

UFC Meeting
Wednesday, April 15, 2020
Online (via Zoom), 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), 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: Laura Mentore held the proxy for Angela Pitts

Guests: There were 45 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), Troy Paino (Ex-Officio), Tim O'Donnell (Associate Provost for Academic Engagement & Student Success)

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

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

I. Call to Order – Meeting called to order online at 3:30pm.

II. Meeting Minutes – Approved unanimously with no abstentions

[UFC Meeting – Minutes – March 25 2020](#)

III. Reports

1. President Paino

- Spoke about the task force regarding the fall semester. Questions such as what is the drop-dead date and when could the school open. The task force is currently comprised of an administration only group. Based on the advice of this task force then outside experts may be brought in with how to execute any plans. The rationale was to begin an early development of plans moving forward.
- Another topic discussed was the CARES act regarding funds that could be dispersed to Mary Washington. \$14 billion will go to higher education. Mary Washington will receive \$2.9 million from the act and has received \$1.45 of this which is to be directed to the students and alleviating the costs that COVID-19 has imposed on them. The administration has been working through how best to distribute this to the students. It can not be used for student refunds. We have a year to spend the \$1.45 million. The other \$1.45 million, we have not heard how we can use that.

- We are down in terms of deposits, last year at this point we had 670 and now we are at 586. Students may be deferring their decision. We are up in terms of transfer students but down in terms of traditional four-year students at Mary Washington.
- Governor Northam has put a pause on all spending decisions until June, we will not get an increase but it is unclear if we will have any cuts.

2. Provost Mikhalevsky

- Early indications are that online teaching has gone better than anticipated
- Summer school will be remote
- All probationary faculty have had their tenure clocks
- The teaching evaluations have been revised for this semester and are unique to this semester
- There are not plans to change APRs or FAARs from the Provost. However, if changes are requested from Department Chairs or Associate Deans then the Provost will consider this.
- Our ability to support faculty research and conference travel will be limited
- Commencement is being planned for the fall
- Question: regarding hiring students in the summer, is there any expectation how long it will take to get permission to hire students this summer. Response: part of this process comes from the Governor's office but it's not clear when the hiring may happen

3. College Deans

1. Dean Pete Kelly, CoE
2. Dean Keith Mellinger, CAS
3. Dean Lynne Richardson, CoB

4. SGA Representative's Report (Aneesa Noor)
5. SAC Representative Report (Christy Pack)
6. UFC Chair's Report (Anand Rao)
7. UFC Vice Chair's Report (Andrew Dolby)

- No reports from Deans or representatives

8. Faculty Senate of Virginia (Marcel Rotter)

- Faculty Senate of Virginia was cancelled

9. University Committees – minutes, reports, and action items [approved]

1.
 1. University Academic Affairs Committee
 1. *no report*
 2. University Budget Advisory Committee
 1. March 30, 2020 Meeting Minutes
 3. University Curriculum Committee
 1. *no report*
 4. University Faculty Affairs Committee
 1. *no report*
 5. University Faculty Organization Committee
 1. *no report*
 6. University General Education Committee
 1. *no report*
 7. University Sabbaticals, Fellowships & Faculty Awards Committee
 1. March 10, 2020 Meeting Minutes
 8. University Student Affairs & Campus Life Advisory Committee

1. [March 19, 2020 DRAFT Meeting Minutes](#)
9. [Bachelor of Liberal Studies \(BLS\) Committee](#)
 1. *no report*
10. [Distance and Blended Learning Committee](#)
 1. [April 2020 Online Meeting Minutes](#)
 2. Action item regarding Fall 2020 Approved Courses expected
11. [First Year Seminar Committee](#)
 1. [April 6, 2020 Meeting Minutes](#)
12. [Honors Program Committee](#)
 1. [March 26, 2020 Action Items](#)
13. [James Farmer Multicultural Center Advisory Committee](#)
 1. [April 6, 2020 Meeting Minutes](#)
14. [Journalism Advisory Committee](#)
 1. *no report*
15. [Speaking Intensive Committee](#)
 1. [SI Committee Action Items – April 10, 2020](#)
 - [SI Online Course Proposal Form](#)
16. [Teaching Center Advisory Committee](#)
 1. [February 24, 2020 Meeting Minutes](#)
17. [Writing Intensive Committee](#)
 1. *no report*

- All committee reports unanimously with no abstentions

IV. Unfinished Business

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. We anticipate that this motion will remain tabled.
 - Recommendation that this be tabled until our next meeting, no objections to this. Item was tabled.
2. [Motion: Changes to Section 6 “Faculty Evaluation Procedures” of the Faculty Handbook](#) – motion from UFAC after consideration of faculty evaluation procedures, updated to reflect feedback from university counsel and the Provost’s Office. Included here are:
 1. [Section 6 – Track Changes Document](#)
 2. [Section 6 – Revised Copy](#)
 3. *Please provide your feedback for on this Google doc*

- **All voted in favor of the changes as submitted to the UFC, no abstentions.**
- Based on what the language is now, it would have to be approved by the Board of Visitors and the AG’s office. Their (BOV) normal meeting was cancelled. They have a June meeting and a retreat in July where the items could be taken up. It is possible that this could be approved in July. Section six would require BOV approval. It may be out of our hands to approve this.
- A question regarding section 6.2.2., this section states that “raise or lower the department’s rating”. The Dean can look at all departments and determine if they are within the norm of the department. Can this be reworded? It currently seems that the whole department is getting a rating. An amendment was proposed to change to “the department’s rating of tis faculty members”. This was submitted by Laura Mentore

- **Voted on this amendment, all in favor with no abstentions**
 - Section 6.2.1.2, the department chair has discretion when it comes to satisfactory or unsatisfactory in terms of teaching and research but not with teaching
3. 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.
1. [Digital Intensive Proposal](#)
 2. [Community Engagement Proposal](#)
 3. [Please provide your feedback on this Google doc](#)
- The possibility was floated for an ad-hoc to review the general education proposals next year, it would give the general education committee more time to integrate the multiple committees.
 - A substitute motion was advanced:
 - Motion: the UFC will create an ad hoc Digital Intensive Committee for the 2020-2021 academic year to review Digital Intensive course proposals. The ad hoc committee will be staffed by current members of the DI Working Group, with any necessary replacements appointed by the UFOC. The ad hoc committee will submit course proposal recommendations to the University Faculty Council.
 - **All voted in favor with no abstentions**
 - Motion: The UFC charges the General Education committee with review and approval of Community Engagement course proposals. Proposals will be submitted to the Gen Ed Committee. The Gen Ed committee can confer with the Community Engagement Committee regarding any received proposals. The Gen Ed Committee will submit recommendations to the UFC.
 - **All voted in favor with no abstentions**

V. New Business

Included with most items below is a link to a Google doc that is intended for faculty to use to provide feedback on this motion/issue. UFC will also post updates on these documents, and appreciates your feedback in advance of our meeting.

1.
 1. Action Item: [Honors Program](#) (course designation); [Speaking Intensive Committee](#) (change to Learning Outcome, new Online Course Proposal Form)
 - **All voted in favor with no abstentions.**
 2. [Motion: Approval of Summer 2020 Remote Teaching Course Proposals.](#) (updated at 10pm, April 10, 2020) Members of the Distance & Blended Learning Committee have had the chance to provide feedback on the proposals to the UFC. The UFC will act on the proposals. [Please provide your feedback on this Google doc](#)
 - **All voted in favor with no abstentions.**

3. [Motion: AMEND – End of the Year Faculty Meeting to be Held Electronically](#) – to amend the motion approved at the March 25, 2020, UFC meeting to provide an electronic procedure to use in place of the General Faculty Meeting scheduled for April 22, 2020. Submitted by Anand Rao. The motion was to open the meeting for voting in graduates before the meeting so as to reach a quorum before the meeting ends. *Please provide your feedback on this Google doc*
 - **All voted in favor with no abstentions.**
4. Update on Appendix F from the CAS Faculty Council.
 1. [Appendix F with reflected changes](#) –
5. [Motion: Addition of a UFC meeting to be held on Wednesday, May 13, 2020](#). Submitted by Anand Rao. As the BOV will not meet until May 8th, an additional UFC meeting should be planned to consider any matters of business coming from the BOV meeting, as well as to consider any business related to Summer or Fall 2020 planning. *Please provide your feedback on this Google doc*
 - **All voted in favor with no abstentions.**
6. Election of officers for 2020-2021. Given that some UFC positions are not yet filled, we will discuss the option of scheduling the election of officers in May, 2020.

VI. Announcements

VII. Adjournment – **Meeting adjourned at 5:38pm**