

**MINUTES**  
**University Faculty Council**  
**University of Mary Washington**

**Organizational Meeting**  
**May 5, 2011**

1. Call to Order. The meeting was called to order at 9:00 a.m. by outgoing Chairperson, Ernest Ackermann, with all voting members of the 2011-2012 UFC present as follows:

Stephen Davies, Computer Science (at-large)

Andrew Dolby, Biology (at-large, returning)

Leigh Frackelton, Accounting and Management Information Systems (COB, returning)

Dan Hubbard, Accounting and Management Information Systems (COB)

Jennifer Jakubecy, Foundation, Leadership, and Special Populations (COE)

Teresa Kennedy, English, Linguistics, and Communication (CAS)

Mary Beth Mathews, Classics, Philosophy and Religion (at-large, returning)

Debra Schleeef, Sociology and Anthropology (at-large)

Suzanne Sumner, Mathematics (CAS, returning)

Jo Tyler, Foundations, Leadership and Special Populations (COE, returning)

2. Order of Business. The purpose of the meeting was to elect UFC officers for the 2011-2012 academic year. Ernest Ackermann explained the duties of the three officers: Chairperson, Secretary, and a third representative. There was some discussion about giving the third representative a title, and Ernest Ackermann pointed out that the incoming UFC can address the issue as a change to the Faculty Handbook.

3. Election of Officers. Ernest Ackermann asked for nominations for officers. Mary Beth Mathews nominated Andrew Dolby as Chairperson. The nomination was seconded by Jo Tyler. Leigh Frackelton moved that the nominations be closed, and Andrew Dolby was elected Chairperson by acclamation. Teresa Kennedy nominated Jo Tyler as Secretary, and Dan Hubbard seconded the nomination. Mary Beth Mathews moved that the nominations be closed, and Jo Tyler was elected Secretary by acclamation. Teresa Kennedy nominated Leigh Frackelton to serve as the third UFC representative, and Jo Tyler seconded the nomination. Andrew Dolby moved that the nominations be closed, and Leigh Frackelton was elected as the third representative by acclamation.

4. Organizational Process. Andrew Dolby said that he plans to meet with John Morello to schedule a meeting of all UFC committees during the orientation week in August and to organize the schedule for meetings. The goal will be for the University-level committees to meet before the College governing bodies and for the College governing bodies to meet before the UFC. Mary Beth Mathews suggested that the UFC continue meeting on Tuesday at 4:00 p.m. once a month for its regularly scheduled meeting, and this proposal received general consensus.

5. Action Items. Ernest Ackermann pointed out that due to the SACS review beginning next year, John Morello has requested that all University curriculum decisions and Catalog revisions

be approved in the Colleges by December 2011 and be submitted to the UFC by February 2012. Andrew Dolby recommended that another goal he has for the UFC is to improve the presence of faculty governance on the UMW website. Stephen Davies agreed to assist in this effort, and Jo Tyler agreed to work on organizing the UFC blog. These efforts will be coordinated with the University Faculty Organization Committee, which is charged with monitoring a digital archive of all University committee reports (Faculty Handbook §2.6.6.7). Andrew Dolby also mentioned that during the coming year the UFC should plan to work actively with the committees and offices dealing with the QEP and the Honors Program.

6. Duties of UFC Members. Andrew Dolby mentioned that the UFC members, especially the representatives elected from each college, should bring feedback to UFC meetings. Jo Tyler also noted that members have a dual role of not only bringing issues from the faculty to the attention of the UFC, but also reporting back to the faculty and explaining University-wide decisions of the UFC. Ernest Ackermann mentioned that as UFC Chairperson he tried to attend each meeting of the college governing bodies, although this is not a required duty of the chairperson.

7. Budget. Suzanne Sumner raised the idea of the UFC having a budget funded by the Provost's office. She pointed out that currently the Provost provides reimbursement for UFC members who attend meetings of the Faculty Senate of Virginia. Teresa Kennedy mentioned that the course release for the UFC Chairperson should not come out of the "adjunct" budget for that person's college or department, so a formal policy about this is needed.

8. Adjournment. The meeting adjourned at 9:45 a.m.

Respectfully submitted,

Jo Tyler, Secretary