

**FSEM Committee Meeting**  
**February 11, 2016, 5:00-7:00 p.m., HCC 310**

Attendees: Will Mackintosh, Keith Mellinger (ex officio), Jennifer Magee, Jessy Ohl, Nora Kim, Patricia Orozco

1. Committee Business
  - a. New Member
    - i. We welcome Nora Kim to the FSEM committee.
  - b. Appoint New Secretary
    - i. Jessy Ohl will serve as new secretary.
  - c. Leadership for Next Year
    - i. Consider volunteering for leadership positions next year.
  
2. Policy Matters
  - a. Program-Specific FSEMs
    - i. The committee will continue to focus on the content of each FSEM proposal when making decisions regarding acceptance.
  - b. FSEMs taught by non-instructional faculty
    - i. The committee discussed at length the increasing number of proposals being received from members of the university who are not full-time continuing teaching faculty. Consequently, the committee decided to codify their working policy.
    - ii. As an integral part of UMW's academic curriculum and in an effort to maintain the teaching faculty's critical and central role in the development of the curriculum, the FSEM committee adopts the following policy pertaining to the teaching of FSEM courses by members of the UMW community who do not hold academic rank in an academic department: FSEMs must be proposed and taught by or taught under the supervision of a full-time continuing member of the instructional faculty. If a non-instructional or non-continuing faculty or staff member wishes to propose an FSEM, they must do so jointly with a **full-time continuing** faculty member who will collaborate with them on the course development. Both names must be on the proposal. Non-instructional or non-continuing faculty members who have previously served as instructional faculty at UMW may then teach the co-proposed course autonomously if they wish. Non-instructional or non-continuing faculty members who have not previously served as instructional faculty at UMW must initially shadow the co-proposing full-time continuing faculty member the first time the new FSEM course is offered. After this initial offering, the non-instructional or non-continuing faculty member may reapply to the FSEM Committee to teach the course autonomously in future semesters.
  
3. Spring 2016 Proposals
  - a. Name Change

- i. The committee approves changing the name of the FSEM “Making a Difference” to now read “Passion to Action.”
- b. Discussion of Proposals
  - i. The committee accepted proposals submitted by Joseph Dreiss, Christina Eggenberger, Leslie Martin, Kashef Majid, María-Isabel Martínez-Mira, Jason Matzke and Michael Reno, Virginia Mackintosh, April Wynn.
  - ii. Contingent on the submission of necessary revisions, the committee accepted the proposal submitted by Roberta Gentry, Janet Asper, Alan Griffith, Dan Hubbard, Craig Vasey and Leah Cox, Parrish Waters.
  - iii. The committee reviewed 2 applications that were ultimately rejected.

Adjourned at 7:00 p.m.