**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 40 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.

1. **Call to Order**

Andrew called the meeting to order at 4 P.M.

1. **Meeting Minutes**

**[UFC Meeting–Draft Minutes–March 31 2021](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2020/05/UFC-Meeting-Draft-Minutes-March-31-2021.docx)**

The minutes were approved.

1. **Reports**
2. **President Paino**

President Paino shared an enrollment update; we are about 100 deposits behind where we typically are at this point.The budget will be together by June. There is a BOV meeting soon, where tuition and fees will be set. Virginia Hall and Seacobeck are both underway and should be ready for move in soon, and the Palmieri Fountain may be ready in time for graduation. The President acknowledged the hard work of those involved in planning the several graduations, including Susan Worrell. He noted that COVID-19 cases are still rising in many areas, so we need to remain vigilant and keep an eye on this for the future. He expressed hope for the future because many faculty, staff, and students have been vaccinated. He noted that there were more than 3000 unique gifts given on Giving Day yesterday and offered thanks to those on campus and in Advancement who worked to make this event a success. Finally, he wanted to thank the faculty and staff for their hard work and support of students during this challenging time. He has gotten feedback from students that show how hard the faculty have been working to support students.

Question: Is it possible that we could need to cancel the in-person graduations?

Response: It’s unlikely at this point.

Question: You mentioned a big announcement, is that ready today?

Response: Not yet, but I will share that information very soon, likely over a campus-wide email.

Andrew offered thanks to President Paino and the implementation team for their work and dedication this year as well.

1. **Provost Mikhalevsky**

The Provost echoed the messages of thanks to the faculty for their work this year. She noted that she is following up with HR about faculty visas. She thanked the Academic Affairs committee for looking at the inclement weather policy and asked for recommendations on this for the future. She added a reminder of the general faculty meeting and encouraged the faculty to attend.

Comment: Andrew acknowledged that this is the Provost’s last meeting before she retires; he thanked her for her work for the faculty.

Response: I am a faculty member and I see administration as service, so I was happy to serve.

There were messages of support to her in the chat.

**3. College Deans**

**-Dean Pete Kelly, CoE**

No report    
-**Dean Keith Mellinger, CAS**

No report  
–[Dean Lynne Richardson](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/College-of-Business-UFC-Report-041421.docx), CoB

No additional report

Andrew also offered thanks to Dean Richardson and congratulations on her retirement. There were messages of support to her in the chat.

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

No report

**6. USC Representative’s Report (Michelle Pickham)**

Michelle offered thanks for this year and the ways that staff have been involved in the UFC and governance this year.

**7. UFC Chair’s Report (Andrew Dolby)**

No report. Andrew will attend the BOV meeting on Friday, so faculty should contact him if they have anything for that meeting.

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

No report

**9. Faculty Senate of Virginia (Marcel Rotter)**

No report

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

**–**[**University Academic Affairs Committee**](https://ufc.umw.edu/committees/university-academic-affairs-committee/) **.**[**Meeting minutes March 11**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/03/UAACMINUTES-2021-03-11.docx) **–**[**University Budget Advisory Committee**](https://ufc.umw.edu/committees/university-budget-advisory-committee/) **.**[**Meeting minutes March 25**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/minutes0325.pdf) **.**[**Meeting minutes April 1**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/UBAC-minutes-4.1.2021_FINAL.pdf) **.**[**Athletics presentation**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/AthleticsUBACPresentation-compressed-1.pdf) **–**[**University Curriculum Committee**](https://academics.umw.edu/curriculumcommittee/) **.         *no report*  
–**[**University Faculty Affairs Committee**](https://ufc.umw.edu/committees/university-faculty-affairs-committee/) **.**[**Meeting minutes April 1**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/20210401-Minutes.pdf) **.**[**Memorandum of Concern**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/UFAC-Visa-Memorandum-of-Concern.pdf) **–**[**University Faculty Organization Committee**](https://ufc.umw.edu/committees/university-faculty-organization-committee/) **.**[**Meeting minutes April 6**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/UFOC-Minutes-4.6.21.docx)**–**[**University General Education Committee**](https://ufc.umw.edu/committees/university-general-education-committee/) **.**[**Meeting minutes March 29**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/Gen-Ed-3.29-Minutes-Finalv3.docx) **.**[**Action items March 29**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/General-Education-Committee-Action-Items-3-29-21.docx) **–**[**University Sabbaticals, Fellowships & Faculty Awards Committee**](https://ufc.umw.edu/committees/university-sabbaticals-fellowships-faculty-awards-committee/) **.           *no report*  
–**[**University Student Affairs & Campus Life Advisory Committee**](https://ufc.umw.edu/committees/university-student-affairs-campus-life-advisory-committee/) **.**[**Meeting minutes April 2**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/SACL-Minutes-4_2.pdf) **–**[**Bachelor of Liberal Studies (BLS) Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/bachelor-liberal-studies-bls-committee/) **.          *no report*  
–**[**Distance and Blended Learning Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/distance-and-blended-learning-committee/) **.          Approved one majority online course for fall (**[**posted in CIM – item #84**](https://nextcatalog.umw.edu/designationadmin/)**)  
–**[**First Year Seminar Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/first-year-seminar-committee/) **.         *no report*  
–**[**Honors Program Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/honors-program-committee/) **.**[**Action item April 9**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/HNActionItem_apr_21.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 April 2**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/JFMC-FAC-Minutes-040221.pdf) **–**[**Journalism Advisory Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/journalism-advisory-committee/) **.         *no report*  
–**[**Speaking Intensive Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/speaking-intensive-committee/) **.         *no report*  
–**[**Teaching Center Advisory Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/teaching-center-advisory-committee/) **.         *no report*  
–**[**Writing Intensive Committee**](https://ufc.umw.edu/committees/other-university-advisory-and-special-interest-committees/writing-intensive-committee/) **.        *no report***

Comment (re: UFOC): sharing a list of still-open positions does sound like a good option

Comment: (re: GE): I will reach out to the committee too, but there were some different understandings about the requirements than were reflected in the minutes

Comment: Perhaps Academic Affairs/UFC could pick up the issue of a possible future January term

The minutes were accepted with no abstentions.

**IV. Unfinished Business**

None

1. **New Business**
   1. **Motion from Anand Rao**

The UFC requests that the administration create a policy to pay salary increases retroactively to any faculty member that delays applying for tenure or promotion due to Covid-19 and subsequently receives tenure and/or promotion.

Anand shared the origin of the motion, which arose in a department chair’s meeting. He thanked Margaret Ray for writing the motion.

Comment: We may need input from HR on this motion.

Response: This is a request for the administration to consider this, so that might be something that they should do in the future.

Comment: There has been one request to defer so far; we will calculate new salaries with 5% raise with base, add-on, and 5%.

Comment: I’m not sure I follow the logic of why we would want to do this, it seems like a double dip.

Response: This came from research that CASFC has been reading about best practices regarding the effect of COVID on junior faculty.

Response: This would only apply for those who subsequently achieve tenure and promotion. It would help to alleviate an ongoing impact that this year will have on salaries.

Comment: There was a committee related to this in the past.

Response: We have gone back to that model, but it still needs to be revisited. A market study should probably come next.

Comment: I think we did this so the adjustments would keep happening, so won’t we get inversion and compression again?

A discussion continued about the need for another market study and adjustments in the future.

Comment: We have made some adjustments as new hires have joined the faculty; we do still need to do a market study.

Comment: It might be worth checking to see if everyone got adjustments during that earlier time.

The motion passed with no abstentions.

We considered the following three items as a package.

* 1. **[General Education Committee action items approved on March 29](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/General-Education-Committee-Action-Items-3-29-21.docx)**
  2. **Distance and Blended Learning Committee action time approved on April 3 (**[**proposal posted in CIM – item #84**](https://nextcatalog.umw.edu/designationadmin/)**)**
  3. [**Honors Committee action items approved on April 9**](https://ufc.umw.edu/wp-content/blogs.dir/3211/files/2021/04/HNActionItem_apr_21.pdf)**(**[**proposal posted in CIM – item #83**](https://nextcatalog.umw.edu/designationadmin/)**)**

The motions passed with no abstentions.

* 1. **Election of new Executive Committee**

Andrew nominated Kristin Marsh. She accepted the nomination and was elected by acclimation.

Andrew nominated Rachel as vice chair. She accepted the nomination and was accepted by acclimation.

Marcel is willing to serve again in the role of parliamentarian.

Ian indicated his willingness to serve as secretary.

Andrew thanked Anand and the other members for their service on UFC and the executive committee.

* 1. **Planning for the 2021-22 academic year (UFC meeting time and format; August governance organizational meeting; Meeting with new SGA representatives)**

Andrew noted that the committee meeting time at the beginning of the year will return for next year. He sought feedback about whether the UFC would like to continue holding meetings over Zoom. One suggestion was to begin with an in-person meeting and continue with remote after that. Andrew added that he plans to meet with the incoming SGA leaders, along with the incoming Chair and Vice Chair.

**IV. Announcements**

**1. The final General Faculty meeting is scheduled for April 28 at 4:00pm. Challenges to UFC actions taken during the 2020-21 academic year must be submitted to Martha Link by 5:00PM on April 16.**

Kyree shared that the SGA Unsung Hero award will be shared on their website on Wednesday, April 21.

The meeting adjourned at 5:17 P.M.

Respectfully submitted by Janine Davis