

University Faculty Council Meeting Minutes

February 1, 2017 – Digital Auditorium (HCC)

3:30-5:30pm

1. Call to Order: The meeting was called to order at 3:34 p.m.
 - 1.1. Members present: Abby Brethauer (CAS-HPS), Courtney Clayton (CoE), Janine Davis (CoE), Paul Fallon (CAS-AH, UFC Secretary), Steve Greenlaw (CAS-SS), Dave Henderson (CoB), Ken Machande (CoB, UFC Vice-Chair), Kristin Marsh (at large), Jason Matzke (CAS-AH), Deb O'Dell (CAS-HPS), Anand Rao (at large, UFC Chair), David Rettinger (CAS-SS and Parliamentarian), Woody Richardson (CoB), Marie Sheckels (CoE), David Stahlman (CAS-SS), Gregg Stull (at large), Marie Wellington (CAS-AH), Chuck Whipkey (CAS-HPS). Ex officio members: Nina Mikhalevsky (UMW Acting Provost), Troy Paino (UMW President), and SGA representative Hayley French. Members absent: none.
2. Minutes – The minutes of the November 30, 2016 meeting were unanimously approved.
3. Reports
 - 3.1. President Paino (via video report, shown out of agenda order, at 4:00 p.m.) The video presentation is available at this link to the UMW community.

<http://ufc.umw.edu/recordings/feb-1-2017-ufc-meeting/>

- 3.1.1. There will be coffees with the President. The first will be on Feb. 23 at 4:00 in the HCC Digital for any questions about the all-University meeting.
- 3.1.2. Pres. Paino wants to encourage meetings with departments to meet and learn more.
- 3.1.3. For Your Information Items, largely arising out of the all University address.
 - 3.1.3.1. There are some positive signs about the Governor's budget. There seems to be a base increase perhaps as high as 3% for state employee wages. There will have to be some changes on the historic preservation tax credit and others in order to fund this. State appropriations translate to budget cuts between 3.5-5%.
 - 3.1.3.2. There were various Cabinet and leadership changes. VP for Advancement & University Relations search is moving along. The search committee reports a strong pool. Semi-finalists will be interviewed in February, and 3-4 will be chosen as finalists to be brought to campus.
 - 3.1.3.3. Pres. Paino seeks faculty input through faculty governance department chairs and input regarding the Provost position. Nina Mikhalevsky's work is appreciated and Pres. Paino praised her as one of the most talented academic administrators he has worked with.
 - 3.1.3.4. The Dean of Education search has had its first meeting.
 - 3.1.3.5. Follow up questions on diversity and inclusion in wake of Leah Cox's departure. The Executive Director of HR is not ideal to also be Title IX Coordinator. That search is moving quickly. Tiffany Oldfield will move into

the Title IX Coordinator position, and we are seeking to fill the investigator position. There is also a search for a sexual assault educator.

- 3.1.3.6. The STP Program, James Farmer Scholars, and Rappahannock Scholar programs are now under Tim O'Donnell.
- 3.1.3.7. Nina Mikhalevsky and Sabrina Johnson will co-chair a task force for diversity and inclusion. By May, the task force will present specific recommendations. This is a priority of Pres. Paino's administration.
- 3.1.3.8. Pres. Paino mentioned concern about Pres. Trump's Executive Order banning entry to the U.S. from seven nations. There should be a university statement of the facts as we know them. The Attorney General's office is helping us. The situation is fluid. Pres. Paino stated his personal support of UMW as an inclusive community that values all its members. He acknowledged the need to follow federal law.
- 3.1.4. After this video, UFC Chair Anand Rao asked a question of the Acting Provost about the Executive Order: Where are we for our students? Provost Mikhalevsky replied that a document responding to the Order is on Carey's desk. Many people on campus and in the community are worried. We at UMW are not in a position to give an answer. We need to support teach other. But only the Attorney General can advise us. Every Cabinet position is paying attention and taking the issue seriously. It is affecting conference attendance, summer programming, and other things.
- 3.2. Acting Provost Mikhalevsky (video of this report is available at link above)
 - 3.2.1. Acting Provost Mikhalevsky assumed the UFC had seen the President's speech last Thursday. She summarized the leadership changes. Kristin Marsh asked about plans for Leah Cox's office and was told that the Title IX Coordinator duties has gone to Sabrina Johnson. Once the investigator slot is filled, Tiffany Oldfield will directly report. Rappahannock Scholars and James Farmer Scholars will move to Tim O'Donnell. One of the activities of the Task Force will be to make recommendations.
 - 3.2.2. John Morello stated that the Office of Justice awarded us a \$250k grant. The first required six-month report has been submitted. Descriptions are being written for full-time and part-time positions.
 - 3.2.3. Provost Mikhalevsky noted that Pres. Paino also made references to the budget. We are still waiting for budget direction. We are now looking at cuts but she doesn't know where cuts will be made or how much will be cut.
 - 3.2.4. Provost Mikhalevsky has taken leadership of the Faculty Compensation Committee. They have run 7 models for increasing faculty salaries. She is trying to confirm the \$150,000 figure, and will come back to CAS chairs and deans of other two colleges once a decision is made.
 - 3.2.5. The Acting Provost is also chairing the Faculty Workload Committee, which has developed a banking model for internships, for independent studies, and for faculty who teach an excess of contact hours. They are also recommending course minimum and maximum enrollments. When that committee finishes its work, CAS chairs and the Faculty Affairs Committee will also provide feedback. Observation: One of the Provost's passions is faculty governance. Governance affects curriculum, hiring and firing of faculty. Faculty are responsible for core governance. Provost Mikhalevsky will not create Task Forces when we have existing structure which can

do the work. She believes certain matters should have been handled through Faculty Affairs. Faculty committees can get expertise they may need from colleagues.

- 3.2.6. The third taskforce is Ad hoc on Diversity and Inclusion. The purpose was to look at all programs. That committee was chaired by Leah Cox. That group will draft a report of recommendations, to be completed by the end of the semester, to submit to the President in June and the Board in July. Jason Matzke asked about feedback. Workload and Compensation task forces will make recommendations to the Acting Provost, who wants Faculty Affairs to provide input. Miriam Liss has been keeping people informed. The Provost's only hesitation is having people comments from people behind the curve. Faculty Affairs has been keeping up on this matter, and she asked us to trust our colleagues.
- 3.2.7. Anand Rao appreciated her comments on the first two committees. He had a question on the Taskforce about faculty on under-represented populations. That issue was given to a committee on Retention, which will examine recruitment and climate.
- 3.2.8. Update on College of Education Dean. Martin Baker Associates has been hired. Venitta McCall will chair the committee. They have had their first meeting and are working on a job description and aggressive timeline. Finalists will be brought on April, ideally before the President's Inauguration.

3.3. College Deans

3.3.1. College of Arts and Sciences

3.3.1.1. Written report submitted with agenda.

3.3.1.2. Dean Finkelstein also made awards of grants for travel money to internships. He asked faculty to publicize and encourage students to apply.

3.3.2. College of Business.

3.3.2.1. The Dean reported that the CoB has requested an official accreditation visit in the Fall of 2017.

3.4. Guest Reports

- 3.4.1. • Guest Report – Update on IT Security Controls for VPN and Local Administrator Accounts – Hall Cheshire, Chief Information Officer
This guest report is available at:

<http://ufc.umw.edu/recordings/feb-1-2017-ufc-meeting/>

- 3.4.1.1. Auditors of Public Accounts will focus on finance and IT security. There have been two changes. First, VPN access vs. local administrator access. Historically, all faculty have been able to have VPN. Following the Principle of Least Access, if one wants to access campus from off campus, it must be now be requested. Once access is approved, how do you get in to access secure materials? In the future, there will be two-factor authentication. In addition to username and password, you will be sent a one-time PIN. Finally, for VPN, remote login will only be used from UMW-issued machines. Mr Cheshire did not think these changes are due to APA overreach. The most common vector of attack is someone's endpoint computer. Some people use VPN to get secure access. Steve Greenlaw mentioned that he has not had a working computer for two years because his system is 8-9 years old. CIO Cheshire said that that

might be reason to purchase him a new computer. Kristin Marsh asked and clarified that she would not need VPN, which is only for certain internal things. Anand Rao also noted access to webpages would be desirable. Mr Cheshire thinks VPN will be needed for that kind of. Greg Stull asked about a process to ask for UMW requests. Mr Hall said that it could be noted at the time of request. UMW would need to get devices for legitimate needs.

3.4.1.2. Local Administrator Access. We all have a local administrator (now normally ourselves) for our computer (e.g. to load software). There will be a form to request future access on which one would specify why and how often it is needed.

3.4.1.3. The timeline may be to announce at the end of February, at next CAS Chairs meeting. The month of March will be open enrollment for VPN access. Then starting in April, changes will be made. The VPN change will happen almost immediately. The local administrator will happen during the spring.

3.5. • Guest Report – NSSE Survey Data Presentation – Tim O’Donnell, Associate Provost for Academic Engagement and Student Success

Video of this 25-minute presentation, which contained slides, is available at:

<http://ufc.umw.edu/recordings/feb-1-2017-ufc-meeting/>

A brief summary of the mountain of facts and data presented is given below.

3.5.1. The NSSE survey results were first presented to the Board in its November meeting. Tim O’Donnell views this as a first conversation and hopes it will fuel faculty development.

3.5.2. NSSE has been used at 1600 institutions. 350,000 students involved in 2016. It is administered in spring to first year and seniors to measure student engagement (educationally meaningful activities) and how the institution deploys these activities. UMW has administered it about every two years. UMW can compare itself to Masters-granting institutions, COPLAC peer institutions, and aspirant institutions.

3.5.3. The bulk of the presentation was a fast-paced walk-through assessing UMW’s performance in a number of categories relating to academic challenge and involvement indicators such as the high impact practices like research with a faculty member, study abroad, service learning, etc. Other aspects included discussion of career plans with faculty, collaborative assignments and much more. Some of the strengths at UMW included: research with a faculty member, internship field experience, and a culminating senior experience. Weaknesses included: community service learning and study abroad.

3.5.4. Assoc. Provost O’Donnell wants input to form working groups what we can do improve certain aspects of UMW practice. He wants to take it back to the group, improve some things, and celebrate some of our strengths.

3.6. SGA Representative’s Report

3.6.1. SGA Rep. Hayley French

3.6.1.1. Several Executive Committee members went to Lobbying Day in Richmond.

3.6.1.2. Discussed rebranding.

3.6.1.3. Rep. French shared concerns about the staggering number of cases: 15 Honor Council cases, and a dozen Judicial Review Board cases.

3.7. UFC Chair's Report

3.7.1. [Report on Virginia Higher Education Advocacy Day on January 12, 2017](#)

3.8. UFC Vice-Chair's Report: No report.

3.9. University Committees – minutes, reports, and action items

3.9.1. [James Farmer Multicultural Center Meeting Minutes – December 1, 2016](#)

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3.9.2. [Budget Advisory Committee Meeting Minutes – November 29, 2016](#)

3.9.3. [Distance and Blended Learning Committee Electronic Meeting Minutes – December 2016 and January 2017](#)

3.9.4. [FSEM Committee Meeting Minutes – November 30, 2016](#)

3.9.4.1. [FSEM Committee Meeting Minutes – December 7, 2016](#)

3.9.5. [Teaching Center Advisory Committee – December 5, 2016](#)

3.9.6. [Faculty Affairs Committee Meeting Minutes – November 9, 2016](#)

3.9.7. [Sabbaticals, Fellowships and Faculty Awards Committee Meeting Minutes – January 17, 2017](#)

3.9.8. [Student Affairs and Campus Life Committee Meeting Minutes – December 2, 2016](#)

3.9.9. [Speaking Intensive Committee Action Items – January 18, 2017](#)

3.9.9.1. [Speaking Intensive Committee Meeting Minutes – Sept 9, 2016](#)

3.9.10. [Faculty Affairs Committee Meeting Minutes – November 9, 2016](#)

3.9.10.1. [College of Business changes to Appendix J – rationale](#)

3.9.10.2. [Copy of Appendix J changes](#)

3.9.11. [Honors Program Committee Action Items – January 26, 2017](#)

3.9.12. Pat Reynolds. Math went through a 10-year review. Biochem assumed most came with AP credits. Curriculum felt strongly about like a prepharmacology. GIS. . Items 1-23.

3.9.13.

3.9.14. [University Curriculum Committee Meeting Minutes – December 12, 2016](#)

3.9.14.1. [Expedited Proposals – approved on January 3, 2017](#)

3.9.14.2. [CHGPRG-MNR-CAS-MATH-2016-4677](#) – Change MATH minor

3.9.14.3. [CHGPRG-MGR-CAS-MATH-2016-4676](#) – Change MATH major

3.9.14.4. [CHGPRG-MNR-CAS-MATH-2016-4665](#) – Change Actuarial Science Minor

3.9.14.5. [NEWCRS-STAT499-CAS-MATH-2016-4641](#) – New Course – STAT 499 (Internship)

3.9.14.6. [NEWCRS-STAT491-CAS-MATH-2016-4640](#) – New Course – STAT 491 (Directed Study)

3.9.14.7. [NEWCRS-STAT461-CAS-MATH-2016-4639](#) – New Course – STAT 461 (Topics in Statistics)

3.9.14.8. [NEWCRS-STAT361-CAS-MATH-2016-4638](#) – New Course – STAT 361 (Topics in Statistics)

3.9.14.9. [NEWCRS-STAT320-CAS-MATH-2016-4637](#) – New Course – STAT 320 (Applied Regression Analysis)

3.9.14.10. [NEWCRS-STAT205-CAS-MATH-2016-4636](#) – New Course – STAT 205 (Selected Topics in Statistics)

- 3.9.14.11. [CHGPRG-FINCMNR-COB-2016-4662](#) – Changes to Financial and Quantitative Analysis Minor
 - 3.9.14.12. [NEWCRS-FINC491-COB-2016-4661](#) – New Course — FINC 491 (Individual Study in Finance)
 - 3.9.14.13. [NEWCRS-FINC471-COB-2016-4660](#) – New Course — FINC 471 (Seminars in Finance)
 - 3.9.14.14. [CHGPRG-MGR-CAS-CPSC-2016-4669](#) – Change Computer Science major
 - 3.9.14.15. [CHGPRG-MNR-CAS-GEOG-2016-4675](#) – Change GIS Certificate
 - 3.9.14.16. [CHGPRG-MGR-CAS-GEOG-2016-4674](#) – Change Geography major – Change Natural Science and Social Science tracks in Environmental Science major, limiting internship credits that count in the major to 3 credits.
 - 3.9.14.17. [CHGPRG-MGR-CAS-EESC-2016-4672](#) – Change Environmental Geology major
 - 3.9.14.18. [CHGPRG-MGR-CAS-EESC-2016-4671](#) – Change Environmental Science major
 - 3.9.14.19. [CHGPRG-MGR-CAS-EESC-2016-4670](#) – Change Geology major
 - 3.9.14.20. [CHGPRG-MNR-CAS-GEOG-2016-4667](#) – Change Climate Science minor
 - 3.9.14.21. [NEWCRS-GISC482-CAS-GEOG-2016-4634](#) – New Course — GISC 482 (Web GIS: Concepts and Applications)
 - 3.9.14.22. [CHGPRG-MNR-CAS-CPLR-2016-4668](#) – Change Contemplative Studies minor
 - 3.9.14.23. [NEWPRG-CON-CAS-CHEM-2016-4560](#) – New major — Biochemistry (track/concentration in Chemistry. (UCC discussed this proposal on November 14 and determined additional information and clarification was needed before final action could be taken. The proposing department has been contacted and was asked to reply to issues identified.)
- 3.9.15. UFC voted unanimously to accept the above proposals.

Jeff McClurken notes that the Distance and Blended Learning has not had input. Any course more than 50% online must go through DBL Committee for approval.

- 3.9.15.1. [NEWPRG-DEG-CAS-2016-4678](#) – Master of Science (MSN) — Family Nurse Practitioner (New degree program). A revised curriculum plan for this program was submitted on January 10, 2017. It has been added to the proposal. The changes involved the following: one course (NURS 710) was deleted, and the credit hours for another course (NURS 790) were increased by 1. See the last page of the attached proposal. UCC approved this proposal on January 20, 2017. *NOTE: State Approval is Required for this Proposal*
- 3.9.15.2. [NEWCRS-NURS790-CAS-NODEPT-2016-4659](#) – New Course — NURS 790 (MSN-FNP Capstone). *NOTE: a revised proposal was submitted on January 12, 2017 and approved by the UCC on January 20, 2017.. See also the updated MSN new degree proposal, proposal #4678. NOTE: State Approval is Required for this Proposal*

- 3.9.15.3. [NEWCRS-NURS770-CAS-NODEPT-2016-4658](#) – New Course – NURS 770 (Advanced-Practice Family Nursing: Practicum III). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.4. [NEWCRS-NURS760-CAS-NODEPT-2016-4657](#) – New Course – NURS 760 (Advanced-Practice Family Nursing: Management of Chronic Illnesses). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.5. [NEWCRS-NURS750-CAS-NODEPT-2016-4656](#) – New Course – NURS 750 (Advanced-Practice Family Nursing: Practicum II). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.6. [NEWCRS-NURS740-CAS-NODEPT-2016-4655](#) – New Course – NURS 740 (Advanced-Practice Family Nursing: Primary Care Approaches for Children). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.7. [NEWCRS-NURS650-CAS-NODEPT-2016-4653](#) – New Course – NURS 650 (Advanced-Practice Family Nursing: Practicum I) . *NOTE: State Approval is Required for this Proposal*
- 3.9.15.8. [NEWCRS-NURS640-CAS-NODEPT-2016-4652](#) – New Course – NURS 640 (Advanced-Practice Family Nursing: Management of Acute Illnesses). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.9. [NEWCRS-NURS630-CAS-NODEPT-2016-4651](#) – New Course – NURS 630 (Advanced-Practice Family Nursing: Primary Care Approaches for Women). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.10. [NEWCRS-NURS620-CAS-NODEPT-2016-4650](#) – New Course – NURS 620 (Pharmacotherapeutics in Advanced-Practice Family Nursing). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.11. [NEWCRS-NURS610-CAS-NODEPT-2016-4649](#) – New Course – NURS 610 (Advanced Physical Assessment in Advanced-Practice Family Nursing). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.12. [NEWCRS-NURS590-CAS-NODEPT-2016-4648](#) – New Course – NURS 590 (Principles of Advanced Pathophysiology in Advanced-Practice Family Nursing). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.13. [NEWCRS-NURS580-CAS-NODEPT-2016-4647](#) – New Course – NURS 580 (Family Assessment, Theory and Practice). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.14. [NEWCRS-NURS560-CAS-NODEPT-2016-4646](#) – New Course – NURS 560 (Health Promotion and Maintenance in Advanced-Practice Family Nursing). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.15. [NEWCRS-NURS550-CAS-NODEPT-2016-4645](#) – New Course – NURS 550 (Life Transitions and Health in Aging). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.16. [NEWCRS-NURS530-CAS-NODEPT-2016-4643](#) – New Course – NURS 530 (Theories and Evidence-Based Research in Advanced-Practice Family Nursing). *NOTE: State Approval is Required for this Proposal*
- 3.9.15.17. [NEWCRS-NURS520-CAS-NODEPT-2016-4642](#) – New Course – NURS 520 (Issues and Trends in Advanced-Practice Family Nursing). *NOTE: State Approval is Required for this Proposal*

- 3.9.15.18. [NEWCRS-PSYC120-CAS-PSYC-2016-4635](#) – New Course — PSYC 120 (Lifespan Developmental Psychology)
3.9.15.18.1.1.
- 3.9.15.19. Faculty raised the issue that the Curriculum Committee needs someone from Distance and Blended Learning. Jeff McClurken discussed curricular modality and a resource discussion. Dean Finkelstein noted about \$45,000 in resources may be required. He would be happy to see. Pam McCullough on speaker phone was available if UFC had any questions. Nina Mikhalevsky said that even if UFC approves, DBL must also approve, and she must approve the program. She also needs DBL approval before she signs off on anything. She will not act until it has been thoroughly discussed by DBL. Jeff McClurken stated that we need an honest discussion of resources required for such courses, and that we need money for accessibility such as captioning, without which UMW could be sued.
- 3.9.15.20. Anand Rao said that UFC could act in response to a UCC proposal, then send it to DBL and then back to UFC. Dean Finkelstein noted we are in a tough spot and neither choice is optimal. The Acting Provost said that we will need to change the process. UCC needs to incorporate modality from the very beginning. The Provost can bring it back. DBL can have input and the Provost can report on its status.
- 3.9.15.21. Patricia Reynolds noted the hard work and research the UCC did of such programs. Deb O'Dell asked about consequences of tabling this until DBL could look. The Board of the Hospital Foundation has put \$1.4 million to support it. Richard Finkelstein would not want to set a precedent and change something retroactively. Deb O'Dell asked whether DBL would have time to meet. It has not yet evaluated on online program. The Provost said that the program is sufficiently important that we need to get it right and take time to do so.
- 3.9.15.22. Marie Wellington asked about 3.41 the psychology course and that should be considered separately, not as part of the package. Ken Machande asked if we want a program primarily taught by adjuncts. Richard Finkelstein noted that the program would need to be strictly accredited.
- 3.9.15.23. Pam McCullough spoke by phone and noted that there must be certified family nurse practitioners to teach the program. Deb O'Dell asked if there are mechanisms to ensure courses are taught by UMW-affiliated full time faculty. They are expensive, and do more work in clinical practice. The CAS Dean noted we do want a full-time practitioner to act as instructor.
- 3.9.15.24. Woody Richardson's raised a concern about the program at a strategic level. He was concerned that because we focus on details of curriculum and he wants the creation of a program to be on purpose. The Acting Provost replied that we started with the BSN program, and we have committed ourselves to a certain course of action, the modality of which would need to be online.
- 3.9.15.25. Jeff McClurken noted that DTLT does not approve something; DBL does. GMU is building 5 programs and investing \$40 million. Online programs are mostly not money makers. Pat Reynolds said UCC felt that the program was

needed in the community. Jeff McClurken said there are ethical expectations about the programs and courses.

- 3.9.15.26. Marie Wellington noted that the proposals have been approved by College and University Curriculum Committees, and clarified that DBL could veto it if there were serious problems. Nina Mikhalevsky pointed out the resource allocation process. Action taken by UFC does not obligate other committees.
 - 3.9.15.27. UFC voted to approve with 3 abstentions.
 - 3.9.15.28. The last item was approved unanimously.
4. Unfinished Business
 - 4.1. Adding an ex officio staff representative to the UFC
 5. New Business
 - 5.1. Discussion of curricular approval process
 6. Announcements: none
 7. Adjournment was at 5:59 p.m.

The next UFC meeting will be held on March 1, 2017, from 3:30-5:30 pm in the HCC Digital Auditorium.