UMW University Faculty Organization Committee Minutes

November 12, 2020, 11:00 AM

via Zoom (link on Canvas)

In attendance: Brad Lamphere (chair), Melissa Wells (secretary), Smita Jain Oxford, Don Lee, Christy Irish

Absent: Kelly Yoon

1. Call to Order: 11:00 AM
2. Approval of minutes from 9/10 meeting occurred via email.
3. Unfinished Business
	1. “New Voting List” spreadsheet
		1. COB and COE were completed during the September meeting. DL went through social science in CAS and will update the list in the official Google sheets. MW sent a list of new faculty via email following the previous meeting. BL will continue to finalize his pieces of the CAS list.
		2. Historical record of service
			1. CI & MW will work on using Microsoft Teams to create a record of cumulative faculty service, starting with the 2018-2019 service record. BL will keep investigating ways to automize this process for the future.
	2. “2020-2021 Committees & Officers” spreadsheet
		1. Updated at last meeting. Edits at this meeting involved student representatives.
			1. BLS nominee: Larry Ralph
			2. Student affairs & campus life advisory committee: Alexander Lee (it was reported that typically only 1 student was needed to fulfill these duties)
			3. JFMC: Makayla Fennell & Andy Chen
			4. CI updated these students’ names in the committee list.
		2. CIM database
			1. Each year, final rosters should go to Kevin Caffrey so that the chairs of appropriate committees are involved in the approval process.
4. New Business
	1. Temporary replacements
		1. Jennifer Magee, Faculty Affairs, at large appointment: needs temp replacement for Spring 2021, effective Jan. 25, 2021. This election should run ASAP. DL will organize and teach MW how to do this. MW will send DL the original email from Jen for documentation purposes.
	2. Committee terms
		1. Are terms August-May? What happens when some committees need to do work over the summer—is it the new people, the old people, a mix, or only continuing appointments? (Example: DBL in Summer 2020). BL will bring this to UFC for discussion.
	3. Schedule for spring elections/appointments
		1. Last year, UFOC met in January to establish spring timeline. CI made a Google Sheet that shows which positions will be available, noting which ones are appointed and which ones are UFOC-run elections.
		2. Elections will run in March 2021. A call will be sent for nominations mid-semester (usually after spring break; this year, it will be the first or second week of March). Nominations will stay open for a week, and then election and appointment will occur. CAS then has their own election system after the university. Each of the UFOC reps informs their respective colleges about what appointments need to be filled.
5. Announcements: n/a
6. Adjournment: 11:38 AM

Next meeting: February 2021. BL will send out a Doodle poll for the 2nd or 3rd week in February.