

UFC Meeting
Wednesday, February 26, 2020
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 G. Morealli (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),

Proxies:

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: Andrew Delaney (CAS, Health, PE, & STEM), Pam Lowery (Ex-Officio), UMW Provost Nina Mikhalevsky (Ex-Officio), Lynne Richardson (Dean COB)

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

I. **Call to Order** – Meeting called to order at 3:33pm by Anand Rao

II. Meeting Minutes –

Draft Minutes: [UFC Meeting – Minutes – January 29 2020](#)

- [Helen Housley is listed twice, this has been corrected and the minutes have been approved.](#)

III. Reports

1. President Paino

1. [President Paino's Report to the UFC](#)
2. [Capital Projects Summary for Board of Visitors](#)

- Capital improvement projects are moving ahead and are in the Governor's Budget.
- Question raised from the floor regarding a question regarding a bill may be under consideration in committee regarding free speech. The Bill was HB228 and was defeated on a party line vote.
- Branding update, Lisa Bowling is going to send a faculty wide email that summarizes the findings of Mindpower and their research.
- A timeline that goes out to campus soon which outlines the timeline as to where we are going regarding the branding of UMW

- Question raised from the floor regarding faculty salary increases. If the House bill comes to pass we will have to reallocate \$2 million if the Senate bill comes to pass then we will have to reallocate approximately \$3 million. We will have to raise tuition by 6.8% if UMW is tasked with allocating the salary increase. It's as yet unclear if the State will provide some help to account for this increase.
 - Question from the floor regarding salary increases. How will salary increases be allocated? Will it be mandated by the State or will UMW have more freedom to determine how they are allocated, this is not clear as yet.
2. Provost Mikhalevsky
 1. Academic Affairs Report to the Board of Visitors
 3. College Deans
 1. Dean Pete Kelly, CoE
No report
 2. Dean Keith Mellinger, CAS
 1. CAS report to UFC 2-26
 - Please like us on social media and tell your friends.
 3. Dean Lynne Richardson, CoB
 1. CoB Report to UFC – Feb 26, 2020
 2. MONEY MATTERS at UMW March 2020
 4. SGA Representative's Report (Aneesa Noor)
 1. SGA Report to the Board of Visitors – Feb 2020
 5. SAC Representative Report (Christy Pack)
 1. SAC Report to the Board of Visitors – Feb 2020
 6. UFC Chair's Report (Anand Rao)
 1. Notes from Feb 12, 2020, Leadership Council
 2. Faculty Representative's Report to the BOV – Feb 21, 2020
 - President Paino spoke about the open forum event held by the BOV at UMW. The forum allowed students to discuss the concerns around mental health. They also discussed the feelings of being part of an under-represented group on campus.
 - President Paino spoke about a donor helping to brand and use digital marketing.
 - Follow up with an earlier action item about adding a contingent faculty member to the UFC. Information shared from JMU reveals that the faculty senate at JMU has 50 members, 3 of which are adjunct members, adjunct members are compensated for their time.
 - Question from the floor to President Paino. A number of students have been impacted by changes in the ODR and how is this impacting students now and going forward. President Paino discussed the need for additional searches in this Department.
 - Question from the floor regarding "flattening the administration structure" to President Paino. Response, for an institution of our size we may have too many layers and we should think how we can flatten this structure. When a position becomes available, we need to think how we can reduce our administrative costs so as to reinvest in those who work directly with students. Over the next five years we will see more retirements and we need to think how we can flatten the structure and lower the administrative costs.
 7. UFC Vice Chair's Report (Andrew Dolby)
 - No report

8. Faculty Senate of Virginia (Marcel Rotter)
 1. [Legislative Report – Update from Feb 19, 2020](#)
 2. [Legislative Report – Update from Feb 4, 2020](#)
 - [Next meeting is in April.](#)

9. University Committees – minutes, reports, and action items
 1.
 1. [University Academic Affairs Committee](#)
 1. [Meeting Minutes, Feb 20, 2020](#)
 2. [University Budget Advisory Committee](#)
 1. [Meeting Minutes, Feb 17, 2020](#)
 2. [Student Affairs Priorities for 2019-2020](#)
 3. [University Curriculum Committee](#)
 1. *no report*
 4. [University Faculty Affairs Committee](#)
 1. [Meeting Minutes, Feb 13, 2020](#)
 2. [Request to audit and formalize processes for Special Assignments](#)
 - [Request made to UFAC but they have not acted on it.](#)
 5. [University Faculty Organization Committee](#)
 1. *no report*
 6. [University General Education Committee](#)
 1. *no report*
 7. [University Sabbaticals, Fellowships & Faculty Awards Committee](#)
 1. *no report*
 8. [University Student Affairs & Campus Life Advisory Committee](#)
 1. *no report*
 9. [Bachelor of Liberal Studies \(BLS\) Committee](#)
 1. [Meeting Minutes, Feb 2020](#)
 10. [Distance and Blended Learning Committee](#)
 1. [Meeting Minutes, February 2020](#)
 11. [First Year Seminar Committee](#)
 1. *no report*
 12. [Honors Program Committee](#)
 1. [Meeting Minutes, Feb 13, 2020](#)
 13. [James Farmer Multicultural Center Advisory Committee](#)
 1. [Meeting Minutes, February 5, 2020](#)
 14. [Journalism Advisory Committee](#)
 1. [Meeting Minutes, Feb 11, 2020](#)
 15. [Speaking Intensive Committee](#)
 1. [Meeting Report, Feb 2020](#)
 - [If students require accommodations could students be exempt from the speaking intensive requirements.](#)
 - [Question from the floor: is there a process to get students exempt from speaking requirements. Response, if it's a non SI course and the student has a documented disability this is an open question, it's not clear. The committee is working on recommendations and guidance.](#)
 16. [Teaching Center Advisory Committee](#)
 1. [Meeting Minutes, Jan 27, 2020](#)
 17. [Writing Intensive Committee](#)
 1. *no report*

All reports unanimously approved without abstentions.

IV. Unfinished Business

1. Motion: Changes to Section 6 “Faculty Evaluation Procedures” of the Faculty Handbook – motion from UFAC after consideration of faculty evaluation procedures. [sent back to UFAC for further consideration at Dec 4, 2019, UFC meeting – still under consideration by UFAC as the committee awaits feedback from university counsel]. Included here are:
 1. Section 6 – Track Changes Document
 2. Section 6 – Revised Copy
2. Motion: Mid-Semester Progress Reports –[under consideration by UFAC and UAAC; UAAC Chair Gonzalo Campos-Dintrans plans to attend to provide an update on UAAC’s recommendations]
 1. UAAC Recommended Motion

In the middle of each semester, faculty report student progress reports of students are notified by the Office of the Registrar if their performance in a course is reported by faculty to be satisfactory (S), unsatisfactory (U) or never attended (N). Although the report is neither not entered on a student’s permanent record nor sent to parents or guardians, mid-semester unsatisfactory reports are posted in Banner, and sent to advisors. Because a “U” is a warning that significant improvement is needed, the student should consult instructors, advisors, or the Office of Academic Services, for assistance.

- The UAAC recommended that we continue to have a U (unsatisfactory) grade, but also an S (satisfactory) grade. Also discussed the usage of M for marginal grade, this was not preferred because of the difficulty of defining what marginal referred to. It was also discussed to have an I for insufficient but nobody was in favor of this. We first need to define what a U is, we can rely on grades but also attendance. Changes to proposed languages were shared.
- Dean Mellinger raised a question: what the rationale for the M is being eliminated, it was clarified that it will remain because it does have value.
- J. Gallagher spoke against the motion, we must submit an M and a U but we should not be required to submit anything else. The concern was that students at this stage should not be evaluated as satisfactory because it’s too early to make that judgement. No concerns with adding a U if a student is not submitting adequate work.
- Question from the floor: would the implementation of this increase the number of faculty that are engaged with this? It is a requirement now but now we’re putting increased work on the faculty that are applying this. Requiring an S seems to penalize those that are applying this.
- Comment raised by A. Dolby, it is invaluable from a compliance standpoint. If this is a way to make this program more effective then we should be for it.

Call to question called at 4:38pm

Voted 12 in favor, 5 opposed, motion passed.

3. 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 at its Sept 25, 2019 meeting.

- The JMU model (of three years) would not work for UMW, adjuncts can not be here longer than 3 years.
- Question raised regarding the RTA and why contingent faculty is not included.
- Question raised, can we work into this proposal what happens if we cannot find an adjunct faculty member who is unable to serve.
- This will be taken back to UFOC.

V. New Business

1.
 1. Action Items: Honors Program (1/27/20), Honors Program (2/7/20), Distance and Blended Learning,
 - Approved unanimously with no abstentions.
 2. Motion: Changes to the Faculty Handbook to Create a UFC Executive Committee, submitted by Anand Rao.
 - Question from the floor, if the chair is chair up to the last year of their term. Then would that add another year (due to the change from chair to past-chair and 3 years vs. 2 years).
 - 2.3.5.2 UFC Past-Chair The previous year's UFC Chair will serve as the Past Chair for the year following their year as UFC Chair. The Past-Chair should be a tenured member of the instructional faculty. If the previous year's UFC Chair was in the last year of their elected term, then their term will be extended by one year in order for them to serve as UFC Past-Chair the following year.
 - Change proposed: In the last year of their elected term the chair will serve as an ex-officio member of the UFC as they serve as UFC Past-Chair.
 - **Vote: All voted unanimously in favor with no abstentions.**
 3. Motion: Change to the Faculty Handbook to Create an Ex Officio Representative to the UFC from the CAS Department Chairs, submitted by Anand Rao.
 - Question from the floor: Is this really necessary, our meetings are already open. Response, this would compel one Department Chair to submit a report.
 - This was only to enhance communication.
 - **Voted: 12 in favor, 0 opposed, 5 abstentions.**
 4. Reconfiguration of the General Education Committee. In this discussion, the UFC will consider both a proposal for a 'super Gen Ed committee' as well as proposals for Digital Intensive and Community Engagement Committees. The UFC will use this time to consider proposals that will then be sent to committee for review, with the intent of UFC action following at its March, 2020, meeting.
 1. Digital Intensive Proposal
 2. Community Engagement Proposal
 - Discussion revolved around the usage of a new software system designed to create efficiency and streamline the process.
 - Question from the floor: is the workflow software something that we're going to be locked in to?

- If WI or SI wants to continue to have committees they should still have them. The action we should focus on transfer of the gen-ed portion to these committees.
 - Straw poll, are you supportive of a Super Gen Ed committee which transfers approval from each separate committee to the Super Gen Ed Committee with ex-officio members that are non voting. All voted unanimously for with no abstentions.
 - Straw poll, the Super Gen Ed committee but with an ex-officio member from each of the smaller committees, 4 in favor.
 - Straw poll, the Super Gen Ed committee but with a member from each of the smaller committees to make a larger committee, 8 in favor.
5. Discussion of the General Faculty Meeting with plans for next steps.
1. [Meeting Notes](#)
 2. [Meeting Agenda](#) – with links to items included for discussion

VI. Announcements

VII. Adjournment

The next UFC meeting will be held on March 25, 2020, from 3:30-5:30pm in the HCC Digital Auditorium.