

UFC Meeting
Wednesday, December 4, 2019
Digital Auditorium (HCC), 3:30-5:30pm

Members in Attendance: Janine Davis (COE), John Broome (COE), Jennifer Walker (COE), Dave Henderson (COB), Kenneth G. Machande (COB), Kashef Majid (COB - UFC Secretary), Sarah Morealli (CAS, Health, PE, & STEM), Andrew Delaney (CAS, Health, PE, & STEM), Jackie Gallagher (CAS, Social Sciences, UFC), Laura Mentore (CAS, Social Sciences), Helen Housley (CAS – Arts & Humanities), Miriam Liss (CAS, Social Sciences), Helen Housley (CAS, Social Sciences), Larry Lehman (CAS, Health, PE, & STEM), 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), Marcel Rotter (CAS, At-Large, UFC Parliamentarian), UMW Provost Nina Mikhalevsky (Ex-Officio): UMW President Troy Paino (Ex-Officio)

Proxies: Dave Henderson for Kashef Majid

Guests: John Morello, Rosemary Arneson, Nichole Crowder (Gen-Ed Committee), Caitie Finlayson (Teaching Center), Tim O'Donnell, Rita Dunston, Christy Pack (Staff Advisory Council President), Betsy Lewis

Not in attendance: Pam Lowery (Ex-Officio)

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

I. Call to Order – Meeting was called to order at 3:30pm by Anand Rao

II. Meeting Minutes –

[October 23, 2019 UFC Meeting Minutes](#)

III. Reports

1. President Paino

- [President's Report to the UFC – December 2019](#)
- John Lewis is coming to talk on January 13th, the day after James Farmer's birthday. It's the first day of class in the Spring semester. Please make announcements. He will be talking between 3 and 4pm in the afternoon. The plan is to be in the Chandler ballroom with Dodd auditorium as a back up if there is overflow in Chandler ballroom.
- [BOV Report – Capital Projects Summary – Nov 2019](#)
- [BOV Report – Capital Outlay Progress Photos – Nov 2019](#)

2. Provost Mikhalevsky

- [BOV Report – Academic Affairs – Nov 2019](#)
- The State of Virginia expects faculty to take some responsibility with reducing the cost of classroom materials. Emphasis on ensuring timely and accurate book orders to the bookstore. If book orders are delayed this impacts the ability of students to be prepared for classes.
- In response to a question of Enterprise Solutions, this question came in response to faculty that are teaching online. Licenses from Enterprise Solutions are possible, please contact Jerry Slezak for more information.
- Regarding the shelter in place situation, there were a number of things that could have been done differently and better. Chief Hall and Dean Rucker met with faculty and staff to discuss what could have been improved. The Provost and Chief Hall will schedule meetings with faculty and staff in every academic building throughout the spring semester.
- If you have any concerns (regarding any suspicious or concerning behavior) and would like to make an anonymous report, please use the BIT form.

3. College Deans

- Dean Pete Kelly, CoE
[COE Dean Report October 23 2019](#)
- Dean Keith Mellinger, CAS
[CAS Dean Report October 23, 2019](#)
- Dean Lynne Richardson, CoB
[COB Dean Report October 23, 2019](#)

4. SGA Representative's Report (Aneesa Noor)

- [No report](#)

5. SAC Representative Report (Christy Pack)

- [SAC Report to BOV – Nov 2019](#)

6. UFC Chair's Report (Anand Rao)

- [Faculty Representative Report to the BOV – Nov 15, 2019](#)

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

8. Faculty Senate of Virginia (Marcel Rotter)

- [No report](#)

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

1. University Academic Affairs Committee

- [Draft Meeting Minutes – Nov 4, 2019](#)
- [Revised Motion – low-cost materials](#)
- [Motion – mid-semester progress reports](#)
- [Response to the UFOC](#)

2. University Budget Advisory Committee

- [Meeting Minutes – Nov 4, 2019](#)
- [Meeting Minutes – Nov 26, 2019](#)
 - [PowerPoint Slides from Paul Messplay's presentation](#)

3. University Curriculum Committee
 - [Meeting Minutes – Nov 7, 2019](#)
 - [November 2019 Action Items](#)
4. University Faculty Affairs Committee
 - [Meeting Minutes – Nov 21, 2019](#)
5. University Faculty Organization Committee
 - [Meeting Minutes – Nov 20, 2019](#)
6. University General Education Committee
 - [Meeting Minutes – Nov 6, 2019](#)
 - [Approved 2020 General Education Courses](#)
7. University Sabbaticals, Fellowships & Faculty Awards Committee
 - [Meeting Minutes of Oct 11 and 16, 2019](#)
8. University Student Affairs & Campus Life Advisory Committee
 - [Draft Meeting Minutes of October 2019](#)
9. Bachelor of Liberal Studies (BLS) Committee
 - [Meeting Minutes – Nov 8, 2019](#)
10. Distance and Blended Learning Committee
 - [Meeting Minutes – November 2019](#)
11. First Year Seminar Committee
 - [Meeting Minute – Nov 15, 2019](#)
12. Honors Program Committee
 - [Action Items – Nov 20, 2019](#)
13. James Farmer Multicultural Center Advisory Committee
 - [Meeting Minutes – Nov 20, 2019](#)
 - [Programming Report – Nov 20, 2019](#)
14. Journalism Advisory Committee
 - [Meeting Minutes – Oct 28, 2019](#)
15. Speaking Intensive Committee
 - [Meeting Minutes – Nov 18, 2019](#)
16. Teaching Center Advisory Committee
 - [Meeting Minutes – Nov 18, 2019](#)
 - [Center for Teaching Mid-Year Report](#)
17. Writing Intensive Committee
 - *no report*

All University Committee reports accepted without comments, all voted in favor or acceptance.

IV. Unfinished Business

1. Action Item – new General Education Requirements for the BLS Program – includes rationale for how the requirements comply with SACSCOC requirements

All voted in favor with no objections and no abstentions.

2. Action Item – UFAC interpretation of faculty expectations during winter break – discussion of interpretation offered by UFAC at the request of a faculty member

The UFAC did not want to recommend changes to the faculty handbook. The committee wanted to make it known that it has been practice that there was a winter break from when faculty submitted final grades to when they started classes in the next semester. The committee wanted this affirmed but did not want to make changes to the faculty handbook.

The Provost recommended the UFAC to go back and recommend changes to the handbook that does delineate when faculty are expected to be on campus during periods considered breaks. Currently, there are multiple interpretations which make it ambiguous when faculty are expected to be on campus.

The UFAC has not opined on whether meetings can be held during times considered to be breaks. There was no significant amount of support to change the faculty handbook to regulate the breaks.

V. New Business

1. Action Items – University Curriculum Committee (approval of new courses), Distance and Blended Learning (new courses to be taught online), FSEM Committee (approval of new courses), Honors Program (approval of new course designation)

All approved without objections and no abstentions.

2. Action Item – 2020 General Education Courses – approval of courses that fit each category of the new general education curriculum

All approved without objections and no abstentions.

An impromptu commendation was proposed to recognize the work of the gen-ed committee and development of the gen-ed curriculum. All approved without objections and no abstentions.

3. Campus Environment Committees – discussion of faculty representation on both committees

A standing committee will be created to start work early in the Spring (2020) semester. Elections will follow from UFOC.

4. Day on Democracy – discussion of implementation of previously approved motion for 2020-2021 Academic Calendar
 - Day on Democracy Motion – passed by UFC on March 27, 2019
 - Civic Engagement at UMW – Fall 2019 report from the Center for Community Engagement
 - Day on Democracy Working Group – with an elected faculty co-chair

Sarah Dawes, along with one elected faculty member, and one student will become co-chairs. A webpage and information will be provided that will provide clarity on what will occur that day. UFOC will be contacted to initiate the election process.

5. Motion: Changes to Section 6 “Faculty Evaluation Procedures” of the Faculty Handbook – motion from UFAC after consideration of faculty evaluation procedures. Included here are:
 - [Section 6 – Track Changes Document](#)
 - [Section 6 – Revised Copy](#)

Motion 8, from the UAAC will be sent to the UFAC for consideration.

6. Faculty Governance – [suggestions for changes to the faculty governance structure](#)– recommendations from the CAS Faculty Council
7. [Motion: Identifying Low-Cost Materials on the Course Schedule](#) – motion from UAAC
8. [Motion: Mid-Semester Progress Reports](#) – motion from UAAC

VI. Announcements

VII. Adjournment

The next UFC meeting will be held on January 29, 2020, from 3:30-5:30pm in the HCC Digital Auditorium.