iSchool Assembly
February 5, 2021, 9:30 AM – 11:05 AM
Online (Zoom)

Preliminaries
- Call to order
- Review and approval of minutes from December:
  https://internal.ischool.umd.edu/wp-content/uploads/2021/01/Assembly_12042020_Minutes.docx
  - Motion: Jen Golbeck
  - Second: Tammy Clegg
  - Approved unanimously
  - Review and approval of this agenda
    - Motion: Jen Golbeck
    - Second: Caro Williams-Pierce
    - Approved unanimously

Assembly Items

I. *Dean's Update [Keith]*
  - Introductions to new folks (welcome, everyone!)
  - Spring enrollment is healthy – 29,000 undergraduates & 9,000 graduate students – enrollment is flat compared to what we had in the fall
  - Fall 2021 target: 4,600 new students
  - Move to Common App has resulted in increased enrollments, including underrepresented minorities
  - We've already done early admissions – we're up 31%
  - iSchool enrollment is holding steady or increasing
  - We have a lot of high visibility things going on – SODA and Data Journalism, for example.
  - Our undergrad program is growing, but slowly – we're at about 1,300 students. Shady Grove is at about 53 students – launching two new minors.
  - MLIS applications are up about 5 to 10%
  - HCIM applications are down about 5 to 10%
  - MIM applications are stable – looking to grow MIM cluster degrees
  - Our PhD applications are up by 75% -- many are very strong students, particularly in the LIS areas – target new cohort: 17
  - Lots of new program development: GEM; MPS in Data Journalism; Technology & Design specialization in HCIM; InfoDesign, our second undergraduate program; SODA major is being presented to MCC today; Ethics minor is begin reviewed
  - Master of Professional Studies
  - Paul: undergraduate minor in accessibility studies
  - Working on professional doctorate in advanced leadership
  - We have 20 new PhD students and we'll have three visiting faculty members next year
  - Ann Wylie is the Interim Provost
  - Working on space
  - Jeff Waters has just released a new album!

II. *FY21 Mid-year budget update [Melekte]* [See Melekte's slides for more information]
- We're in a restrictive budget period due to the pandemic – we have a spending freeze and a hiring freeze in place
- We're using our budget as a tool to meet our specific goals
  - Becoming one of the best iSchools in the nation
  - Staying solvent / Re-growing fund balance
  - Positioning college to withstand some of the unknown financial pressures UMD and Maryland might be facing in the coming years – things haven't turned out as bad as we had planned for, but there's still a lot of unknowns
  - Show our continued commitment to our people
- Fiscal Year: July 1 – June 30 (currently, FY2021 through June 30, 2021)
- Fund balance: The College's savings account (fairly unrestricted)
- Biggest variance: We budgeted 5 million, but we're seeing closer to 4.3 million for Master's programs tuition – we met our student targets, but not our revenue targets (we're looking into this)
- $56,000 draw – fund balance sweep to help fill the University's budget gap
- We've had a 5% growth in our fund balance, and we're not anticipating any more cuts before the end of this fiscal year (June 30th) – not sure about FY22, though
- Personnel expenses: We're on target, but underspending in some categories – we're pretty much on target
- Non-personnel expenses: We're doing really well
- Sponsored Projects Activity: We've spent about $4.5 million in sponsored project expenditures – slightly more than last year at this time (probably due to sub-award expenses). We've submitted 25 full proposals in the first half of the year. Our proposals are bigger and more complex this year.
- Our fiscal year still looks strong – ending the year with a positive fund balance of one million dollars
- This is our first full year of generating tuition from our Master's program – we're tweaking our model to improve future projections
- We're continuing to hire faculty and staff – we haven't stopped growing. We've slowed down and added additional layers. We will continue to make new hires.
- We're working on new revenue sources to help with the gaps that we're projecting. We have support from the Provost's office.
- Overview of FY22 budget: The campus fared a lot better than we had anticipated. We don't think there'll be a major cut to our budget this year. We'll know more in April – I'll let Assembly know at that time.

III. *Outside Professional Activities and Digital Measures [Doug] (OPA-DooM)*
- Outside Professional Activity Report is higher visibility now – applies to all faculty and exempt staff
  - Paid outside professional activities and everything that's significant otherwise
  - You have to report anything that you do for a foreign government or entity
  - It's better to over-report than to under-report!
  - Faculty includes all faculty (adjuncts, faculty assistants, etc.)
  - If you worked more than 40 hours over the course of the year, you should report it – if you received any money (regardless of hours worked), you should report it

- ○ If it was service to the state of Maryland, that's very high interest – there are specific prohibitions against being paid by the state of Maryland while you're employed at the University
  - ○ No help desk support available for OPA
  - ○ You'll be receiving an email about OPA on Monday
- Digital Measures (was Activity Insight)
  - ○ Just tenure-track and professional-track faculty complete this (does not include adjuncts, postdocs)
  - ○ They want to collect what it is we do
  - ○ New this year: Narrative reports; You can put comments on specific activities – can explain things; If you want, you can have your history imported for you.
  - ○ We still need your CV for annual reviews – we use a Google Form for this.
  - ○ What's all this used for?
    - ■ OPA: Conflict of Interest, Conflict of Commitment; State interest in university service to the state; Federal interest in activities with foreign governments
    - ■ DooM: Annual Reviews; Merit pay review (we have no merit pay reviews this year)
  - ○ There is help desk support for Digital Measures
  - ○ This is not a requirement of the University, it's a request by the iSchool: **Please complete this before you leave for Spring Break!**
- Ask Doug if you have any questions on either the OPA or Digital Measures

IV. *Expanding iSchool representation at Faculty Senate [Jessica]*
- We can expand our representation at the faculty senate
- Eun Kyoung is our current rep
- Who will be our second rep?
- About 2-3 hours per month commitment minimum – lots of opportunities to join subcommittees, as well
- Rep needs to be tenured, tenure-track (not professional track)
- We get to have one senator per 15 tenured/tenure-track faculty members in the College
- Three-year term
- Katie Shilton and Jessica Vitak volunteered
- Katie likely couldn't make some of the meetings, so we moved forward to vote on Jessica assuming this position
- Vote results: 27 yes (approved!)

V. *Revising Research Impact Grant (RIGs) program [Susan]* [See Susan's slides for more information]
- Created about 4 years ago to improve iSchool research through a competitive internal grant program
- Impact Magnification: Encourage researchers to mobilize larger scale research that extends beyond the iSchool
- Didn't seem to help catalyze the faculty to be thought leaders
- Impact Magnification 2.0: Increase impact through interest groups
  - ○ Different research scales

- ○ Goals: Foster interactions; Catalyze collaborative research; etc.
- ○ Interest groups need to meet regularly, collaborate on projects, have a web presence, and hold at least four public events per year
- ○ College can provide funding and support
- ○ Fill out a Request to Establish (same RIGs deadlines as usual)
- ○ Requests will be reviewed by Susan, Brian, Kate, and a member of The College Advisory Committee

VI.   *Maryland Day [Sarah Grun]*
- Virtual this year – last Saturday in April (4/24), 10 AM to 2 PM
- Two 2-hour blocks of time: One focused on families; second focused on prospective students
- We need to submit at least one idea for each of these within the next week and a half
- Pre-recorded events of no more than 15 minutes each
- They're looking for something that's engaging
- It would be great to highlight some things that are going on at the College
- Please email Sarah your ideas by next Friday

VII.   *Announcements*
- Dan Greene: The University had an American Association of University Professors (AAUP) chapter – we're restarting it – contact me if you're interested in joining
- Jeff Waters: If you have students in crisis – I sent some resources yesterday. Ron (for undergrad students) and I (for grad students) are happy to help! Students are struggling – if you notice things, please let us know.
- Bill Kules: We are running about 50 client-based projects for the undergraduate capstone – thanks, everyone, for helping with this!

Adjourn:
- Motion: Jen Golbeck
- Second: Doug Oard

In attendance:

#	Last Name	First Name	Present?
1	Adle	Morgan	Yes
2	Ai	Wei	Yes
3	Allen	Naielia	Yes
4	Amamcherla	Sravya	
5	Antoun	Chris	Yes
6	Aragon	Claudia	Yes
7	Armstrong	Jackie	Yes
8	Azar	Emilia	Yes
9	Baron	Jason	Yes
10	Baugh	Dave	Yes
11	Bezbabna	Tetyana	Yes
12	Bonsignore	Beth	Yes
13	Boston	Carol	Yes
14	Botlero	Lucinda	Yes
15	Boyd-Graber	Jordan	
16	Brown	Corie	Yes
17	Butler	Brian	Yes
18	Campbell	Susan	Yes
19	Chan	Joel	Yes
20	Choe	Eun Kyoung	Yes
21	Christian-Lamb	Caitlin	
22	Christopher	Dan	
23	Clegg	Tammy	Yes
24	Cole	Joan	Yes
25	Cortes	Luis	Yes
26	Dacquisto	Emily	Yes
27	Dibert	Noah	Yes
28	Diker	Vedat	Yes
29	Domingo	Beth	Yes
30	Duffy	Pam	
31	Elmqvist	Niklas	
32	Faccio	Fabian	Yes
33	Fellows	Andy	Yes
34	Feltner	Jessica	Yes
35	Fenlon	Katrina	Yes
36	Fotouhi	Babak	Yes

#	Last Name	First Name	Present?
37	Frias-Martinez	Vanessa	Yes
38	Gao	Ge	Yes
39	Geraghty	Lisa	
40	Gilbert	Sarah	Yes
41	Gill	Marybeth	Yes
42	Golbeck	Jen	Yes
43	Gorham	Ursula	Yes
44	Greenberg	Steve	
45	Greene	Dan	Yes
46	Grun	Sarah	Yes
47	Harry	Charlie	Yes
48	Hassan	Naeemul	Yes
49	Heidenblad	Donal	Yes
50	Henderson	Kibbi	Yes
51	Hill	Renee	Yes
52	Hinckle	Mia	Yes
53	Hung	Eric	Yes
54	Izsak	Kate	
55	Jaeger	Paul	Yes
56	Janzen	Shawn	Yes
57	Jelveh	Zubin	Yes
58	Johnson	Liv (Celeste)	
59	Jordan	J. Bern	Yes
60	Kacorri	Hernisa	
61	Kraus	Kari	Yes
62	Kules	Bill	Yes
63	Kumar	Priya	
64	Lawley	Katy	Yes
65	Lazar	Amanda	Yes
66	Lazar	Jonathan	Yes
67	Le	Eric	
68	Leitch	Alex	Yes
69	Lin	Yen	Yes
70	Loshin	David	Yes
71	Lutters	Wayne	Yes
72	Marciano	Fernando	Yes
73	Marciano	Richard	Yes

#	Last Name	First Name	Present?
74	Marsh	Diana	Yes
75	Marzullo	Keith	Yes
76	Mason	Daisy	
77	McGuire	Kevin	
78	Mealo-Wentz	Jo Anne	
79	Mohamed	Abdirisak	Yes
80	Momeni	Naghmeh	Yes
81	Muppalla	Naga	
82	Napier	David	Yes
83	Ndumu	Ana	Yes
84	Njihia	Jane	Yes
85	Nnamdi	Ezeigwe	
86	O'Grady	Ryan	Yes
87	Oard	Doug	Yes
88	Oliveros	Allan	Yes
89	Padron	Ron	Yes
90	Paletz	Susannah	Yes
91	Patrick	David	
92	Penn-Diallo	Cecelia	Yes
93	Pietrucha	Nicole	Yes
94	Piety	Phil	Yes
95	Ploetz	Charlene	Yes
96	Ramsey	Joe	
97	Reitz	Galina	Yes
98	Robinson	Rochelle	Yes
99	Roderer	Nancy	Yes
100	Ruiz	Francisco	
101	Sahasrabudhe	Vikas	Yes
102	Sanchez	Claudia	Yes
103	Sauter	Mols	Yes
104	Scarson	Jillian	Yes
105	Sherren	Joseph	Yes
106	Shilton	Katie	Yes
107	Simon	Michelle	Yes
108	Sivan-Sevilla	Ido	Yes
109	Skakun	Sergii	Yes
110	Smith	Dustin	

#	Last Name	First Name	Present?
111	St. Jean	Beth	Yes
112	Stilwell	Joana	
113	Subramaniam	Mega	Yes
114	Surla	Stacy	Yes
115	Tang	Christopher	
116	Tausczik	Yla	
117	Taylor	Craig	Yes
118	Truneh	Melekte	Yes
119	Van Hyning	Victoria	Yes
120	Vanderheiden	Gregg	
121	Vitak	Jessica	Yes
122	Wang	Ping	Yes
123	Waters	Jeff	Yes
124	Weaver	Kathy	
125	Weintrop	David	Yes
126	Williams-Pierce	Caro	Yes
127	Winter	Susan	Yes