University Faculty Council Report
Anand Rao, UFC Chair
Board of Visitors Meeting
February 19, 2016

The University Faculty Council (UFC) has met twice since the last Board of Visitors meeting in November 2015. The first meeting was held on November 23, 2015. The agenda packet, including all support materials, can be found on the UFC webpage at http://ufc.umw.edu/2015/11/04/ufc-meeting-agenda-november-23-2015/. In addition to reports from officers, ex officio members, and university committees, the UFC agenda included the following business:

- Bachelor of Liberal Studies (BLS) Committee – until this year, the BLS Committee has reported to the CAS Faculty Senate. With the changes to the university governance structure, the UFC asked the University Faculty Organization Committee (UFOC) earlier in the semester to consider changing the BLS Committee to a University-level committee that reports to the UFC. The motion passed.

- Short Term Military Absences Policy – the UAAC submitted this motion for a change to the course catalog regarding short-term military absences for the October meeting (tabled in October and discussed on November 23rd). The motion passed.

- UCC and Alternative Course Model Proposals Motion – the motion, submitted by a member of the University Curriculum Committee (UCC) and supported by other members of the UCC, asked that any course or program proposals that pursued an alternative course model should be tabled until the UFC passes a policy regarding alternative course models, including procedures and guidelines related to their approved adoption. The motion passed.

The UFC also met on February 3rd, 2016. The agenda packet, including all support materials, can be found on the UFC webpage at http://ufc.umw.edu/2015/12/02/ufc-meeting-agenda-february-3-2016/. In addition to reports from officers, ex officio members, and university committees, the UFC agenda included the following business:

- Policy on Retroactive Administrative Withdrawals – the policy outlines the terms and procedures for consideration of requests for ‘late withdrawals’ for nonacademic reasons. While relatively rare, such requests have been handled by the Office of Academic Services on a case-by-case basis for years. The policy provides a clearer process and decisions are made by a committee including the Director of Academic Services, the Registrar, the Dean of Student Life, and the chair of the University Academic Affairs
Committee. The motion passed.

- **Grading When Honor Cases are Pending** – the policy creates a change in grading for cases in which a student has been accused of an honor violation of cheating in graded coursework and the accusation is pending on the date final grades are due. Under the policy, a ‘G’ grade would automatically be entered for the student in the course instead of asking the faculty member to enter a grade. A final course grade can be entered the following semester after the case has been resolved. The motion passed.

- **General Student Complaint Policy** – Federal policy and the accreditation requirements of SACS/COC require that there must be a written response provided to any written student complaint. While UMW has a procedure for students to file a written grade appeal, there is not a clear procedure for addressing non-grade related complaints. This policy outlines procedures for non-grade related complaints and disputes and will be included in the Policy Manual and the Faculty Handbook. The motion passed.

- **Faculty Handbook Change for Coaching Staff to Become One-Year Appointments** - this change was proposed by the Director of Athletics and was endorsed by the President and the Intercollegiate Athletic Advisory Committee. The change in handbook language would only apply to coaches. After considering and discussing the motion at two meetings, the UFAC voted to approve the motion and submitted it to the UFC. – The motion failed after substantive discussion.

The next meeting of the UFC will be held on February 24, 2016. The full agenda packet will be available by February 17, 2016, and will be posted on the agenda page:

[http://ufc.umw.edu/2016/02/10/ufc-meeting-agenda-february-24-2016/](http://ufc.umw.edu/2016/02/10/ufc-meeting-agenda-february-24-2016/)