UMW University Faculty Organization Committee Minutes

April 6, 2021

via Zoom (link on Canvas)

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

1. Call to Order: 4:08 PM
2. Approval of minutes from 2/9 meeting occurred via email.
3. Unfinished Business
	1. Elections
		1. Announced results last week via email.
		2. Several spots still vacant due to lack of nominees
			1. Advertise this week
			2. Journalism (appointed), UFC—at large (elected), UFC—CAS Social Science (elected), UFC—CAS Arts & Humanities (elected), Faculty Appeals & Grievances (1 COB & 2 CAS backups), Sabbaticals, Fellowships, & Faculty Awards (1 CAS--Health, PE, & STEM), UFOC (CAS)
			3. CAS elected committees will be run next week as well.
	2. Appointments
		1. [2021-2022 Roster](https://docs.google.com/document/d/1BmJLSLhZZe2DqFx-OjwsU_5ZyRtkbZBHnkaJIGdO3G0/edit?usp=sharing)
			1. List of candidates was from deadline (3/16). Late nominees were not considered.
			2. All appointments were made by confirming eligibility prior to assigning, considering balance of committee compositions by rank and college/department (when applicable), and candidates’ service records.
	3. Adding committee memberships to faculty list
		1. Asper (chair of Chem and Physics) requested this list when available.
		2. This committee list will be built off of the email list.
			1. Having first/last names in the voting list would be extremely helpful. Please fill out those names you know before our next meeting.
4. New Business
	1. Committee organization
		1. All committees need to meet by the last day of class to determine new officers for next year. Members who will be active in the fall can vote. MW will send handbook language to BL to include in announcement email.
		2. Handbook 2.4.1 (p. 17) states: “Each committee shall convene an organizational meeting, prior to the last class day of the current academic year, at which a quorum of the newly constituted committee is present. The purpose of the organizational meeting is to elect officers for the following year; only those individuals who will serve on the committee the following year may vote for officers. Each committee elects a chair and a secretary, and other officers as needed to carry out its duties and notifies the Chair of the University Faculty Council and the Chair of the University Faculty Organization Committee by May 1 of the new officers. The chair must be a voting member of the committee. The secretary may be a voting member or an ex officio member. Ideally, chairs shall have served at least one year on the committee prior to election as chair. No member may serve as chair for more than two years during any single term of service.”
	2. JFMC Advisory aiming to add staff member (UBAC too)
		1. UFOC role in that process: Student government fills their own, so USC could do the same. Appointing/running elections for staff is beyond the scope of UFOC.
		2. Motion: JFMCAC and University Budget Advisory Committee should add to the handbook that UCS Staff Council will be responsible for appointing staff members on each committee, using the process they establish.
	3. UFOC workshop for new faculty, Spring 2022
		1. Proposed by Suzanne Sumner to explain committee structures, roles.
		2. Discussion: Can/do colleges do this already? UFOC could discuss appointment/election process, but does not know personally all of the differences in all of the committees (more so than the handbook language, which is already accessible to all UMW employees). The Center for Teaching is offering a session for first-year faculty each spring which seems to meet this need.
		3. BL will let Suzanne know about the existing programming.
	4. Goal for next meeting:
		1. Vote on officers for next year
		2. Delegate remainders of list
5. Announcements: n/a
6. Adjournment: 6:00 PM

Next meeting: Tuesday, April 27 at 4 PM