

UFC Meeting
Wednesday, October 20, 2021
Online (via Zoom)

UFC Members Present: Gregg Stull (CAS, Arts & Humanities), Kate Haffey (CAS, Arts & Humanities), Marcel Rotter (CAS, Arts & Humanities), Miriam Liss (CAS, Social Sciences), Margaret Ray (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 45 people logged into the meeting including Troy Paino (UMW President), Tim O'Donnell (UMW Provost), Ken Machande (Dean COB), and 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 4:02 PM.
2. The [minutes from the last UFC meeting on September 22, 2021](#) were approved with 18 yes votes and 0 abstentions.
3. Reports:
 - a. President Troy Paino
 - i. This month is disability awareness month, and Troy will be leaving the meeting after his portion of the meeting to see a speaker on the topic. He has no report, but welcomed questions.
 - ii. Miriam asked about the dining hall and the disposable utensils being used. Since the start of the semester they've been in use and a sign was posted saying that the dishwasher wasn't working. Troy said that it's actually a staffing issue with Sodexo. They are making efforts to fill those positions. Also, Troy believes the utensils are biodegradable.
 - iii. Kristin thanked Troy for the email regarding the usage of terms referring to racial groups. Troy repeated that we try to use inclusive language.

- iv. Andrew asked for an update from the state legislature. Troy responded that some staffers will be here from Richmond to tour some of our buildings in need of repairs. The uncertainty of the coming gubernatorial election makes it difficult, since a change in leadership would likely mean the current budget would be scrapped. We are beginning the process but don't have any news right now.
 - v. Troy thanks the faculty for our work helping to recruit students and in the classroom.
- b. Provost Tim O'Donnell
- i. The chief diversity officer has been hired and will join us in December. We're excited for her to come, but we should not view her arrival as a solution to all the problems we are facing in this domain.
 - ii. We are in the process of searching for the Title 9 director as well.
 - iii. We have two faculty members who have gone through the search advocate training. They will be attached to two searches now and we will be building out our program in the Spring semester.
 - iv. Tim emphasizes the need to use inclusive language in our classrooms, including those used in readings. He urges us to listen to our students. These are difficult conversations but we have to be willing to have them. We should also contextualize the language used in its proper context so that the first time students encounter non-inclusive language, they are prepared.
 - v. Applications are down relative to this time last year. This is not totally unexpected, and some of our peers are encountering this as well. There is some good news though, as we are up (15-20%) in terms of students who have expressed interest online. They just haven't completed the applications yet.
 - vi. We are starting to roll out the viewbook and some other advertising like radio, bus wraps, and mailers. It will take time to recover from our multi-year dip, so we are looking long-term. We are building an admissions faculty fellow program.
 - vii. There were 32 J-term courses in 2020. Two were internships, and one was an independent study. So there were 29 real courses. 354 students were enrolled in those courses. The net revenue was \$395,566. The net profit (after paying faculty) was \$243,961.

- viii. There was a concern that the J-term could have impacted summer enrollment. There is only one data point, but it does not seem like that was the case. There were more part-time students however, so one could infer that the J-term resulted in students taking their time a bit more, and not taking a full load.
- ix. Germanna has a “college everywhere” program, with multiple 5-week courses. Increasingly our students will be taking part in programs like this, and Tim posits that our 15-week semester is not going to be as attractive to some students.
- x. Andrew asked about the term “feeder school”. Tim says that those are the schools that traditionally yield a large number of students enrolling here. It is mostly based on our regional reputation and relationships with counsellors. Most are in northern Virginia, with some in Richmond.
- xi. Miriam asked about numbers at admissions events, as she had heard they have been well attended. Tim confirms her thought that attendance at these events is up vs. last year. Miriam also asked about the deadline for applying. Tim confirmed it is not yet passed and students might just be waiting more than in the past.
- xii. Miriam also asked about part-time vs. full-time students in terms of revenue, since part-time students pay less. Tim agreed that this could be a hidden cost of the J-term.
- xiii. Kristin asked about the potential equity issues. The J-term would give more options only to students who can afford to pay for extra courses. Tim said we should discuss this with the financial aid office.
- xiv. Kristin asked if there is the chance of another “experimental” J-Term. Tim said that we need to report schedule changes to SACS and SCHEV who must approve them. There is less chance of us being able to make major schedule changes without inviting scrutiny now compared to last year.
- xv. Andrew asked about retention this year so far. Rita answers that the pattern of past years is holding, and there is no significant change.
- xvi. Kristin asked about the use of inclusive language. She wants to have conversations between faculty and students, but is concerned about having faculty be afraid to teach critical matters that are potentially racial in nature.

- xvii. Kristin asked about how we can help the faculty admissions fellows. Tim mentioned being aware of programs and things happening on campus as a way we can all support admissions.
- c. Dean Pete Kelly, CoE, has no report.
- d. Dean Keith Mellinger, CAS, wasn't able to attend today. He provided some notes that went into the Provost's report, especially related to the admissions fellows positions.
- e. Dean Ken Machande, CoB, has no report.
- f. SGA Representative's Report (Brianna Reeves)
 - i. Since the start of the semester, black students have spoken about the word "blacks" as a plural noun or the word "negroes" in text or film. She notes that concerns about limiting faculty are understood and conversations are welcomed, but argues we need to do this in a way that isn't unduly uncomfortable for black students.
 - ii. She reports that some black students feel like their concerns in this matter haven't been listened to by the faculty. She argues that black students should not feel the need to communicate these matters to faculty at all, but rather the default situation will be to not use non-inclusive language without it being carefully framed. For instance, faculty can say that, while certain words are used in readings, they cannot be used by students in the class and should not be used to refer to people.
- g. USC Representative's Report (Justin Wilkes)
 - i. We are currently in the middle of our food drive. Justin encourages us to help with that. He will send Kristin the information on how, which she will distribute.
 - ii. He offered his help and support in the conversations surrounding inclusive language.
- h. UFC Chair's Report (Kristin Marsh)
 - i. The UFC executive committee has been in regular conversation with the Provost. These meetings will continue, and Kristin welcomes questions for Tim from the faculty.
 - ii. The executive committee will also be meeting with the BOV next week. Faculty who have questions or concerns for the BOV should send them to Kristin.

- iii. Kristin thanks the registrar's office for flexibility as at the September meeting we neglected to formally approve committee action items. We will attend to that later in this meeting.
 - i. UFC Vice Chair's Report (Rachel Graefe-Anderson)
 - i. Rachel also welcomes questions or concerns for the BOV.
 - j. Faculty Senate of Virginia Report (Marcel Rotter)
 - i. There will be a meeting of the Faculty Senate of Virginia this Saturday. They will discuss matters affecting all state schools.
 - ii. Andrew asked about the enrollment issues we, and others, are facing. Has the FSV weighed in on enrollment management at the state level and the effects on smaller schools like us? Marcel responded that this has been brought up before, but should be discussed again.
- 4. Approval of University committee minutes and action items
 - a. All committee minutes were approved with 18 yes votes and 0 abstentions:
 - i. [University Budget Advisory Committee Minutes 9/20/21](#)
 - ii. [University Budget Advisory Committee Minutes 9/27/21](#)
 - iii. [University Faculty Affairs Committee Meeting Minutes 10/13/21](#)
 - iv. [University Faculty Organization Committee Minutes 10/4/21](#)
 - v. [University General Education Committee Minutes 9/15/21](#)
 - vi. [Journalism Advisory Committee Minutes 8/18/21](#)
 - b. There were a number of curriculum changes from the September meeting that were not explicitly approved at that meeting. All these are now approved, with 18 yes votes and 0 abstentions:
 - i. [General Education Committee Course Approvals 9/14/21](#)
 - ii. [Speaking Intensive Committee Course Approvals 9/14/21](#)
 - iii. [University Faculty Organization Committee, correction to Faculty Handbook 9/10/21](#)
 - iv. [Honors Program Committee Course Approvals 9/21/21](#)
 - v. [Distance & Blended Learning Committee Action Items 9/13/21](#)
 - c. The University Curriculum Committee Report from the 10/15/2021 meeting, and the Distance & Blended Learning Committee action items from their October meeting are approved with 17 yes votes and 1 abstentions:
 - i. [University Curriculum Committee Report 10/15/21](#)
 - ii. [Distance & Blended Learning Committee Report October](#)
 - d. The University Faculty Organization Committee submitted an action item to change the number of faculty marshalls. Since there are no longer separate graduate and undergraduate commencement ceremonies. They propose

one grand marshall and 4 marshalls, for 5 total. They also clarify the language describing what the marshals do. [This UFOC action item](#) is approved with 15 yes votes and 3 abstentions.

5. Unfinished Business

- a. The discussion of whether our off-contract summers are being impeded on is tabled for the time being.
- b. Because the UFC chair receives a course release, should the UFC elections take place earlier for planning purposes? Marcel points out that because it's a three-year commitment (with the volunteer first serving as vice-chair, then as chair, then as past chair) it may be better to do it when new members join, which is later. This is the way it's been done, but this is not stated in the faculty handbook. We decided not to move up the UFC officer elections.

6. New Business

- a. Discussion of faculty equity study
 - i. The UFAC has a draft of their suggestions for the equity study. These include a recommendation to hire an external party to perform a comprehensive study of our faculty salaries.
 - ii. Tim thanks the committee for their work and says that it is a question of scope and paying for the study. Kristin also thanks the committee and expresses her support.
 - iii. The study should be across all three colleges. The study should be done for faculty specifically, but UFAC supports staff having a similar conversation.
 - iv. David asks about the statistical methodology, since the suggestions mention specific methods. Should we not rely on the people we hire to decide what is best? Jenny responds that the suggestions were written looking at what similar studies had done.
 - v. There is some discussion on the best way for UFC to move forward with its support of this study. It is decided that Kristin will work on drafting a motion of support and send it to UFAC for comments before bringing it back to us for voting.
- b. Discussion of space equity issues
 - i. A number of faculty are concerned about the way spaces are allocated. UFAC has put together recommendations for the space committee to make it more transparent and equitable. These include having the space committee membership be public, and keeping minutes of their meetings.

- ii. Tim points out that Jeff has worked to make the process better than it was in the past.
- iii. Jeff says that the committee is composed of the vice presidents and is not that formal. He says he is open to working with the committee to make changes.

The meeting adjourned at 5:49 PM.

Respectfully submitted by Ian Finlayson.