**UFC Meeting**

**Wednesday, March 31, 2021**

**Online (via Zoom), 4-5 PM**

**Members in Attendance:** Janine Davis (COE, UFC Secretary), Teresa Coffman (COE), Jennifer Walker (COE), Kenneth G. Machande (COB, UFC Vice Chair), Kashef Majid (COB), Rachel Graefe-Anderson (COB), Margaret Ray (CAS, Social Sciences), Suzanne Sumner (CAS – Health, PE, & STEM), Miriam Liss (CAS, Social Sciences), Laura Mentore (CAS, Social Sciences), Larry Lehman (CAS, Health, PE, & STEM), Anand Rao (CAS, At-Large, UFC Past Chair), Andrew Dolby (CAS, At-Large, UFC Chair), Kate Haffey (CAS – Arts & Humanities), Kristin Marsh (CAS, At-Large), Gregg Stull (CAS – Arts & Humanities), Marcel Rotter (CAS, Arts & Humanities, UFC Parliamentarian)

**Proxies:** none noted

**Guests:** There were approximately 30 people logged into the meeting. Included within this number were: UMW Provost Nina Mikhalevsky (Ex-Officio), Peter Kelly (Dean COE), Lynne Richardson (Dean COB), Keith Mellinger (Dean CAS), and Troy Paino (Ex-Officio).

This meeting can be viewed at <https://ufc.umw.edu/recordings/> (UMW log-in required).

**Notes:** The meeting was held via Zoom with both UFC members and outside members. UFC members were encouraged to indicate that they would like to speak by initiating the request via the chat function.

**I.Call to Order**

Andrew called the meeting to order at 4:00 PM.

**II. Meeting Minutes**

[**UFC Meeting–Draft Minutes–March 3, 2021**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2020/05/UFC-Meeting-Draft-Minutes-March-3-2021.docx)

**III. Reports**

1. **President Paino**

President Paino shared that he is working hard on a project that he will be able to report more about soon. He noted that planning has been challenging because enrollment is uncertain and the landscape of how and where students apply is changing. We are about 100 deposits down for our first year class, and deposits for residence halls are down from this point in previous years. We will likely have a smaller entering class in the fall. At the same time, transfer student applications are up.

Question (R. Reif, from UFAC): We are curious about the timing of the previously mentioned equity study.

Comment (N. Mikhalevsky): We are waiting to hear back about the cost and scope of the study. The next step will be to ask UFAC to serve as a consulting group as we put that study together...earliest would probably be over the summer, but I will update when we know more.

Response (T. Paino): I will take the advice of the committee; waiting until the fall could work, but if they are eager to get things going, it’s up to them.

Question: Will the planned pay increase exacerbate the inequities in salaries?

Response: The 5% increase will be a factor that will have to be looked at after the fact, but we won’t wait for the study to give the pay raise.

**2. Provost Mikhalevsky**

The Provost added a follow up to the budget—full-time, tenure track faculty searches will have to wait until May or June at the earliest. There were many requests to extend the deadline to submit grades, but this will affect degree conferral dates. Provost Mikhalevsky suggested adding one day to the deadline (making the deadline 10 AM on Wednesday instead of Tuesday), noting that most faculty will not participate in commencement activities. This would mean that we certify degrees by the following Monday instead of Friday.

Comment: Can the deadline be pushed back for students who are not graduating?

Response: This will likely be too challenging for the Registrar’s office and the need for calculating academic standing.

Provost Mikhalevsky noted that for faculty visa concerns (from the UFAC minutes) that those faculty members should reach out to Beth Williams in HR. This process does tend to take a long time, but it seems to be on track.

They are also collecting data on commencement numbers and map out the required number of ceremonies (about 10). The logistics are daunting; faculty should stay tuned for more information. Generally speaking, faculty should avoid campus, although there will be a call for volunteers. The ceremonies will be brief and traffic patterns will keep the guests moving through the events. She also thanked Ken Machande for his willingness to serve as Interim Dean of the College of Business.

**3. College Deans**

**–**[**Dean Pete Kelly**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/COE-Dean-UFC-report-march-31-2021.docx)**, CoE**

Report attached.  **–**[**Dean Keith Mellinger**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/CAS-Dean-Report-to-UFC-Mar-31-2021.pdf)**, CAS**

Report attached.The Dean encouraged people to attend Research and Creativity Day to support the students.  **--Dean Lynne Richardson, CoB**

No report

**4. SGA Representative’s Report (Kyree Ford)**

No report

**5.** [**SAC Representative’s Report**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/March-2021-USC-Report-to-the-UFC.pdf) **(Michelle Pickham) *– report pending***

Report attached.

**6.**[**UFC Chair’s Report**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/UFC-Chairs-Report-to-BOV-March-2021.docx)**(Andrew Dolby)**

Report attached.

**7. UFC Vice Chair’s Report (Ken Machande)**

No report.

**8. Faculty Senate of Virginia (Marcel Rotter) – *report pending***

The group met on Saturday and talked about email campaigning work with the legislature. They are hoping to increase membership of Virginia schools. Officer elections were completed and Marcel will continue to serve as the Treasurer. There have been some recent issues with community colleges and nursing pay that he shared.

Andrew added that he has noticed increased support for adjuncts through this work.

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

**–**[**University Academic Affairs Committee**](https://ufc.umw.edu/committees/university-academic-affairs-committee/) **.        *no report*  
–**[**University Budget Advisory Committee**](https://ufc.umw.edu/committees/university-budget-advisory-committee/) **.**[**Meeting minutes February 25**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/minutes0225.pdf) **.**[**Meeting minutes March 4**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/UBAC-minutes-3.4.2021_final-draft.pdf) **.**[**Meeting minutes March 11**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/minutes0311.pdf) **.**[**Meeting minutes March 18**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/UBAC-minutes-3.18.2021_FINAL-draft.pdf) **–**[**University Curriculum Committee**](https://academics.umw.edu/curriculumcommittee/) **.**[**Meeting minutes March 26**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/UCC_Mar26_Minutes.pdf) **–**[**University Faculty Affairs Committee**](https://ufc.umw.edu/committees/university-faculty-affairs-committee/) **.**[**Meeting minutes March 4**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/20210304-UFAC-Minutes.pdf) **–**[**University Faculty Organization Committee**](https://ufc.umw.edu/committees/university-faculty-organization-committee/) **.         *no report*  
–**[**University General Education Committee**](https://ufc.umw.edu/committees/university-general-education-committee/) **.**[**Action items March 15**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/Gen-Ed-3.15-Action-Items.docx) **–**[**University Sabbaticals, Fellowships & Faculty Awards Committee**](https://ufc.umw.edu/committees/university-sabbaticals-fellowships-faculty-awards-committee/) **.**[**Meeting minutes March 11**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/SFFA-Minutes-11Mar2021.pdf) **–**[**University Student Affairs & Campus Life Advisory Committee**](https://ufc.umw.edu/committees/university-student-affairs-campus-life-advisory-committee/) **.**[**Meeting minutes February 26**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/SACL-Minutes-2_26-Rvsd.pdf) **.**[**Meeting minutes March 19**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/SACL-Minutes_3_19.pdf) **–**[**Bachelor of Liberal Studies (BLS) Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/bachelor-liberal-studies-bls-committee/) **.**[**Meeting minutes March 4**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/BLS-meeting-minutes-March-4-2021.pdf) **–**[**Distance and Blended Learning Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/distance-and-blended-learning-committee/) **.**[**Action items March 19**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/DBLC-Action-Items-March-19-2021.docx) **–**[**First Year Seminar Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/first-year-seminar-committee/) **.**[**Meeting minutes March 18**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/FSEM-Minutes-3-18-2021.pdf) **–**[**Honors Program Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/honors-program-committee/) **.**[**Action items March 23**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/HNActionItem_Mar_part2.pdf) **–**[**James Farmer Multicultural Center Advisory Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/james-farmer-multicultural-center-advisory-committee/) **.**[**Meeting minutes March 19**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/JFMC-FAC-Minutes-031921.pdf) **–**[**Journalism Advisory Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/journalism-advisory-committee/) **.**[**Meeting minutes March 12**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/JAC-minutes-3-12-2021.pdf) **–**[**Speaking Intensive Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/speaking-intensive-committee/) **.**[**Action items March 24**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/SI-committee-action-items-March-24-2021.pdf) **–**[**Teaching Center Advisory Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/teaching-center-advisory-committee/) **.**[**Meeting minutes February 25**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/TCAC-Minutes-2-25-21.pdf) **–**[**Writing Intensive Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/writing-intensive-committee/) **.        *no report***

One commenter noted that action items are separated from the minutes for the General Education committee.

Response: These might be coming, but this might be something for committees to be aware of for the future.

Question: What is the status of the Stafford campus?

Response (N. Mikhalevsky): We are trying to make better use of it; Kimberly Young has been looking for additional opportunities for the space. If people have revenue-generating ideas, please share them.

The minutes were approved as a package with no abstentions.

Andrew offered messages of support for members of the Asian-American community (recent hate crimes against this community and their resulting effects were noted in the minutes of the James Farmer Multicultural Committee).

**IV. Unfinished Business**

None

**V. New Business**

**1.**[**University Curriculum Committee action items March 26**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/UCC_Mar26_Minutes.pdf)

**2.**[**University General Education Committee action items March 15**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/Gen-Ed-3.15-Action-Items.docx)

**3.**[**Distance and Blended Learning Committee action items March 19**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/DBLC-Action-Items-March-19-2021.docx)

**4.**[**Honors Program Committee action items March 23**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/HNActionItem_Mar.pdf)

**5.**[**Speaking Intensive Committee action items March 24**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/SI-committee-action-items-March-24-2021.pdf)

The action items were approved as a package with no abstentions.

Andrew offered thanks to the committees for their work during this challenging semester. He also suggested that we use some time during our next meeting to reflect on the past and plan for the future.

**IV. Announcements**

1. (L. Mentore) There is a concern from the faculty that the new search tool for finding courses (and not scrolling) means that some courses may not be found as easily. Hitting “search” will pull up the full list of courses, but it’s not clear and they would like a message on the website to be added to alert those who are searching for courses during the advising period. There was some discussion of these options, and Rita added that in some cases the institution may have to invest money if they want to keep some features, because this is an enterprise system. Follow up comments expressed surprise that some aspects of Banner would be changing in the future. There was some follow up discussion about major declaration issues.

2. The next regular UFC meeting is scheduled for April 14.

The meeting adjourned at 5:00 PM

Respectfully submitted by Janine Davis