a concern. As of June 8th:

- Undergraduate total: 6,080 (up 4.2%)
- Transfer: 460
- Freshmen without transfer: 1,591

Q: Will the increase be followed by increased faculty hiring soon, or does the university consider it a temporary bump (with faculty lines held back)?

    - A cluster hire in Math will fill immediate needs in Quantitative Analysis.

- Sections in first-year writing were adjusted to better comply with COMAR standards.
- A temporary hiring freeze from 2025 at the SU level is not helping the situation.
- IP Clark is developing a site to gather interest for needed adjunct positions — a short-term solution for the immediate need created by large enrollment and section demand. She is seeking feedback from SAC only, given the desire to post the site as soon as possible; it will be found under the "Faculty @ SU" site.
- If SU continues to grow, PIN positions are available for use, but budget allocation to support PINs must be in place.
- Q: Any concern with increasing adjunct faculty given the potential for union presence at SU? — Union presence may fast-track awarding PIN positions to existing/new FTNTT.

3. Budget and Pay

Q: Will summer and winter pay be increased proportionate to the increase in tuition? If yes, when — and if not, why not?

Pay is not associated with tuition and has not been for quite some time. Different models for special-session pay need further investigation and dialogue.

Q: With the cost-of-living salary increases "awarded" by the governor, should SU expect funds from the state, or will SU need to cover these increases from its own funds?

To be determined — unsure for now.

The committee did not reach the remaining agenda items below at this meeting.

4. FTNTT Benefits and Access

Not reached at this meeting; see Meeting 2 (July 6th) and Meeting 4 (August 21st) for substantive discussion.

- Significant struggles with understanding what benefits are offered, how to obtain them, and how to pay
- Strategy for clarifying this information for FTNTT faculty?
- Plan needed for FTNTT and adjunct faculty to ensure critical access (Gull Net, MyClasses, doors, parking on campus, etc.) if they do not have contracts in place in time?

5. Summer Facilities Impact

Not reached at this meeting; see Meeting 2 (July 6th), where this was resolved.

- Summer 2025 saw cutbacks on cooling, etc., in buildings to save money — a significant issue for faculty with sensitive equipment and/or chemicals. Is this occurring again this year?

6. Student Preparedness

Not reached at this meeting; see Meeting 2 (July 6th) and Meeting 3 (July 29th) for substantive discussion.

- Faculty are struggling to meet students where they are without lowering standards
- Is it possible for Academic Affairs to support faculty? (Bring information — not plans — to appropriate groups: Faculty Senate and/or FS committees)

7. M&E Committee

Not reached at this meeting; see Meeting 2 (July 6th), where this was resolved.

- M&E always needs a new list of faculty at the beginning of the year — who do we ask this time, and how long will it take (so when should we ask)?

8. AI in the Classroom

Not reached at this meeting; see Meetings 2, 3, and 4 for substantive discussion.

- Increasing problem with AI use during in-class, written exams
- What can faculty do or not do — what is okay and not by law (including FERPA)?
- APC involvement?

9. Digital Accessibility and Support for Faculty Impacted

Not reached at this meeting; see Meeting 4 (August 21st) for substantive discussion.

Meeting 2 — July 6, 2026

Monday, July 6, 2026 — 10:30 AM via Teams

Attendance

Attendees: Amit Poddar, Thomas Lamey, Brooke Rogers, Dave Keifer (standing in for Anita Brown), Jessica Clark, Emily Zerrener, Brian Flores

Not in attendance: Ellen Schaefer-Salins

Agenda & Notes

1. FTNTT-Adjunct Contracts, Benefits, and Access

Significant struggles remain with understanding what benefits are offered, how to obtain them, and how to pay for them.

- FTNTT contracts are currently sitting with HR, awaiting updates related to COLA.
- The Perdue School is experiencing issues generating the information needed to create adjunct contracts in a timely manner.
- Contracts cannot be generated until the start of the fiscal year (July 1).
- General Counsel Mark Romano is reviewing USM/SU policy to determine how FTNTT faculty might be placed on a PIN earlier.

Strategy for clarifying this information for FTNTT faculty: IP Clark — Academic Affairs and HR will work over the summer to build a website help page with clarifying information for FTNTT faculty.

Plan for ensuring critical access (Gull Net, MyClasses, doors, parking, etc.) for FTNTT/adjunct faculty without contracts yet in place:

- Melissa Thomas (IDD) can fast-track Canvas access.
- An affiliate account can be created for door access, etc., for a new hire experiencing immigration or finger-scan issues.
- Adjuncts lose Gull Net access once their contract ends; IP Clark is checking whether this also applies to FTNTT. This also affects book adoptions — the current workaround is to email book information to Nicole Draucker, who can enter it into Verba Collect.

2. Changing Faculty Development Day to Professional Development Day

Rationale attached (not included in this report — see Appendix B).

- FDD is comprised of FDC, IDD, and CAFE.

- Multiple SAC members supported the name change; a full Faculty Senate discussion (and possible motion) is needed in the Fall.
- The Faculty Handbook, contracts, and related materials will need to be scanned for "FDD" language.

3. Inquiry Regarding Compensation Frameworks, Merit Allocations, and Institutional Resource Strategy

Three questions (attached — see Appendix B) to be answered by IP Clark at the July 29th meeting.

4. AI Syllabus Statement Proposal

No detailed notes were recorded for this item at this meeting; see Meeting 3 (July 29th) for substantive discussion.

Per the agenda: a proposal to update Faculty Handbook and Course-Related Policies and Resources language on generative AI guidance for course syllabi, ahead of Fall 2026. The proposal does not mandate AI statements in syllabi but encourages them, in response to the Academic Policies Committee's (APC) statement following last year's AI Taskforce work.

5. M&E Committee

- Faculty list is pulled manually from the Academic Affairs office via Workday.
- This typically occurs soon after the Fall contract start date (August 15) to capture promotion-related changes.
- August 17–21 was identified as a good window to request the updated list.

6. Summer Facilities Impact

Question: Will cooling/climate-control cutbacks (an issue for faculty with sensitive equipment or chemicals) recur this summer, as in Summer 2025?

Answer: No — the cost savings were not substantial enough to offset the disruption caused.

7. Student Preparedness

- Faculty are struggling to meet students where they are without lowering standards.
- Question raised about SAT/ACT admission requirements — IP Clark will investigate whether USM-SU admission criteria permit or prohibit SAT/ACT requirements.
- Can Academic Affairs support faculty? — Bring information (not formal plans) to appropriate Faculty Senate groups/committees.

8. AI in the Classroom

No detailed notes were recorded for this item at this meeting.

Per the agenda: growing concern about AI use during in-class written exams; questions about what is and is not permitted under law (including FERPA); and the APC's role.

9. Digital Accessibility and Support for Faculty

No detailed notes were recorded for this item at this meeting; see Meeting 4 (August 21st) for substantive discussion.

Meeting 3 — July 29, 2026

Wednesday, July 29, 2026 — 10:30 AM via Teams

Attendance

Attendees: Brooke Rogers, Ellen Schaefer-Salins, Brian Flores, Emily Zerrener, Anita Brown, Jessica Clark, Amit Poddar

Not in attendance: None recorded

Agenda & Notes

1. AI Syllabus Statement Proposal

Proposal to update Faculty Handbook and Course-Related Policies and Resources language on generative AI guidance for course syllabi, ahead of Fall 2026 (attached — see Appendix B).

- Deans were notified by APC in Spring 2026, encouraging (not requiring) faculty to include an AI syllabus statement.
- An AI syllabus statement helps address situations involving academic dishonesty.
- APC has no plans to bring a Faculty Senate motion mandating an AI syllabus statement — flexibility is preserved for individual faculty to craft (or not craft) one.

The proposal does not mandate AI statements; it encourages them, in response to APC's statement following last year's AI Taskforce work.

- Schools, colleges, departments, and programs can still create and enforce their own AI syllabus statement at that level.
- The FLC Chairs Institute was identified as a target audience for raising awareness (IP Clark).
- The SU Library has created a resource on this topic: Home — Artificial Intelligence — Library Guides at Salisbury University (libraryguides.salisbury.edu/ai).

2. Inquiry Regarding Compensation Frameworks, Merit Allocations, and Institutional Resource Strategy

Three follow-up questions were addressed by IP Clark.

- Eligible answers/responses to these questions can be found in the recent USM Chancellor FY 2027 Compensation Guidelines (attached — see Appendix B).

3. Student Preparedness

Follow-up: IP Clark investigated whether USM-SU admission criteria permit or deny SAT/ACT requirements.

- Answer: No such criteria exist. Enrollment Management and the SU President control this decision-making. Curricular and programmatic support can be influenced by Faculty Senate.
- See attached note by Brian Flores on this agenda item (not included in this report — see Appendix B).

Meeting 4 — August 21, 2026

Friday, August 21, 2026 — 4:00 PM via Teams

Attendance

Attendees: Interim Provost Jessica Clark, Anita Brown, Brian Flores, Thomas Lamey, Amit Poddar, W. Brooke Rogers, Ellen Schaefer-Salins, Emily Zerrener

Not in attendance: None recorded

Agenda & Notes

1. SU AI Taskforce: In the Classroom / Concerns Around Generative AI

From the AI Taskforce Report: after reviewing initial and short-term recommendations of the working groups, five funding themes emerged — faculty training and presentation support, a pool of AI account licenses for learning and experimentation, a pilot chatbot for gaining experience and learning, professional external AI-use training for the campus, and engaging AI expertise (consulting) for strategic guidance.

Estimated budget:

- Faculty training and presentation support: $50,000
- Pool of AI account licenses: $60,000
- Pilot chatbot supporting Enrollment: $50,000
- Professional on-campus AI training: $50,000
- Engaging AI consulting: $50,000
- **Total: $260,000**

Status: Full funding has been placed in the Information Technology (IT) budget. It is intended primarily for up-front training, with the hope of finding continued funding for licenses, etc.

Q: Should this funding sit entirely with IT, or should CAFE and other faculty groups have some control?

Most of the funding is for licenses/purchases that IT would handle; the funding serves the entire University, not just Academic Affairs.

Q: Who decides which licenses/programs are purchased?

IP Clark welcomes Faculty Senate input on piloting and purchasing decisions; a committee (e.g., the Library and Learning Resources Committee) could be involved if FS informs her of a process soon. Faculty input is needed on classroom and research use cases. SAC suggested

decentralizing funds/choices during the first pilot year, then sharing lessons learned, with a clear mechanism for gathering multiple viewpoints before deciding.

Q: What can/can't faculty do under the law (including FERPA)? What is APC's role?

- The 2025–2026 APC co-chair explained that faculty must clearly communicate (in writing, e.g., in syllabi) their AI policies — including what's permitted and how violations will be handled — since students cannot be assumed to already understand this.
- In April and August, Deans were asked to distribute an APC statement on AI expectations to all faculty (via chairs/directors); that statement is reproduced in Appendix A.
- In August, APC members met with new General Counsel Mark Romano and drafted an AI Guidance/FAQ for faculty, under review, with hopes to release it by August 26.
- Neither the APC statement nor the Guidance/FAQ are official policy, so they cannot be posted on policy webpages; APC is discussing where they might reside on SU's website.
- Some APC members and Associate VP of Academic Affairs Melissa Granger have drafted an initial student-guidance document.
- SAC discussed the difficulty of crafting AI policy given that AI is a tool students need to learn to use, while some faculty want to restrict it — balanced against not letting AI policing consume excessive faculty time and energy.

Q: Can SU purchase good AI-checking software (e.g., Pangram)?

Pangram shows promising false-positive statistics but needs more investigation. No AI checker is perfect or sufficient alone. APC may investigate further, though the last USM guidance IP Clark recalled was that universities could not purchase or use AI checkers — she will confirm whether that is still the case.

2. FTNTT-Adjunct Contracts, Benefits, and Access

Update on benefits dissemination:

- The late-August orientation for incoming FTNTT and TT faculty was revised for clarity; FTNTT training was extended to a full day.
- Academic Affairs is developing a website to clearly lay out benefits information.
- Q: Is C2 benefits information clear for FTNTT? — IP Clark will investigate what HR presented at orientation and clarify this via the Academic Affairs webpage.

Update on critical access:

- The University is trying to decouple as many job-readiness items as possible from the contract start date.

- Melissa Thomas (IDD) has already made MyClasses access available regardless of contract status.
- Lisa Gray (University Bookstore) is working to allow book ordering regardless of contract status.
- Ken Kundell (AVP of IT/CIO) is trying to make as many items available as possible pre-contract, though policy clearly prevents building access until a contract is in place. (Exactly what policy governs Gull Net, email, or general internet access pre-contract remains unclear and needs follow-up.)

Q: Contractual obligations are expected to begin August 15, but actual contract start dates are often later — is this a problem, and can it be addressed?

The first TT pay cycle began August 19; for FTNTT, it begins August 26. The HR staff member who had smoothed this discrepancy in Workday has left SU, so HR is still sorting out a fix. IP Clark is also discussing this with Aurora Edenhart-Pope (VP of Administration and Finance).

Q: Could a system flag the contract originator when contract processing stalls, to improve efficiency? *(Asked and answered before the meeting — no alarming concerns about contract returns in Workday were noted as of this summer.)*

3. 2026 COLA

Q: Will COLA follow the usual pattern (the state requires SU to pay up front, then reimburses SU late in the fiscal year)?

Still to be determined.

Q: If funding arrives late, will there be a short-notice call for proposals for one-time surplus-fund uses (especially at semester's end)?

- Recommendation: issue such a call much earlier — even in the Fall — with the understanding that no surplus means no funded projects.
- IP Clark has asked Procurement to notify her of extra funds earlier, to support an earlier process.

4. Open House and Admitted Students' Day (Fall 2026 & Spring 2027)

Possible back-to-back Saturday/Sunday visitation days are being planned (not yet definitive).

- Student-athletes and others with extracurricular obligations cannot attend Saturday open houses, prompting the Sunday addition; consecutive days reduce set-up/tear-down disruption.
- Allen Koehler (AVP of Enrollment Management) surveyed Deans and faculty and received a favorable response.

- Concern: SAC members who worked past open houses were not polled; this could be especially difficult for smaller departments/programs, and won't work without sufficient faculty buy-in.
- Alternative suggestion: a Friday (weekday) open house so prospective students see a livelier campus — though weekday timing is hard for parents who work; IP Clark will raise this with Enrollment Management.

5. Digital Accessibility and Support for Faculty Impacted

Q: Is appropriate support being provided to help faculty make materials digitally accessible?

- The relevant law takes effect April 2027.
- SU has invested in open-captioning equipment for meetings (versus closed captioning, which the viewer must select); the hope is to add this as a reservation/work-order option.
- These machines will be piloted at the Provost Welcome Back event on August 26.

Notes respectfully submitted by Anita Brown, August 22, 2026.

Recurring Themes Across the Summer

Several issues came up at more than one meeting. This section traces how each developed over the summer, with the meeting date noted for each point so it can be cross-referenced against the full notes above.

FTNTT/Adjunct Contracts, Benefits & Access

- Jun 15: First raised on the agenda but not reached. Jul 6: Faculty struggle to understand benefits, how to obtain them, and how to pay; contracts held up in HR pending COLA updates; access (Gull Net, MyClasses, doors, parking) at risk without a timely contract.
- Jul 6: Interim fixes identified — fast-tracked Canvas access via IDD; affiliate accounts for door access; book adoptions routed through Nicole Draucker in the interim.
- Aug 21: Orientation improved and extended to a full day for FTNTT; a benefits website is in progress; MyClasses and bookstore access are being decoupled from contract status; building access remains policy-blocked without a contract; the Workday pay-cycle date mismatch (Aug 19 for TT vs. Aug 26 for FTNTT) is still being resolved following a staff departure.

Generative AI: Classroom Use & Syllabus Statements

- Jun 15: First raised on the agenda but not reached. Jul 6: Rising concern about AI use during in-class written exams; questions about what's legally permitted (including FERPA) and APC's role; a proposal to encourage (not mandate) AI syllabus statements is introduced.
- Jul 29: APC confirms the syllabus-statement proposal remains encouragement-only; individual schools/programs may still adopt their own enforced policy; SU Library publishes a supporting resource.
- Aug 21: The AI Taskforce's $260,000 funding request is placed in the IT budget; Faculty Senate input on purchasing decisions is invited; APC's April/August statement to Deans is finalized (see Appendix A) and an AI Guidance/FAQ (developed with General Counsel) is expected around August 26; a possible Pangram AI-checker purchase remains under discussion, pending confirmation of USM's current stance.

Student Preparedness & Admissions Standards

- Jun 15: First raised on the agenda but not reached. Jul 6: Faculty struggling to meet students where they are without lowering standards; question raised about SAT/ACT admission requirements; IP Clark agrees to investigate.
- Jul 29: Confirmed no USM-SU admission criteria is permitting or denying SAT/ACT requirements — that decision sits with Enrollment Management and the SU President, though Faculty Senate can influence curricular and programmatic support.

Compensation, COLA & Merit Allocations

- Jul 6: Three questions on compensation frameworks, merit allocations, and institutional resource strategy are submitted for a formal response.
- Jul 29: IP Clark responds, pointing to the USM Chancellor FY 2027 Compensation Guidelines.
- Aug 21: Whether 2026 COLA will follow the usual up-front-payment pattern remains undetermined; SAC recommends an earlier (Fall) call for proposals for one-time surplus funds, and IP Clark has asked Procurement to flag surplus funds earlier to support that timeline.

Digital Accessibility

- Jun 15: First raised on the agenda but not reached. Jul 6: Raised again as a standing agenda item.
- Aug 21: The relevant law takes effect April 2027; SU has purchased open-captioning equipment for meetings, to be piloted at the Provost Welcome Back event on August 26, with a longer-term goal of making it a standard reservation option.

Other Single-Meeting Items

- **New faculty and staff hires (Jun 15):** 24 new faculty and 2 FTNTT-to-PIN conversions approved for Fall, plus several Academic Affairs searches in progress (International Education Assistant Provost, Transfer Advisor, CSA Learning Specialist) and a new quasi-full-time Faculty Fellow role supporting the Provost's office.
- **Fall enrollment & adjunct staffing (Jun 15):** Undergraduate enrollment up 4.2% as of June 8 (6,080 total); a Math cluster hire and adjusted first-year writing sections address immediate needs, alongside a temporary hiring freeze; IP Clark is developing a site to gather adjunct-position interest, and raised whether growing adjunct reliance carries union-related implications.
- **Budget and pay vs. tuition (Jun 15):** Summer/winter pay is not tied to tuition increases and hasn't been for some time; whether the state's cost-of-living increase will be funded by the state or absorbed by SU's own budget remains undetermined.
- **Summer facilities impact (Jun 15, not reached - Jul 6):** Cooling/climate-control cutbacks from Summer 2025 will not recur — the savings did not offset the disruption caused.
- **M&E Committee faculty list (Jun 15, not reached - Jul 6):** List is pulled manually via Workday; August 17–21 identified as the right window to request it.
- **Changing Faculty Development Day to Professional Development Day (Jul 6):** SAC members were supportive; a full Faculty Senate discussion and possible motion is needed this Fall, along with a scan of the Handbook and contracts for “FDD” language.

- **Open house/admitted students' day (Aug 21):** Back-to-back Saturday/Sunday visitation days are proposed but not finalized; SAC raised concern that faculty who staff these events were not polled and that a weekday option might better showcase the campus.

Appendix A: APC Statement on AI and Academic Misconduct

Submitted to Deans for distribution to faculty — April 29, 2026 and August 7, 2026

Advice from the Academic Policies Committee regarding Artificial Intelligence (AI) and Academic Misconduct

Views and practice regarding Artificial Intelligence (AI) vary among disciplines and individual instructors. Thus, there is no "hard and fast" rule regarding the use of AI at SU — faculty must decide for themselves whether they see it as a help or a hindrance.

The SU AI Task Force has recommended three levels of usage as guidance (Inclusive, Conditional, and Restrictive; see SU's syllabus AI-statement guidance page). The APC hopes faculty will use these levels or craft their own specific AI usage policies for their syllabi for Fall 2026 (and going forward).

If you need to charge a student with academic misconduct for AI use, it will be important to have a clear written statement, in your syllabus and/or in the written instructions for the assignment, regarding what is acceptable.

We hope this information will be helpful when you begin preparing for the Fall semester. As ever, if you have questions about this or other areas of academic policy, please reach out to one of the members of the committee.

Appendix B: Attachments Referenced But Not Included in This Report

The original agendas and notes referenced several attachments that were not part of the materials provided for this report. If available, the presenter may wish to attach these separately or bring them to the Faculty Senate meeting:

- **Rationale for renaming Faculty Development Day to Professional Development Day** (referenced July 6)
- **AI Syllabus Statement Proposal document** — the full proposed Faculty Handbook / Course-Related Policies and Resources language (referenced July 6, discussed July 29)
- **Three questions on Compensation Frameworks, Merit Allocations, and Institutional Resource Strategy** (submitted July 6, answered July 29)
- **USM Chancellor FY 2027 Compensation Guidelines** (referenced July 29 as the source of answers to the compensation questions)
- **Brian Flores's note on student preparedness / SAT-ACT requirements** (referenced July 29)

Additional reference: SU AI Task Force Executive Summary (2025–2026, PDF)

Additional reference: SU Library AI Guide