

## **UFC Chair's Report, Andrew Dolby**

### **UFC Meeting - August 19, 2020**

Since the June 12, 2020 special meeting, I have been regularly attending weekly Academic Affairs Council meetings, along with Anand Rao (Past Chair) and Ken Machande (Vice Chair). Topics of discussion have included (but not limited to) COVID-related preparations for fall, fall course scheduling, Pre-week events, 2021 January term, and upcoming mandatory training for faculty and staff. I also listened in on the July Board of Visitors' meeting.

The UFC Executive Committee also approved two action items: 1) ***A change of credit value for IDIS 300 from 3 credits to 1-3 credits, effective Fall 2020.*** The purpose of this emergency change was to allow a timely 1-credit, 8-week interdisciplinary course on the topic of race/racism/anti-racism to be offered during the fall 2020 semester under the IDIS 300 course number. 2) ***Updates to Cambridge Exam scores eligible for UMW transfer credit.*** According to an independent analysis considered by SCHEV, Cambridge Exam A-level scores of D and E are equivalent to a C+ or C transfer grade. SCHEV is encouraging Virginia public institutions to update their transfer credit guides accordingly. In March, Department Chairs and Associate Deans received a message about this change and were presented with an option to submit a written justification if they believe that their particular disciplines should be exempt from these new transfer standards. None pursued this option. The UFC EC determined that updating the publicly available transfer credit guide before the start of the fall semester was appropriate and in the best interest of the institution. The [Cambridge Exam transfer credit guide](#) has now been updated by the Registrar's Office.

The UFC EC also consented to a simple update by John Morello of Section 6.7 of the *Faculty Handbook*, which describes procedure for salary adjustments. The new language accurately describes current protocol regarding approval and implementation of salary adjustments. The old language has been out of date since 2011.

### **OLD LANGUAGE**

6.7 FACULTY SALARIES Annual salary adjustments for continuing faculty do not occur at the beginning of the contract year. Because of the timing of salary adjustment appropriations by the Virginia General Assembly, salaries for continuing faculty are approved each November by the Board of Visitors and the new salary is in effect over the period December 1 through the following November 30, unless some singular event (e.g., resignation, promotion) intervenes. Salary letters are distributed to continuing full-time instructional faculty annually in late November or early December. These letters are for information only and need not be signed or returned to the Human Resources Office.

### **NEW LANGUAGE**

6.7 FACULTY SALARIES The timing of salary adjustments for full-time faculty varies based upon when funding is available. Action by the Virginia General Assembly is often required to provide authorization and funding for adjustments. All salary adjustments for fulltime faculty are approved by the Board of Visitors before taking effect. Salary changes that take effect at the start of a contract year are conveyed in the reappointment letter, usually distributed in April or May. Salary changes occurring after the start

of a contract year are conveyed by Salary Notification Letters, distributed after the Board of Visitors has approved salary changes. These letters are signed and returned to the Human Resources Office.

Finally, committees that report directly to the UFC are reminded to update their web pages to reflect current membership and officers at their earliest convenience, but by no later than September 1.