

**UFC Meeting**  
**Monday, September 22, 2021**  
**Online (via Zoom)**

**UFC Members Present:** Gregg Stull (CAS, Arts & Humanities), Kate Haffey (CAS, Arts & Humanities), Miriam Liss (CAS, Social Sciences), David Rettinger (CAS, Social Sciences), Suzanne Sumner (CAS, Health, PE, & STEM), Larry Lehman (CAS, Health, PE, & STEM), Ian Finlayson (CAS, Health, PE, & STEM, UFC Secretary), Alex Dunn (COB), John Marsh (COB), Rachel Graefe-Anderson (COB, UFC Vice-Chair), Janine Davis (COE), Teresa Coffman (COE), Melissa Wells (COE), Andrew Dolby (CAS, At-Large, UFC Past-Chair), Chris Ryder (CAS, At-Large), Kristin Marsh (CAS, At-Large, UFC Chair).

**Guests:** There were approximately 50 people logged into the meeting including Troy Paino (UMW President), Tim O'Donnell (UMW Provost), Keith Mellinger (Dean CAS), Ken Machande (Dean COB), Pete Kelly (Dean COE).

A recording of this meeting can be viewed at <https://ufc.umw.edu/recordings/> (UMW login-required).

1. The meeting was called to order at 4:03 PM.
2. The [minutes from the last UFC meeting on August 16, 2021](#) were approved with 16 yes votes and 2 abstentions.
  - a. Clarification on point 3.a: university committees should be able to update their memberships on the UFC website themselves, rather than the UFC chair needing to do it in all cases.
3. Reports:
  - a. President Troy Paino
    - i. We are moving forward with the website redesign. The challenge is having enough expertise on staff here at UMW. Right now Jeff McClurken is overseeing this process with IT and university relations to hire people to complete the project. Goal is to get it done in 9 months for the next recruitment cycle.
    - ii. The spirit rock was painted referencing Troy's name and predators. Troy doesn't know specifically what that is about, but is meeting with Tim, Juliette and students to understand what student concerns are. We also had to remove more hate stickers posted on campus recently.

- iii. We are working on staffing the campus safety committee, and going over the reports on policing produced last year. The committee will include faculty, staff, and students.
  - iv. We are disappointed that the steam pipe project is not further along. It was supposed to be nearly done already, but staffing issues have delayed it. It will be completed in the summer.
  - v. We are working on our legislative priorities to give to the state. The new theater and renovating the art buildings remain a top capital priority. We also are requesting money to improve accessibility of our buildings. The library and a more extensive renovation of Farmer hall are also on the list. Also, more resources for diversity and inclusion efforts.
  - vi. Troy expresses his thanks to us and passes along how excited the students he's spoken to are to be back in person.
  - vii. We are focusing on recruitment and retention this year. Most of our revenue comes from tuition, so we are strategically focusing on these areas to ensure our future solvency.
  - viii. Kristen asked about the spirit rock message and if it has to do with title 9 investigations, and a possible lack of follow-up reporting. Troy says that our title 9 office has recently received reports of sexual assault which were anonymous and impossible to follow up on. Troy hopes to learn more when he meets with students this evening.
- b. Provost Tim O'Donnell
- i. Tim encourages us to look at the academic affairs report prepared for the BOV meeting. It includes news and what's happening in the division. The report can be viewed here: [Board of Visitors Academic Affairs Report](#).
  - ii. At the opening faculty meeting, it was reported that previously given sabbaticals will be given across this year and next year. We will also be putting out the call for new Jepson fellowships for next year. The due date will be in mid-October.
  - iii. Our goals for this year have been to:
    - 1. Return to campus successfully: The major wrinkle now is the attendance and seating chart issue which we will talk about later. Students are happy to be back, and it is mostly going well.

2. Focus on recruitment and retention: Tim is meeting with admissions, marketing, and other departments to focus on these areas. We are working on a more holistic approach to these areas working more across departments.
  3. Investing in diversity and inclusion: We are searching for the Chief diversity officer and also a title 9 coordinator to report to that person. Our strategic plan including these priorities was agreed to by the state. We are continuing with the search advocates pilot program. We are starting small this year, but wish to continue building it. The search committee for the CDO met to discuss the candidates and we are working with our search consultant on referencing. An announcement will be coming soon.
  4. Complete the SACS re-accreditation process: Tim asks us to complete any assessment for our departments as Debra will appreciate that.
- c. COE Dean Peter Kelly submitted a written report: [COE Dean's Report](#)
  - d. CAS Dean Keith Mellinger
    - i. Encouraged us to read the CAS portion of the divisional report to the BOV. Beginning on page 2 of the [Divisional Information Report](#).
    - ii. Our seven searches across the college are moving in a positive direction.
    - iii. Yield is our biggest challenge and Keith believes faculty make the biggest difference so he encourages us to get involved here.
    - iv. Kristen asked about the searches, specifically those listed in the second tier. Keith talked about adding lines to teach critical race theory, asian studies and communications. Keith says there is budgetary pressure, but we still would like to invest in these areas.
  - e. COB Dean Ken Machande
    - i. Encourages us to read the COB section of the divisional report submitted to the BOV. That begins on page 3 of the same document: [Divisional Information Report](#).
4. Invited report from the co-chairs of the public health advisory working group, Jeff McClurken and Dave Fleming.
    - a. This is not where we thought we'd be or wanted to be, but the Delta variant had other ideas.

- b. We are doing pretty well, but our surrounding community is not. We are only having a few cases at a time. We had a small jump when students first came back, but it's settled down. We don't have super spreader events.
- c. The surrounding areas still are in regions of high transmissions, along with the rest of the state. Local hospitals still have high numbers of COVID patients.
- d. We are working on events with outside people, where we don't know their vaccination status. Theater is helping to lead the way on this.
- e. Looking ahead, the models (which may of course be wrong) point to reaching mid-October before cases begin going down. Then a possible bump again and a plateau through winter.
- f. Jeff addresses the questions CAS Faculty Council sent him after their meeting. The questions are available at [COVID Concerns Raised by CAS FC](#).
  - i. How often can we offer testing to faculty and staff? Jeff is not sure, but as often as possible. It depends on how much other demand there is. If available, they will be offered on Friday mornings. There are supply chain issues with tests, so the situation is hard to predict. Is testing through Mary Washington Health Care only for those who know they have been exposed? Yes, we do not want to overwhelm the system with too many tests.
  - ii. Faculty often learn that a student tests positive from the student as opposed to from the COVID team. Is that when a student hasn't reported themselves? What should we do in such a case? Dave walks us through the contact tracing process:
    1. Report of a positive case, either self-reported or from another community member.
    2. An investigation begins over the phone confirming the positive test, when their infectious period was, and their activities during that time.
    3. For the classes they were in while infectious, the other people in the room are traced. The seating chart or attendance will hopefully help in determining contacts more accurately. Contact tracers will look at these if present to determine close contacts. If no chart is present, the whole class is assumed to be a close contact.
    4. Our contacting priority is the person who tested positive, then named close contacts who aren't vaccinated, then vaccinated

contacts and faculty. So the timing of notification depends on how many contacts there are and how many are working on sending the notifications. It might be a few hours after a student is notified.

5. If we hear a student is positive, we can send the COVID team that info, though it is likely they already know.
- iii. What is the basis for the “undue panic” mentioned in Provost O’Donnell’s email? Jeff talked about students being afraid of being infected when it’s unlikely they were really exposed. Jeff offers that we should not announce positive cases in our own classes for this reason. If we treat everyone as close contacts, it alarms people and becomes untenable for the COVID team to test everyone.
  - iv. What steps are being taken to improve ventilation in outdated buildings? The facilities department has done what they can, but there are not a lot of options aside from replacing entire systems. Facilities doesn’t want us to open windows, since it impairs the efficiency of our HVAC systems.
  - v. Are there plans to provide more effective masks for faculty and staff to combat the Delta variant? We have a small supply of KN95 masks, but we don’t have enough for everyone. People have found masks that work for them. Jeff said we can reach out to the COVID team if we would like a mask.
  - vi. What actions are taken when someone reports a mask violation? Student conduct explains to them that they are violating the policy. It’s intended to educate the student. In more extreme cases, it can go to a disciplinary hearing through student conduct.
  - vii. On seating charts and attendance, Jeff hopes that he has made the case for why we are moving to this, but the first few weeks the testing and quarantine team was completely overwhelmed. We aren’t seeing COVID spread through class contact, but rather outside of the classroom. Jeff admits this is a big ask for faculty.
    1. What standard is used for close contact in a seating chart? We are looking at the 8 individuals around an individual and contact-tracing them. It’s assumed those further away would be at least 6 feet away. If faculty think this is not the case for their room, they can include information along with the

seating chart. Faculty can also provide info on where the instructor stands, if they move around, etc.

2. For classes that are team taught, that information can be uploaded along with the seating chart. If you get a notification of a case in class, respond back about others present in class that day (such as peer mentors).
  3. Will instructors always be notified of a positive case in their classes, or does it depend on the seating chart? Jeff answers that yes, if the student is in your class during their infectious period we will know about it.
  4. If classes have a lecture and lab component, or use multiple rooms for some other reason, instructors can upload multiple seating charts.
- g. Suzanne asked if it's possible to get fans and HEPA filters for classrooms? Jeff responded that facilities has concerns about the electrical capacity of some rooms. Also, HEPA filters "pull" what they filter past people as they operate, and they aren't considered a viable solution by facilities.
  - h. Kristen relayed comments from another faculty member that 5 weeks of data does not seem sufficient to make such important decisions based on. Also, if it's not spreading through classes, the use of seating charts should not be needed at all. Jeff replied that we are not moving away from classroom tracing (and are the only school in the state doing it), but scaling it back based on our initial data. Other schools simply ask students who they sat next to, which is not a good solution. The seating chart is an attempt to strike a sensible balance.
  - i. Suzanne asked a question sent to her by another faculty member wondering whether the contact "daisy-chains". I.e. if A sits near B, who sits near C, does A testing positive imply C should be tested? Jeff answers that no, the incubation period means people aren't immediately contagious after being exposed.
  - j. Jennifer Barry (CPRD) asked if the university needs to allocate more resources to the COVID team given the way they have been overwhelmed. Jeff replies that we have hired two full-time workers, but they have not been trained yet. The process of familiarizing people with the rules and processes is lengthy.

- k. Andrew points out that, while we haven't had classroom transmission at UMW, it has happened elsewhere. Jeff responds that we should provide as much info as we can, by filling out attendance and seating charts.
  - l. Kristen shared a comment from a faculty member saying they appreciate the need to balance, but are frustrated at the notion of "relative risk" since the level of acceptable risk for one person might be different for another. This is especially true when faculty have unvaccinated children or other at-risk family members. Jeff replies that he understands they are making decisions for others which is difficult, but doesn't know what else they can do. He repeats that we are the only school in the state tracing classes at all.
  - m. Miriam asked about office hours. If a student comes to office hours, are they being considered a contact? Dave says that students are asked about their activity to try and get this info. He said they can begin asking specifically about office hour visits. Also, if a student does test positive, they will need to quarantine, so faculty will know that way.
  - n. Kim suggests that this might be worthy of a full faculty meeting. There is a lot of "angst" among faculty and a town-hall type of meeting may give people a chance to voice their concerns.
  - o. Miriam asked what faculty members should do if a student tells them they are positive. Jeff said that faculty should email him and Dave to make sure the COVID team is aware of the case.
5. If faculty have technical questions on the seating chart or attendance functionality in Canvas, they should contact Jerry Slezak of the DLS department at [dls@umw.edu](mailto:dls@umw.edu).
  6. The SGA representative, Brianna Reeves, has no report.
  7. The USC Representative's Report, Justin Wilkes, submitted a report to the BOV meeting, and will forward it to the UFC.
  8. The minutes and action items for the reporting committees are approved with 16 yes votes and 2 abstentions. Links to the committee minutes and action items can be found on the agenda: [UFC Draft Agenda Sept 22](#).
  9. Kim Gower has another motion from the Academic Affairs committee which was left off of the agenda. The committee wants to give faculty a survey related to J-term and summer terms, and to ask if faculty should be required to come to graduation. The committee wants to work with Debra to craft the survey and send it out to faculty. UFC does not need to approve this, but there were no concerns about sending it out.
  10. UFOC also has an action item that was also left off. The UFOC handbook language has a contradiction and wants to fix it. The UFC approves this motion with 14 yes

votes and 4 abstentions. The action item is posted here: [UFOC Action Item for September 2021](#).

11. We are unsure how best to handle the CIM system and the approval process. There seemed to be many more CIM proposals than present in committee minutes. Kristen suggests that we can look into them and handle them with an electronic vote, or at a later meeting.
12. The UCC action items put forward in their written report were approved with 15 yes votes and 3 abstentions.
13. The Digital Intensive committee action items were approved with 15 yes votes and 3 abstentions.
14. The Writing Intensive committee action items were approved with 14 yes votes and 4 abstentions.
15. Other business on the agenda will be deferred until the next UFC meeting.

The meeting adjourned at 5:58 PM.

Respectfully submitted by Ian Finlayson.