

## University Faculty Council Meeting Minutes

November 28<sup>th</sup>, 2018

Digital Auditorium, HCC

3:30-5:30pm

Members in Attendance: John Broome (COE), Victoria Russell (COE), Rachel Graefe-Anderson (COB), Dave Henderson (COB, UFC Secretary), Kashef Majid, Deb O'Dell (CAS, Health, PE, & STEM), Sarah Morealli (CAS, Health, PE, & STEM), Andrew Delaney (CAS, Health, PE, & STEM), David Stahlman (CAS, Social Sciences), Jackie Gallagher (CAS, Social Sciences, UFC Chair), Laura Mentore (CAS, Social Sciences), Jason Matzke (CAS, Arts & Humanities), Mehdi Aminrazavi (CAS, Arts & Humanities), Helen Housley (CAS, Arts & Humanities), Eric Bonds (CAS, At-Large), Marcel Rotter (CAS, At-Large, Parliamentarian), Anand Rao (CAS, UFC Chair Elect), UMW Provost Nina Mikhalevsky (Ex Officio); Alexander Lee (Student Government); Pam Lowery (Ex-Officio); President Troy Paino (Ex-Officio)

Proxies: Laura Mentore for Eric Bonds; Laura Mentore for David Stahlman; Kashef Majid for Rachel Graefe-Anderson; Courtney Clayton for John Broome

Guests: Ken Machande, Pete Kelly Keith Mellinger Marie McAllister, Debra Schleef, John Morello; Patrick Catullo; Nicole Crowder; Steve Greenlaw; Davis Oldham; Tim O'Donnell; Juliette Landphair; Rosemary Arneson; Brooke DiLauro; Sabrina Johnson; Mary Beth Matthews

Not in attendance: Eric Bonds; David Stahlman; Rachel Graefe-Anderson; John Broome

This meeting can be viewed [here](#) (UMW log-in required).

I. Call to Order: The meeting was called to order at 3:31 pm by Jackie Gallagher.

II. Previous UFC Meeting Minutes: [Approved October 24<sup>th</sup> minutes](#)

III. Reports

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

Huron Consulting:

The consultants have held several meetings with focus groups and are targeting several areas including financial aid and yield analysis, tuition and fee assessment and student retention. Huron Consulting had its meeting with the steering committee on 11/27/2018. The goal is for Huron to have a report ready for the UMW Board of Visitors by February.

President Paino also addressed top priorities for the legislative session. These priorities include capital expenditure requests for arts buildings renovation, science equipment for Jepson and market salary adjustments. President Paino is also asking for more flexibility to adjust the UMW pricing and fee structure.

**b. UMW Provost Report:**

COB has achieved AACSB. UMW will hold a celebration during the Spring semester.

The work with Huron Consulting involves a large number of employees within Academic Affairs. This is a time-consuming and large project.

UMW has made significant progress with regard to enterprise scheduling. UMW will continue to test the enterprise scheduling software, and it is hoped that the system will go into production for the fall 2019 schedule. Questions should be directed to Provost Mikhalevsky or Tim O'Donnell.

The Provost has asked faculty committees to address commencement issues. UMW needs a consensus about how we view commencement and needs to answer some remaining questions about commencement. For example, should UMW take the perspective that commencement is an academic ceremony or not; what is the role and function of commencement. Overall, UMW faculty need a collective understanding of what commencement represents.

The Provost encourages faculty to be involved in the discussions surrounding the general education requirements. Faculty should send feedback to the general education committee.

Provost Mikhalevsky encourages faculty to send feedback to the director of the University Teaching center.

c. **CAS Dean Report:** Department chairs will meet with Tim O'Donnell with regard to enterprise scheduling. CAS has nine searches at various stages right now; many of the searches are in very narrow fields which is a challenge.

d. **COE Dean Report:** The COE remains focused on accreditation and on undergraduate program development.

e. **COB Dean Report:** THE COB recognizes that AACSB accreditation is in part due to the entire university's commitment, and thanks the community for its support. This was Ken Machande's last meeting as acting dean; we thank him for his service.

f. **Student Government Association Representative Report:** Alexander Lee is the new SGA representative. The SGA is interested in UMW introducing courses in American

Sign Language based on student demand. The SAE recently passed a new code of ethics and new bylaws for SGA. There is a new resolution regarding smoking at the university and an initiative in South and Framar dorms for installing card swipes in the laundry rooms. The SGA formed an ad hoc committee for addressing student safety, are collecting information on the blue light system and the guardian app. The SGA is also interested in day on democracy and has collected 625 signatures from students and others; they want a cancellation of classes to vote and represent UMW in the broader community. The resolution regarding day of democracy needs to go to Academic Affairs Committee; they would make a recommendation to UFC.

- g. **SAC Report:** Awarded the Larry Adkins award to Sara Lindberg, Pat Bowman, and Cheryl Dunn.
  
- h. **UFC Chair Report:** Jackie Gallagher uploaded her report [here](#). Highlights of the UFC chair report include summarizing a report made from the UMW Marketing department to the President Leadership Council. The UFC Chair also attended the Huron Consulting steering committee meeting during which Huron provided a report on the status of the project.
  
- i. **UFC Vice Chair Report: No report**
  
- j. **Faculty Senate of Virginia:** Anand is preparing for Virginia higher education advocacy day in Richmond on Thursday January 10<sup>th</sup>. Anand encouraged faculty to attend the Virginia high education advocacy day and noted that the faculty senate of Virginia gives grants for travel. The Faculty Senate of Virginia continues to work with SCHEV to investigate the impact of the demographic cliff.
  
- k. **University Committees Minutes, Reports and Action Items:**  
**Motion:** The UFC unanimously passed a motion to approve all committee meeting minutes. All action items will be considered separately.

A typo was noted in the October 24<sup>th</sup>, 2018 minutes.

#### IV. Unfinished Business:

University Budget Advisory Committee: This committee recommended its own dissolution. The resolution from the University Budget Advisory Committee to dissolve itself remains tabled.

University Faculty Affairs Committee motion regarding faculty marshals: Reintroduced faculty marshalls [motion](#). Provost Mikhalevsky suggested a friendly amendment to include a start date for 2019. Anand Rao also pointed out that this will be in the faculty handbook for next year. **Motion passed.**

Update on the “Blue & Gray Press Statement of Policy” from the Journalism Advisory Committee: The advisory committee met with the Provost and is in process of revising the statement of policy. The statement of policy remains tabled.

V. New Business:

University Academic Affairs Committee Action Item Nov 12: modification to policy on recording. **Motion passed UFC unanimously.**

University Curriculum Committee Minutes November 7: **Motion passed UFC unanimously.**

University Faculty Affairs Committee Memo: The UFAC requests feedback regarding improvement to mentoring and pre-tenure review and requests feedback on pre-tenure review in the handbook. The faculty handbook does not address mentoring except that chairs should mentor and the faculty handbook provides little discussion of pre-tenure review. The UFAAC is asking for input and volunteers to help with assessment pre-tenure review and for RTAs up for promotion to senior lecturers. Faculty who are interested in helping or providing feedback to should send comments to the UFAC chair.

Distance and blended learning committee: New [proposal](#) for teaching majority online courses; this proposal is streamlined to make the process more efficient and explicitly addresses accessibility issues. **Motion passed UFC unanimously.** [Second](#) draft proposal regarding submission deadlines for online course proposals. Last year, the distance and blended learning committee received numerous proposals after the deadline. Steve Greenlaw mentioned that the registrar needs time to process online course proposals. Jackie Gallagher indicated this is a committee level decision that does not need a UFC vote.

Honors Program Committee: [Action Items](#) November 13 (regular business). **The action items passed the UFC unanimously.**

Speaking Intensive Committee: [Action Item](#) November 26 (regular business). **The action items passed the UFC unanimously.**

Writing Intensive Committee: [Action Items](#) October 18 and [Action Items](#) November 14 (regular business). **The action items passed the UFC unanimously.**

Introduction of Mary Beth Matthews, Faculty Athletics Representative: Mary Beth discussed her role as the faculty athletic representative and invites faculty to email her with suggestions and comments. She serves as a liaison between faculty and athletics and reports to the president.

Presentation by Juliette Landphair and Patrick Catullo on the UMW Athletics program: Highlights of the presentation include: UMW is a Division 3 university in the NCAA which means that there are no athletic scholarships. UMW has over 600 student athletes. UMW has 23 varsity sports and 4 team sports; 25 of the 27 have advanced to national competitions. UMW has a group called the student athlete advisory committee. When asked about they learned as a student athlete, students mentioned time management, community service, teamwork and overcoming adversity. Community engagement is a large aspect of the student athlete experience. When students have a conflict between competitions and class attendance, they need to speak with the faculty member early in the semester about this conflict. While the optimal scenario is for the faculty and student athlete to work together to find a suitable accommodation, if an accommodation cannot be made, the student needs to stay in class. As UMW moves into the spring semester, many outdoor sporting competitions may be rescheduled due to inclement weather.

Report from the General Education Committee (Nicole Crowder): Nicole Crowder from the general education committee provided an update on the project revisiting the general education requirements. The report addressed issues such as why the general education committee is revisiting the general education requirements, the approach and documents employed by the general education committee, as well as progress so far toward revising the general education requirements. The full report can be found [here](#) with links to charts and other documents below the videos [here](#).

VI. Announcements: none

VII. Adjournment: Meeting adjourned at 5:31 PM. The next UFC meeting will be held on January 30<sup>th</sup>, 2019, from 3:30-5:30pm in the HCC Digital Auditorium.