

# President's Advisory Team Minutes

December 14, 2022

## President's Advisory Team Members in attendance:

Carolyn Lepre, President  
Lynn Adkins, Associate Vice President for Administration and Finance  
Humberto Aristizabal, Associate Vice President of Institutional Equity and Title IX Coordinator  
Vanice Antrum, Director, Multicultural Services  
Joe Benyish, Chair, Staff Senate  
Eric Berkheimer, Associate Vice President of Facilities and Capital Management  
Jayme Block, Associate Vice President, Alumni Engagement & Development  
Melissa Boog, Associate Vice President for Academic Affairs  
Jessica Clark, Assistant Provost for Faculty Success  
Lawanda Dockins-Mills, Interim Assistant Vice President of Student Affairs  
Gerard DiBartolo, Director, Athletics and Campus Recreation  
Susan Eagle, Associate Vice President of Marketing and Communications  
Kelly Fiala, Dean, College of Health and Human Services  
Dane Foust, Vice President, Student Affairs and Enrollment Management  
Clifton Griffin, Dean, Graduate Studies and Research  
Beatriz Hardy, Dean, Libraries and Instructional Resources  
Tracy Hajir, Assistant to the President  
Bea Hardy, Dean, Libraries and Instructional Resources  
Laurie Henry, Dean, Seidel School of Education & Professional Studies  
Allen Koehler, Assistant Vice President for Enrollment Management  
Ken Kundell, Chief Information Officer  
Edwin Lashley, Chief, University Police  
Colleen León, Deputy Chief of Staff for Engagement  
Lisa Lepore, Associate Vice President for Human Resources  
Jennifer Martin, President, Faculty Senate  
Andrew Martino, Dean, Clarke Honors College  
Eli Modlin, Chief of Staff  
Karen Olmstead, Provost and Senior Vice President of Academic Affairs  
Maarten Pereboom, Dean, Fulton School of Liberal Arts  
Valerie Randall-Lee, Assistant Vice President of Student Affairs/Dean of Students  
Michael Scott, Dean, Henson School of Science and Technology  
Eric Stewart, Deputy Chief of Staff for Communications  
Karen Treber, General Counsel  
Christy Weer, Dean, Perdue School of Business  
Andrew Wilson, President, Student Government Association  
Janet Wormack, Vice President for Administration and Finance

**1. President's Remarks and Updates – President Carolyn Lepre**

- Dr. Lepre appreciates the feedback and support from this group, and willingness to meet more often.
- The Provost Search Committee met for the first time on Monday, December 12 and are currently working on the finalizing the search profile. Please encourage those in your departments to voice their opinions. Information about the search and any feedback can be sent to the email address found on the following webpage:  
<https://www.salisbury.edu/administration/president/provost-search.aspx>
- Through her many listening opportunities, Dr. Lepre noted that one area for improvement is how budgets are determined at this institution. The focus should be more strategic oriented. She is working with the Administration and Finance Department to create a new budget framework. One of her priorities for this new model will be disentangling operational and personnel costs.

**2. Updates from the Provost – Dr. Karen Olmstead**

- Dr. Olmstead thanked everyone for their hard work through a tough semester. The campus is almost fully back to normal, with many events happening on campus.
- Commencement this winter will be a blend of our previous traditional ceremony with aspects from the past few years' Gradwalk, which offers a more personalized approach. More information is forthcoming.
- There is a drive to provide more support to students who struggled with proficiency exams and standardized test scores from public schools. The goal is to help those that may not have received the necessary content training in areas such as mathematics and English due to disruptions caused by COVID. The other big domain is the concept of Learning to Learn. Students are coming here now with not enough skills and strategies for effective learning.
- The Ward Museum has been closed since July 2022 due to a catastrophic HVAC failure and the building is not salvable in our budget. A new location is being explored, preferably in the Downtown area of Salisbury.

**3. Campus Climate Study Recommendations – Eli Modlin**

- Recommendations and next steps from the Campus Climate study were presented.

- An implementation work group was created and has tasked the University to take action on 18 recommendations.
- The Career Growth and Compensation section recognizes how we acknowledge and recognize growth at the University.
  - a. Human Resources is a key partner in communicating information concerning upcoming open positions.
  - b. There will be a proactive approach to sharing information which will be reflected in the upcoming budget report. Keeping in mind that the new proposed budget model will be more comprehensive and provide clarity.
  - c. An effort will be made to work with Shared Governance groups to complete a comprehensive salary study for employees.
- The Diversity, Equity & Inclusion section describes recommendations to support DEI efforts such as:
  - a. Examining policies and procedures to ensure SU's commitment to equity diversity and inclusion.
  - b. Conducting inclusive search training.
  - c. Implementing a Preferred Name Policy.
  - d. Requiring diversity and inclusion training and adding a comprehensive diversity and inclusion session during employee orientation.
- The Employee Engagement section concentrates on recommendations for retention efforts, exploring flexible and creative methods to support staff and faculty.
- The Professional Development section has recommendations for professional development and mentorship programs.
- And other categories include allowing employees to provide feedback on their supervisor during their annual evaluation process and strategic planning for the Counseling Center.

**4. Office of Diversity and Inclusion Initiatives – Vanice Antrum**

- There will be a spring Powerful Connections program offered to students who were not able to participate in the fall and any transfer students beginning in the spring semester. Please reach out to any students who could benefit from this program.
- The goal of this program is to engage with students who are coming in mid-year who will need those additional touch points with the University as well as provide an opportunity for a sense of belonging.

- The Office of Diversity and Inclusion is in the process of recruiting a Diversity Recruitment and Retention Coordinator. This position will focus on providing insight to marketing and programming focused on the recruitment and retention of undergraduate students from diverse backgrounds.
- Residence Life is tentatively exploring a special interest housing community, IDEAA (Inclusion, Discovery, Equity, Allyship and Advocacy) would be for those students interested in learning from and engaging in programs and dialogue focused on complex issues centered in equity, justice and inclusion. Students would have the opportunity to explore various aspects of their own identities and interface with faculty, staff and other students from various other backgrounds through programs, speakers and events.
- There is an effort to coordinate and centralize the various schools and department's individualized DEI-focused work into one centralized unit.

**5. Information Security Guidance – Ken Kundell**

- The Governor of Maryland issued an emergency directive to the Executive Branch to remove specific software from certain vendors who offer an unacceptable level of security risk to the State. Salisbury University Information Technology (IT) was asked by the University System of Maryland to create a recommended action plan concerning State-issued electronic devices. Some applications that were banned are Kaspersky, Alibaba, and TikTok.
- IT will survey and conduct a risk assessment and cross that with the location highly sensitive areas and make sure appropriate measures are taken. A general announcement will be made to the campus community with an advisory phase-out with information of high-risk software that should be removed from devices.
- There was some discussion on the significant advantages of using applications such as TikTok to reach a specific student audience.
- A comment was made about the use of Artificial Intelligence (AI) essay writing tools. There is a concern that students are using these algorithms to write papers. It was also noted that many students use these as study and resource tools.

**6. The meeting adjourned at 10:00 a.m.**