

University Faculty Council Meeting Minutes

January 31st, 2018

Digital Auditorium, HCC

3:30-5:30pm

Members in Attendance: Abby Brethauer (CAS-HPS), John Broome (COE), Courtney Clayton (COE), Jackie Gallagher (CAS-SS, UFC Vice Chair), Rachel Graefe-Anderson (COB), 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), Angela Pitts (CAS-AH), Woody Richardson (COB), Marcel Rotter (CAS, At-Large, UFC Chair), Jordan Seurattan (SGA, Ex-Officio), David Stahlman (CAS-SS)

Members Absent: Steve Greenlaw (CAS-SS), Anand Rao (CAS, At-Large), Warren Rochelle (CAS-AH), Victoria Russell (COE), Hilary Stebbins (CAS, At-Large),

Proxies: Jason Matzke has registered as a proxy for Warren Rochelle

Guests: Rosemary Arneson, Nicole Crowder, Mary Kayler, Dean Peter Kelly, Interim Dean Ken Machande, Interim Dean Keith Mellinger, John Morello, Tim O'Donnell, Deb Schleefer, , Erin Wysong

I. Call to Order: The meeting was called to order at 3:29 PM by Marcel Rotter.

II. Previous UFC Meeting Minutes: Approved

III. Reports

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

Title IX: As faculty/staff, we are required to report all potential sexual assault incidences to the Title IX office. Reporting is not only part of our responsibilities, but it also allows for the University to respond to the incidences quickly and appropriately.

Budget: The Governor's budget is dependent upon the potential \$420 million Medicaid expansions. If the expansions are approved, funding for higher education is likely to be cut. UMW is anticipating flat funding, with a significant delay in faculty salary increases. We have been advocating for a budget amendment to fund our career and professional services for students.

4-Year Education Program-Senate Bill 76: The Virginia Legislature is looking to pass a bill that would require universities move toward 4-year Bachelor programs in education (rather than the 5-year Masters programs). Since UMW currently offers a 5-year Master's program, this bill could affect our budget. The Provost adds that this affects the university as a whole, not just the COE.

Key Performance Indicators: President Paino would like to find some time with faculty to discuss key performance indicators.

UMW Provost Report:

MSN-FNP Program: SHEV declined to advance UMW's Master of Science in Nursing Program proposal; UMW has withdrawn the proposal.

Title IX: All faculty/staff are encouraged to review Title IX procedures and expect another round of Title IX training. It is critical to understand that faculty members are not a confidential parties and they are required to reporting any Title IX issues to the Title IX office. Please directly any questions about Title IX procedures to Tiffany Oldfield. Tiffany sent a hand-out to all CAS chairs.

Students with Disabilities: Contact the Office of Disability Resources if you have questions about working with those students who have disabilities.

Museums: Scott Harris has been hired as the director for the Belmont and James Monroe museums.

Enterprise Scheduling: Any enterprise scheduling system that the University purchases will go through testing before being fully implemented. Once implemented, the system will initially be used to schedule non-academic events. When we are ready to use the system for academic scheduling, department chairs and faculty will be consulted. The system we purchase will allow for customization and the inclusion of teaching patterns, insuring that departmental/faculty needs are met. The system will not determine workload. Any questions should be directed to Jeff McClurken or the Provost.

Transfer students: UMW is working with VCSS, NOVA, and Germanna, to establish smooth transfer pathways for transfer students.

Faculty Searches: There are many ongoing faculty searches at different stages.

- b. **CAS Dean Report:** Interim Dean Mellinger updated the UFC on CAS faculty searches and recommended that faculty/staff examine the Provost's policy page regarding Title IX complaints.
- c. **COE Dean Report:** Dean Kelly offered more details on Senate Bill 76. The bill has passed through the senate then referred to the House Committee on Education. Dean Kelly is approaching other deans in the state of Virginia who oversee 5-year master to see how they will respond to the bill. The COE is currently progressing through the accreditation process and will need to strategically determine how to remain accredited while implementing any changes attached to the bill.
- d. **COB Dean Report:** No report
- e. **Student SGA Representative Report:** The SGA will be restructured to include a President and Vice President; the President will be the only voting member of the SGA. The Executive Cabinet would be dissolved and replaced with an Advisory Board comprised of committee/senate representatives who council the President. The number of senators (currently at 81) will be reduced and the student body will elect senators. Students who are not elected members of senate can sit on senate committees as non-voting members.
- f. **SAC Report:** No report

- g. **UFC Chair Report:** UFC Chair Marcel Rotter has submitted a written report that can be viewed on the UFC website (<http://ufc.umw.edu/2018/01/22/ufc-agenda-january-31-2018/>). Within his report, he includes a summary of the December Commencement meeting, Higher Education Advocacy Day, Alumni Association board meeting, and the President's budget conversations
- h. **UFC Vice Chair Report:** No report
- i. **Faculty Senate of Virginia:** See UFC Chair's report
- j. **University Committees:**
Motion: The UFC passed a motion to approve all committee meeting minutes. All action items will be considered separately.

IV. Unfinished Business:

a. **General Education Committee: Task Force Recommendations**

Nicole Crowder (GenEd Committee Chair) and Deb Schleef (Assoc. Provost for Institutional Analysis and Effectiveness-IAE) were on hand to answer questions from the UFC regarding the recommendations from the NS, EL, HES, and ALPA task forces. The College of Arts and Sciences-Faculty Council (CAS-FC) raised concerns that the recommendations were being implemented before passing through the UFC. As a result, the CAS-FC brought the following motion to the table:

Motion: The CAS-FC moves that the UFC place a permanent moratorium on the implementation of any changes to **general education** assessment protocols until and unless the UFC has the opportunity to review and approve them.

The motion passes.

Experiential Learning Recommendations: Clarification was requested in regards to the measurement of the EL Student Learning Outcomes (SLOs). In one instance, the EL report suggests that students answer open-ended questions. In another instance, the report suggests that the student be given a multiple-choice questionnaire. Either method can be used to fulfil the assessment requirement.

Some faculty voiced concern that the report recommends that faculty assign a specific, pre-designed assignment to assess SLOs. Deb Schleef states that faculty are not required to assign a specific assignment to assess SLOs. The faculty still have the flexibility to create their own assignment that incorporates the SLOs if they choose.

Assessing Student Learning Outcomes (SLOs): Concerns were raised regarding the process by which SLOs are assessed. Does it make sense to measure student achievement to determine if SLOs are being met, or does it make more sense to examine the course to determine if the course is addressing the SLOs?

Motion: The CAS-FC brings forth a motion to request that the Gen Ed committee or Debra Schleef inform faculty governance of the relevant requirements (e.g., SCHEV) for gen ed course assessment and particularly whether student achievement must be assessed

This motion was retracted as Debra Schleef informed the UFC that SCHEV requires student achievement to be assessed as part of our accreditation.

Additional concerns were raised regarding the consistency by which student achievement is assessed. Measurement scales vary across disciplines and SLOs. Should the scales be identical across the board to assure consistency? The IAE feels that this is not necessary because the office is not comparing SLO achievement across general education categories.

Approval of the Recommendations: If the UFC approves the task force's recommendations, they will be implemented as policy. The CAS-FC strongly feels that each recommendation should be considered separately.

Motion: The General Education Committee should submit and bring forward the subcommittee recommendations as individual motions to the UFC.

The motion is approved.

Other notes: The language regarding what is required vs. recommended should be clearer. The GenEd Committee and IAE acknowledges the need to limit the workload on faculty, but also make assessment more authentic.

b. Discussion on Temporarily Suspending the March 24th Mandate

Rosemary Arneson (UMW Libraries) suggested that the UFC wait to take action on suspending the mandate until Fall of 2018 when the library can submit/present the institutional repository (Eagle Scholar).

Discussion: The library would be working from faculty CVs (not FAARs). Concerns were raised regarding sensitive publications (those, which if were made public, may result in the harassment of faculty). Rosemary suggested that the UFC and CAS-FC view the repository before it is made public. If faculty are concerned about sensitive scholarly work, then he/she can request that the dean refrain from submitting his/her CV to the library.

Note that the Library's goals are different than the goals of the March 24th mandate. Therefore, there are two questions the UFC needs to consider: 1.) As faculty, do we still want our colleagues to report their professional activity so it can be actively assessed? And 2.) What do we have to say about the library's interest in producing an institutional repository to showcase faculty publications, professional activity, and creative activity?

This transitioned into the following discussion regarding suspending indefinitely the March 24th mandate (see below).

c. Discussion on suspending indefinitely actions by the UFC from March 24th, 2015 (tabled from 11/29)

Motion: UFC moved to eliminate the UFC actions from March 24th, 2015: that the Deans of the three colleges be required to publish the list of publication on a password protected website 1.) the names of all conferences attended by faculty members when travel was funded by UMW and 2.) the journal name and amount of any payments for submission or publication fees funded by UMW.

The motion is approved and the original list will be taken down.

Institutional Repository: UFC supports the development of the repository by the library. The library will work with Faculty Affairs to develop a system where faculty can opt in or opt out of the repository.

V. New Business:

a. **Committee Action Items:**

General Education Committee: The GenEd committee recommends GenEd designation for the following courses: IDIS 483 (EL Designation) and SOCG 364 (EL Designation)

From the Speaking Intensive Committee: The Speaking Intensive Committee recommends approval of the following courses for SI designation, effective Fall 2018: BIOL 471 (Theresa Grana-Instructor) and THEA 400 (Gregg Stull-Instructor)

From the Honors Program Committee: The Honors Program Committee recommends approval of the following courses for HN designation, effective Fall 2018: ECON 201B (Amrita Dhar- Instructor) as instructor (Effective Fall 2018)

From the Writing Intensive Committee: The Writing Intensive Committee recommends approval of the following course for WI designation, effective spring 2018: THEA 400 (all instructors), ENGL 492 (Ben Labreche- Instructor), BIOL 472 (Abby Tomba-Instructor), CHEM 310 (Randall Reif-Instructor)

The UFC passed a motion to approve all committee action items.

VI. Announcements

- a. **Progress report on Open Education Resources:** Erin Wysong (UMW Libraries) presented information regarding open access text books. Open text recourses are cheaper and a great option for students. If you are interested, March is Open Access month at CTEI. There is an online library for Open-Source textbooks (Open Textbook Network) which offers verified, peer-written reviews of Open-Source texts. Over the course of the academic year, The UMW Library offers workshops and \$200 grants for those who attend a workshop and review an open-source text on the Open Textbook Network.
- b. The library has started a textbook initiative where it has purchased a select number of high-cost textbooks that are required for courses with high enrollments.

VII. Adjournment: Meeting adjourned at 5:12 PM. The next UFC meeting will be held on February 28th 2018, from 3:30-5:00 pm in the HCC Digital Auditorium