

UFC Meeting  
Wednesday, September 25, 2019  
Digital Auditorium (HCC), 3:30-5:30pm

Members in Attendance: Janine Davis (COE), John Broome (COE), Jennifer Walker (COE), Dave Henderson (COB), Kashef Majid (COB - UFC Secretary), Sarah Morealli (CAS, Health, PE, & STEM), Larry Lehman (CAS, Health, PE, & STEM), Andrew Delaney (CAS, Health, PE, & STEM), Miriam Liss (CAS, Social Sciences), Jackie Gallagher (CAS, Social Sciences, UFC), Anand Rao (CAS, At-Large, UFC Chair), Andrew Dolby (CAS, At-Large, UFC Vice-Chair), Angela Pitts (CAS – Arts & Humanities, CASFC Chair), Gregg Stull (CAS – Arts & Humanities), UMW Provost Nina Mikhalevsky (Ex-Officio): UMW President Troy Paino (Ex-Officio)

Proxies: Greg Stull for Helen Housley, Dave Henderson for Kenneth Machande

Guests: John Morello, Rosemary Arneson, Nichole Crowder (Gen-Ed Committee), Caitie Finlayson (Teaching Center), Jennifer Berry, Juliette Landphaire,

Not in attendance: Marcel Rotter (CAS, At-Large, UFC Parliamentarian), Laura Mentore (CAS, Social Sciences), Kenneth Machande (COB), Helen Housley (CAS – Arts & Humanities), Peter Kelly (COE), Pam Lowery (Ex-Officio)

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

Call to Order : *The meeting was called to order at 3:33pm by Anand Rao*

II. Meeting Minutes – [September 11, 2019 special meeting](#)

*Approved with minor amendment to change spelling error, all voted in favor, no abstentions.*

### III. Reports

1. President Paino

1. [President's Report to the UFC, September 25, 2019](#)
2. [President's Report to the BOV, September 13, 2019](#) *select "View the Agenda" and then you can navigate to the President's Report, and the rest of the agenda, on the left side*
  1. [Capital Projects Report to the BOV](#)
  2. [Capital Outlay Progress Photos for BOV](#)
  3. [2019-2020 Presidential Priorities](#)

*A question was posed regarding the list of presidential priorities brought up during the BOV meeting. The BOV endorsed the list of presidential priorities.*

2. Provost Mikhalevsky

1. [Provost's Report to the UFC, September 25, 2019](#) information on a number of issues and initiatives from Academic Affairs; the Provost will be available to discuss these issues and answer questions
2. [Provost's Report to the BOV, Sept 13, 2019](#) includes updates on a variety of programs and events from across all three colleges

*All faculty searches that have been approved are currently underway. A budgetary shortfall was incurred from reduced first year enrollment. After census, the University was down 258 students from where the University was last year. The University made a conscious decision not to go too far down the waitlist.*

*The University continues to work with development of pipeline to promise, pipeline from high school to college. George Mason is particularly interested in enrolling UMW students for graduate programs and work is underway to transition UMW students to GMU for graduate programs.*

*Faculty Affairs committee has been asked to look at Section 4 of the Faculty Handbook that outlines faculty dismissal. The focus is on making the process clearer and more transparent.*

*A question was raised regarding possible improvements in residence halls. There was some concern expressed regarding needed renovation to a residence hall. The residence halls have been subject to deferred maintenance which is coming to fruition and improvements are currently underway.*

### 3. College Deans

#### 1. Dean Pete Kelly, CoE

[CoE Dean's Report to the UFC](#) includes an accreditation update, changes in the undergraduate curriculum, and partnerships and community engagement

*No report beyond written report.*

#### 2. Dean Keith Mellinger, CAS

*No report*

#### 3. Dean Lynne Richardson, CoB – in conjunction with the Center for Career and Professional Development, the COB has launched The EDGE, a career readiness/professional development program for business students (attached). Pat Fillipone '88 will serve as the Executive-in-Residence on 10/17/19. The 3<sup>rd</sup> Annual College of Business Alumni Awards event, recognizing nine MWC/UMW alumni, will be held on 10/18/19 (tickets are available!).

##### 1. [The EDGE – 2019-2020 Calendar](#)

*No report beyond what was submitted above.*

4. SGA Representative's Report

*No report.*

5. SAC Representative Report (Christy Pack)

1. SAC September 2019 Newsletter

*Award winners were chosen.*

5. UFC Chair's Report (Anand Rao)

1. Chair's Report to UFC, September 25, 2019 *notes from meetings and activities over the last month*
2. Faculty Representative's Report to the BOV, September 13, 2019 *written report for the BOV, supplemented with information referenced in the Chair's Report to UFC*

*No report beyond written report.*

7. UFC Vice Chair's Report (Andrew Dolby)

- Department chairs were asked to update program information so that webpages within the University will have updated material.

8. Faculty Senate of Virginia (Marcel Rotter)

1. Report from UMW Representative and FSVA Treasurer, Marcel Rotter *updates on FSVA actions and information about next meeting on Oct 19<sup>th</sup> at VCU – UMW faculty are invited to attend*

*No report beyond written report.*

9. University Libraries Report – Rosemary Arneson, University Librarian will be available to answer questions on

1. Library Annual Report 2019 *goals and new initiatives for UMW libraries*
2. UMW Libraries Collections Expenditures Summary

*Eagle scholar, scholar.umw.edu, institutional repository for faculty and student scholarship. Currently contains open publications.*

*Additional resources, on Canvas, there is a link titled library resources. What this does is that it links Canvas with the University's digital services (such as ebooks).*

10. Farmer Legacy Council – Juliette Landphair, Vice President for Student Affairs, will be available to answer questions on:

1. Farmer Legacy 2020: A Centennial Celebration and Commitment to Action

*No report beyond written report.*

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

1. University Academic Affairs Committee

1. April 3, 2019 Meeting Minutes -*discussion of Attendance and Class Absences motion that UFC ultimately approved on April 15, 2019*

2. University Budget Advisory Committee

1. none

3. University Curriculum Committee

1. Minutes from September 19, 2019 – including action items to approve two new programs and nine new courses *the new programs and new courses are all in the College of Education*

4. University Faculty Affairs Committee

1. Minutes from September 12, 2019 *the committee met with Provost Mikhalevsky and Dean Mellinger to discuss concerns with Section 4 of the Faculty Handbook, clarification on faculty service, and e-mail contact with faculty during the summer*

5. University Faculty Organization Committee

1. Minutes from September 11, 2019 *discussed representation of library on committees, updating committee list with officers, and designating University Marshalls*
2. Action Items – see below under Unfinished and New Business

*Open discussion regarding the UFOC issues with governance. The UFOC has begun discussions regarding the revision of Appendix F in the Faculty Handbook.*

6. University General Education Committee

1. Minutes from September 4, 2019 *discussion of learning outcomes for new General Education Curriculum*
2. Minutes from April 10, 2019 *discussion of General Education proposal that was ultimately approved by the faculty in April 2019*

3. Call for Proposals for Designation in the New General Education Curriculum *copy of materials distributed via email on September 18, 2019*
  1. General Education Course Proposal Form
  2. Digital Intensive Course Proposal Form
  3. General Education Curriculum Student Learning Outcomes
7. University Sabbaticals, Fellowships & Faculty Awards Committee
  1. Minutes from September 11, 2019 *selection of new officers*
8. University Student Affairs & Campus Life Advisory Committee
  1. none
9. Bachelor of Liberal Studies (BLS) Committee
  1. BLS Committee Meeting Minutes- Sept 6, 2019 (BLS-Gen-Ed-Chart) *admissions report (88 BLS applications for Fall 2019), modification of Gen Ed requirements for BLS students (see chart), approved revision to Leadership and Management major*
10. Distance and Blended Learning Committee
  1. September 2019 Online D&BL Minutes *approval of new courses to be taught in Spring 2020 and Summer 2020*
11. First Year Seminar Committee
  1. Minutes from August 29, 2019 *set October 25, 2019, deadline for new FSEM proposals*
12. Honors Program Committee
  1. Action Items of the Honors Program Committee, September 6, 2019 *considered and approved UFOC recommended change to Honors Program Committee(see under New Business), approved new course proposals and proposals for Honors credit for transfer students*
  2. Minutes of the Honors Program Committee, September 6, 2019 *more information about course proposals and discussion about action items, update on the Honors Program (including that 102 first-year Honors students were admitted in Fall 2019, and the Honors Program moved to Lee 307)*
13. James Farmer Multicultural Center Advisory Committee *report on cultural programming sponsored in Spring 2019 and Fall 2019, Social Justice initiatives, and RISE Peer Mentoring program*
  1. Minutes of September 11, 2019 meeting

2. [Programming Report, September 11, 2019](#)
3. [Minutes of April 24, 2019 meeting](#)
4. [Programming Report, April 24, 2019](#)
14. [Journalism Advisory Committee selection of officers, review of the Statement Regarding the Blue & Gray Press \(approved by UFC on April 15, 2019\), plans for outreach and panel discussion for Fall 2019](#)
  1. [Minutes from August 19, 2019](#)
  2. [Minutes from August 26, 2019](#)
  3. [Minutes of September 11, 2019 meeting](#)
  4. [Programming Report, September 11, 2019](#)
15. [Speaking Intensive Committee new courses approved for SI designation](#)
  1. [SI Committee Action Items – September 18, 2019](#)
16. [Teaching Center Advisory Committee discussion of pedagogy travel grants and teaching center programs](#)
  1. [Minutes from Sept 10, 2019](#)
17. [Writing Intensive Committee new courses approved for WI designation](#)
  1. [Writing Intensive Committee Action Items 9-11-19](#)
  2. [Writing Intensive Committee Meeting Minutes 9-11-19](#)
  3. [Writing Intensive Committee Meeting Minutes 8-22-19](#)

*All minutes and reports from committees accepted as is. All voted in favor, no abstentions.*

#### IV. Unfinished Business

University Faculty Organizational Committee: The following two action items were submitted to the UFC for its April 15, 2019, meeting. The UFC lost quorum before they could be considered.

1. [Action Item](#) Contingent Faculty recommendation: This motion is to include on UFC someone at the rank of Adjunct, Professional Development Adjunct or Visiting, as an at-large member, to be compensated monetarily. The UFC tabled this motion (April 15, 2019). *This proposal was developed in response to UFC discussion about similar actions taken at other Virginia faculty senates, including William & Mary and James Madison; as this would be a change to UFC composition, the three college faculty councils will also have to approve before it can be submitted to the BOV for inclusion in the Faculty Handbook*

*UFOC recommends compensation to the contingent faculty representative of \$800 annually or \$400 per semester (8 meetings\*2 hours\*\$50 per hour). Discussion on the definition of who would qualify under this proposal. Visiting faculty do not meet the requirements because nor do Professional Development Adjuncts (3.6.4). Concerns were also raised on whether we could fill this position and what would happen if we could not fill the position in terms of composition for UFC. Angela Pitts asked for a straw poll which showed strong support for the rationale, but given the concerns raised it was returned to UFOC for further consideration.*

2. Action Item Teaching Center Advisory Committee recommendation: This motion revises the Teaching Center Advisory Committee membership to reflect all three colleges; inclusion of charge to review grant proposals; creation of Teaching & Learning Roundtable to meet twice a semester, comprised of individuals representing various centers on campus. The UFC tabled this motion (April 15, 2019). *The language in this motion should be amended to reflect that Digital Learning Support has replaced DTLT.*

*Discussion over whether there is a need for representation from all three Colleges. Friendly amendment for a preference clause. This motion revises the Teaching Center Advisory Committee membership to recommend. The following changes were recommended:*

*From*

- 2.8.10 Teaching Center Advisory Committee The committee consists of five faculty members, with ~~at least one member from each college~~, appointed as described in section 2.7.2. The committee also includes the Director of the Teaching Center as a nonvoting ex officio member. The committee also includes the following nonvoting ex officio members or their designees: the University Librarian, the Director of the Teaching Center, and the Director of Teaching and Learning Technology. The committee's duties are to:

*To*

- 2.8.10 Teaching Center Advisory Committee The committee consists of five faculty members, with a preference for at least one member from each college, appointed as described in section 2.7.2. The committee also includes the Director of the Teaching Center as a nonvoting ex officio member. The committee also includes the following nonvoting ex officio members or their designees: the University Librarian, the Director of the Teaching Center, and the Director of Teaching and Learning Technology. The committee's duties are to:

*From*

- .3 Recommend to the Teaching Center director which grant and faculty fellowship applications should be awarded funding;

*To*

- .3 Recommend to the Teaching Center director which Teaching Center grant and faculty fellowship applications should be awarded funding;

From

- .5 Participate in a Teaching and Learning Roundtable, convened by the Director of the Teaching Center, which will meet at least twice each semester to collaborate and to develop shared programming and will consist of the following individuals or their designees: the University Librarian, the Director of ~~Teaching and Learning Technology~~, the Director of the Digital Knowledge Center, the Director of the Writing Center, the Director of the Speaking Center, the Director of the Center for Community Engagement, the Director of the First Year Experience, the Director of the Office of Disability Resources, the Director of the James Farmer Multicultural Center, the Director of the SafeZone program, the Associate Provost for Institutional Analysis and Effectiveness, the Director of Academic Services, the Director of the Honors Program, the Director of Academic Integrity Programs, and the Director of the Talley Center for Counselling Services, as well as the Director of the Center for Teaching and the Teaching Center Advisory Committee.

To

- .5 Participate in a Teaching and Learning Roundtable, convened by the Director of the Teaching Center, which will meet at least twice each semester to collaborate and to develop shared programming and will consist of the following individuals or their designees: the University Librarian, the Director of [Digital Learning Support](#), the Director of the Digital Knowledge Center, the Director of the Writing Center, the Director of the Speaking Center, the Director of the Center for Community Engagement, the Director of the First Year Experience, the Director of the Office of Disability Resources, the Director of the James Farmer Multicultural Center, the Director of the SafeZone program, the Associate Provost for Institutional Analysis and Effectiveness, the Director of Academic Services, the Director of the Honors Program, the Director of Academic Integrity Programs, and the Director of the Talley Center for Counselling Services, as well as the Director of the Center for Teaching and the Teaching Center Advisory Committee.

*Vote to approve the motion as friendly amendments, all voted in favor, no abstentions.*

Continued Discussion of Faculty Governance Plans for 2019-2020 and Recommendations to Improve Faculty Governance –*discussion from our August meeting, including reference to recent discussions by CASFC and other campus groups (this will likely be moved to after New Business)*

1. [Copy of CASFC email about September 18, 2019 meeting](#), making reference to discussion about restructuring CAS faculty governance structures and practices.
2. [Copy of email from John Morello regarding curriculum approval process – Sept 19, 2019; CourseLeaf Catalog CIM Brochure email reply to the CASFC email; includes important information about the curriculum review process with CourseLeaf, which will be in place for next year](#)

*Tabled*



## V. New Business

1. Action Items: University Curriculum Committee recommendation- to approve two new programs and nine new courses, all in the College of Education

*All voted in favor to recommend approval, no abstentions.*

2. Action Item: BLS Committee recommendation – to approve new BLS General Education requirements (see BLS-Gen-Ed-Chart)

*John Morello raised a question about whether the new BLS general education requirements would meet the mandated minimum of 30 credits. The motion was returned to committee for further consideration.*

3. Action Item: Distance and Blended Learning Committee recommendation – new courses to be taught online or majority-online.

*All voted in favor to recommend approval, no abstentions.*

4. Action Items: Honors Program Committee *regular business*

*All voted in favor to recommend approval, no abstentions.*

5. Action Items: Speaking Intensive Committee *regular business*

*All voted in favor to recommend approval, no abstentions.*

6. Action Items: Writing Intensive Committee *regular business*

*All voted in favor to recommend approval, no abstentions.*

7. Resolution in support of the Campus Community Response Team – approved and submitted by the CAS Faculty Council *This resolution is in support of the CCRT in part prompted by the need for additional resources once the current federal grant funds are depleted in March 2020*

*It was noted that John Morello had been instrumental in helping to ensure that the current grant timeline could be extended so that the grant money could support initiatives through March 2020. The President and Provost both spoke to administrative interest in supporting similar initiatives. The UFC signified support for this motion, all signified support with no abstentions.*

6. Action Item: University Faculty Organization Committee. Honors Program Committee recommendation: This motion revises the Honors Program Committee membership to reflect the ex officio status of the Honors Program Director on the committee; revision of duties to reflect current nature of the Honors Program.

*UFC voted to approve the changes regarding the honor program committee recommendation, all voted in favor with no abstentions.*

## VI. Announcements

## VII. Adjournment

The next UFC meeting will be held on October 23, 2019, from 3:30-5:30pm in the HCC Digital Auditorium. *Meeting was adjourned at 5:08pm.*