

## CSM Senate Meeting Minutes

---

**Meeting date:** November 14<sup>th</sup>, 2022

**Time:** 2:30 pm

**Location:** Held via Zoom

**Members in attendance:**

- Chandra Yelleswarapu, Physics, Chair
- Daniel Dowling, Chemistry, Associate Chair
- Karla Schallies, Biology, Secretary
- Catherine McCusker, Biology
- Jonathan Rochford, Chemistry
- Joel Fish, Mathematics
- Kellee R Siegfried-Harris, Biology
- Kouros Zarringhalam, Mathematics
- Maxim Olchanyi, Physics
- Moriah Roache, Physics
- Mridula Satyamurti, Chemistry
- Nurit Haspel, Computer Science
- Oleg Lazarev, Mathematics
- Tiago Cogumbriero, Computer Science
- Yusuf Mustopa, Mathematics
- Velina Batchvrov, Student Success Program Coordinator
- Aidan Remington, Mathematics, Undergraduate Student Representative
- Eric Steele, Physics, Graduate Student Representative

**Member(s) absent:**

- Kenneth Fletcher, Computer Science
- Michael Rahaim, Engineering

**Others in attendance:**

- Alexia Pollack, Associate Dean, CSM Dean Office Representative

The meeting was called to order at 2:31 pm.

1. Modifications were made to the agenda that was sent prior to today's meeting. The changes included the visit of the Vice Chancellor for Student Affairs and the additional discussions proposed by CSM Senate members about the allotment of the Learning Assistants and Supplemental Instructors and the Academic Affairs Committee which will also be discussed in the draft of the By-Laws in the "Other business" section of today's meeting. A motion to approve the updated agenda was seconded and approved unanimously.
2. A motion to approve the October 17th, 2022, meeting minutes was seconded and approved unanimously.
3. Dr. Karen Ferrer-Muñiz, Ph.D., Vice Chancellor for Student Affairs joined the meeting to introduce herself to the CSM Senate. Dr. Ferrer-Muñiz has more than 28 years of experience working on Student Affairs, and she started working at UMass Boston in the Summer. She invited all members to reach out with any questions or comments.
4. Announcements
  - Velina Batchvrov, Student Success Program Coordinator, will replace Maureen Title, Mathematics, as Staff Representer At Large, in the CSM Senate since Maureen has moved to the College of Nursing. Elections might be needed in the future if Velina would like to be elected for the position rather than nominated and selected.
  - Stephen Chang, Computer Science, will be representing Computer Science in the Academic Affairs Committee.
5. New business
  - New course proposal for BIOL 644 - Ecology and Evolution in the Anthropocene. The current proposal has a syllabus that does not follow the required format for graduate courses. The Chair of the CSM Senate reached out to the faculty who created the course,

and we are currently waiting for the syllabus to be updated. A motion to postpone the decision about this proposal to a future meeting was approved unanimously.

#### 6. Dean's office remarks

- Alexia Pollack, Associate Dean, mentioned she will compare the syllabus format found in Currilog to other posted formats.
- The CSM Dean's office shared a memo with a 3-year Tenure Track Faculty hiring plan with the CSM Senate members. The hiring will be completed in two phases. The current phase, called the Process Phase, includes the faculty, the Chair, CSM Senate, and it's the time to work on the requests. The second phase includes the process needed to submit the requests. The CSM Senate Chair will forward the email sent by Alexia to the CSM Senate.

#### 7. Other Businesses

- By-Laws Discussion
  - The CSM Senate members have been working on updating the CSM Senate By-Laws for the past year.
  - During this meeting, several CSM Senate members gave their opinion about the responsibilities of each committee and the membership for each committee. One of the opinions heard mentioned that perhaps every committee needed a CSM Senate representative, and it was followed by a discussion about the advantages and the disadvantages of this option.
  - The working draft for the CSM Senate By-Laws will be shared with CSM Senate members to obtain their feedback before or during the next CSM Senate meeting.

- Therefore, the CSM Senate is still working on the description of the responsibilities for each of the committees and when those are completed, the CSM Senate will need to request membership and find support from each department.
- Discussion on how to recruit members for each CSM Senate committee is pending for a later time.
- The final draft of the CSM Senate By-Laws and CSM Senate committees is still pending to be discussed. CSM Senate members can access the link below to provide feedback on the current working draft: [Link to the draft](#).
- Discussion about a resolution previously approved by the CSM Senate on April 11<sup>th</sup>, 2022 members that stated:

*The Senate requests that the Dean's Office and Department Chairs and/or the Chair's designee shall collectively meet on an ongoing basis to negotiate funding provided by the Dean's Office for departments to hire Learning Assistants (LAs) and Supplemental Instructors (SIs) under the existing Dean's Office model. This does not apply to departmentally funded and driven initiatives on peer instruction. Following this allocation, Department Chairs should work with their departments to hire LAs/SIs and allocate them to courses. Hiring criteria should be determined by the Departments.*

- Robin Côté, Dean of the College of Science and Mathematics, recently communicated with Chandra Yelleswarapu, Physics, Chair of the CSM Senate that the funding for Learning Assistants and Supplemental Instructors is from the Dean's Office that the

Dean's Office will directly communicate with the instructors about the Learning Assistants and Supplemental Instructors process.

- A discussion about this topic will be followed in a future meeting. CSM Senate members are encouraged to contact their Department Chairs and asked them about their preference in how the Learning Assistants and Supplemental Instructors are hired so an open discussion can occur in a future meeting

8. The next meeting is on the second week of December.

Meeting adjourned at 4:02 pm.