

University Faculty Council Meeting Minutes

April 23rd, 2018

Digital Auditorium, HCC

3:30-5:30pm

Members in Attendance: Eric Bonds (CAS, At-Large), Abby Brethauer (CAS-HPS), Courtney Clayton (COE), Jackie Gallagher (CAS-SS, UFC Vice Chair), Steve Greenlaw (CAS-SS), Dave Henderson (COB), Jason Matzke (CAS-AH), Nina Mikhalevsky (Provost, Ex-Officio), Sarah Morealli (CAS-HPS, UFC Secretary), Deb O'Dell (CAS-HPS), Troy Paino (UMW President, Ex-Officio), Anand Rao (CAS, At-Large), Woody Richardson (COB), Warren Rochelle (CAS-AH), Marcel Rotter (CAS, At-Large, UFC Chair), Victoria Russell (COE), Jordan Seurattan (SGA, Ex-Officio), David Stahlman (CAS-SS).

Proxies: Courtney Clayton will act as proxy for John Groom.

Guests: Rosemary Arneson, Nicole Crowder, Ken Machande, John Morello, Lynn Richardson, Debra Schleef

I. Call to Order: The meeting was called to order at 3:31 PM by Marcel Rotter.

II. Previous UFC Meeting Minutes: Approved

III. Reports

a. **UMW President's Report:**

Budget Updates: The BOV approved a 4.5% increase in tuition and fees. The increase is in response to concerns regarding potential state legislation that would cap our ability to raise tuition/fees in the future. This increase will hopefully allow the University to build our reserves and aid in easing the \$700,000 deficit with which UMW starts each academic year.

Additionally, the University needs to finalize its strategic priorities (for example, building renovations, market adjustments, support for ODR, and more) which will require \$1.5 million. Many of UMW's financial decisions will depend upon which state budget is passed. If the House version of the budget is passed, then we will receive sufficient funding from the state; however, if the Senate version is passes, UMW will be deficient by \$160,000.

b. **UMW Provost Report:**

University Academic Affairs Committee (UACC): The Provost asked the UACC to look into suspending classes on Election Day, review the excused absence policy, and to establish an appeal process for students who seek an exception to the academic policy that allows students to walk at graduation.

Faculty Searches: All faculty searches have been completed. Of the 6 full-time faculty, 4 are coming from underrepresented populations.

Personal Changes: Debra Schleef has accepted a permanent position as Associate Provost for Institutional Analysis and Effectiveness. The Center for Honor, Leadership,

and Service is being dismantled. The Leadership program has been moved to Student Affairs, David Rettinger will report to the Provost, and Christina Eggenburger will move into academic affairs where she will provide support of community engagement.

COB Dean Search: A search committee will be assembled within the next two weeks and will be composed of appointed and elected COB members.

Re-Evaluation of the General Education Requirements: The Provost recommends the UFOC and Faculty populate the 2018-2019 General Education committee with experienced individuals from a variety of disciplines to lead and coordinate the effort of developing our next set of general education requirements. All faculty (not just the GenEd committee) need to participate in the reevaluation of the general education requirements.

- c. **CAS Dean Report:** No report
- d. **COE Dean Report:** No report
- e. **COB Dean Report:** No report
- f. **Student SGA Representative Report:** SGA is not in session but is still receiving input from students. Matthew Goode, who will be the UFC's SGA representative for AY 2017-2018.
- g. **SAC Report:** The BOV decided that SAC should have representation at BOV meetings. In response, SAC is nominating a governance committee that will recommend an SAC representative to participate at BOV meetings. Also, SAC VA Public Service week is May 6th-12th.
- h. **UFC Chair Report:** No report
- i. **UFC Vice Chair Report:** Jackie would like to thank Marcel for his service as UFC Chair for AY 2017-2018.
- j. **Faculty Senate of Virginia:** Currently, the Faculty Senate of Virginia is working on next year's VA Higher Education Advocacy Day proceedings, conducting a survey national survey of faculty across the US, and developing a repository of faculty materials (handbooks, policies and procedures). The Senate also selected officers for next year: Anand Rao will continue to serve as president, Carmen Rodriguez will serve as VP, and Marcel Rotter will serve as treasurer/secretary. Thanks to Suzanne Sumner for her 10 years of service as treasurer.
- k. **Sabrina Johnson, Vice President for Equity and Access:** Sabrina discussed her new role at the University. Her charge is to:
 - coordinate strategic and visible leadership for equity on campus
 - ensure UMW is compliant regarding equal employment, discrimination, and complains
 - monitor and understand the climate on campus
 - Serve as Interim Title IX Coordinator until Tiffany Oldfield returns
 - coordinate the development of Diversity and Inclusion recommendations
 - engage with students and respond to student concerns.

l. **Statement of Community Values:** The BOV has approved our statement of Community Values; the statement will be formally published this week. The Task Force thanks Sabrina Johnson for her collaboration in the development of the statement.

m. University Committees:

Motion: The UFC approved the minutes for all university committees. Action items will be considered separately.

n. **Climate Survey Report:** The climate survey had a response rate of 54% with representation from different positions across campus. Results from the survey suggest that: we are not doing enough to reward people for positive behaviors, we need to address ageism on campus, many staff members feel that they are not treated as well as the faculty, and minorities are not getting the support they need. Upcoming Surveys from the Office of Institutional Analysis include course evaluations, the administrative survey, and chair surveys.

o. Presidential Committee Reports

Parking Committee: At this point, the Parking Committee will make a recommendation to City Parking Council in May. Whatever the City Parking Council approves will go into effect August 15th. Right now, the Committee would submit the following recommendations:

- Parking along the campus side of College Avenue should remain free and open to the public.
- Parking along the residential side of College Avenue and adjacent blocks should become residential permit parking only between the hours of 7am and 7pm. This restriction will be lifted on specific days where UMW is holding high-volume events such as graduation and open houses.
- All “NO UMW Student Parking” student signs should be removed; the signs discriminate against UMW students.
- On the Sunken Road side of campus, the UMW gate should be opened between 7:30-6:15 pm, Monday through Friday.

Any property owned by the University will not be affected by any changes.

Council on Wellness: Over the course of the year, the Council on Wellness strove to understand how members the UMW community define, perceive, and achieve wellness. The Council examined data from peer institutions, interviewed on-campus partners, and conducted a student survey. As a result, three main challenges were identified: there is a lack of preventative programming for those who struggle achieving wellness, wellness information is being shared across offices on campus but the information is not leading to program creation, and there is a lack of centralized resources for the campus community to learn and improve its wellness.

IV. Unfinished Business:

- a. **General Education Requirements Evaluation:** UMW's General Education Requirements have not been evaluated in the last 10 years and should be examined, but not necessarily overhauled. The university has changed significantly in the last decade and there may be opportunities for stream-lining our GenEd requirements and ensuring that they support UMW's values.
Motion: The UFC approved a motion to re-evaluate our General Education requirements.
- b. **General Education Committee Membership:** To ensure the GenEd Committee has experienced leadership and proper representation during the re-evaluation period, the UFC discussed the temporary expansion of the committee. In addition, the UFC discussed how it can formally extend Professor Nicole Crowder's term on the GenEd Committee and serve as the committee's chair. Professor Crowder is currently the only tenured member of the faculty currently on the committee. Her experience will be vital to the re-evaluation process.

Motion: The UFC moves to temporarily add two tenured members of the faculty to the General Education Committee to assist with the re-evaluation of the General Education requirements. Their terms will end with the completion of the review and will not exceed two years. Their service on the committee is limited to the review of the general education requirements. The University Faculty Organizational Committee should appoint these two members and they should be representative of diverse disciplines.

The motion was approved.

Motion: The UFC moves to grant an exception to Article 2.5.1 of the Faculty Handbook to allow Nicole Crowder to be appointed a second consecutive term on the General Education Committee and to serve as chair.

The motion was approved.

V. New Business:

- a. **The Honors Program Committee:** The committee recommends the approval of GEOG 365 as a course that honors students can take to fulfill the Honors Program Research Methodologies Course Requirement.
- b. **General Education Committee:**
ALPP Credit: General Education Committee recommends the approval of ALPP credit for one student
HES Exception: The committee recommends the approval of HES credit for one student owing to an error resulting from a previous glitch in the degree auditing system.
Academic advisors: please remember that the HES requirement stipulates that at least

one of the two courses required for completion be selected from the approved HES courses in ANTH, ECON, GEOG, LING, PSCI, PSYC, or SOCG.

GeneralEd. Course Proposal Form: The committee discussed the generation of a new proposal form. There were two main suggestions: 1. Develop a separate form for each general education category and 2. Include two new sections on the forms for projected enrollment and number of sections offered per year.

The committee also agreed to impose a moratorium on new course proposals for general education courses until the new general education curriculum is approved by the University Faculty Council.

Motion: The UFC passed a motion to approve all of the action items from the Honors Committee and General Education Committee.

VI. Election of UFC Officers for AY 2018-2019

- a. **UFC Chair:** Current Chair-elect, Jackie Gallagher, will serve as chair for AY 2018-2019
- b. **UFC Chair-Elect:** Anand Rao has been nominated to serve as Chair-Elect
- c. **Secretary:** Dave Henderson has been nominated to serve as secretary
- d. **Parliamentarian:** Currently, there is no nominee for parliamentarian.

The formal election for UFC Chair-Elect, Secretary, and Parliamentarian will be tabled until August where an organizational meeting will be schedule. The May organizational meeting is canceled.

VII. Announcements

a. **CAS P&T Committee Tenure Workshop**

The CAS Promotion and Tenure Committee is offering a workshop to help prepare CAS faculty prepare their P&T files. Details are below:

Thursday, 10 May, NOON-2:30pm (Location TBD)

Schedule:

Noon-12:30pm Lunch

12:30 – 1:30pm How to Prepare a Digital Tenure File*

1:30 – 2:30pm Breakout sessions for tenured and tenure-track faculty

Session A (for tenure track faculty): How to Prepare for Promotion and Tenure at UMW
(panel hosted by current CAS P&T members)

Session B (for tenured faculty): How to Prepare for Promotion at UMW

(panel hosted by current and former CAS P&T members who have been promoted to Professor)

In F17 CAS governance approved the longstanding request by CAS P&T that tenure files be digitized. Beginning in AY2018-19, all candidates for tenure and promotion or promotion will submit a digitized tenure file.

Please keep an eye out for a follow up email with the specific location and Google Docs RSVP form. Colleagues with questions regarding the tenure workshop should contact Rosalyn Cooperman (rcooperm@umw.edu).

VIII. Adjournment: Meeting adjourned at 5:24 . The next UFC meeting will be held on August 23rd 2018 , from 3:30-5:30pm in the HCC Digital Auditorium