Appendix B: Possible Configurations of University Standing and Faculty Advisory Committees

Based on the 2023 UFOC Reports as well as current plans for academic organization, the following models are recommendations to investigate for adaptation and/or implementation. Yellow highlights indicate positions that no longer exist and are recommended for updates in the “Round 1” revisions.

According to §2.3.2.6 (university committees), proposals for *new* University-wide *standing* committees, or *elimination* of current *standing* committees, must be developed in consultation with each college’s governing bodies. Such proposals must be approved by majority votes of the faculties of each college, through procedures to be determined in each college, before being submitted for approval as revisions to the University Faculty Handbook.

The working group recommends that UFOC check in with the committees to see if the recommended structure and other considerations are accurate and agreeable, and then present formalized recommendations to UFC in November 2024.

Standing Committees

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| **Committee**  | **Current Structure**  | **Recommended Structure & Other Considerations**  |
| University Academic Affairs Committee   | 5 faculty (1/college, 2 at-large) Ex officio: Provost, Dean of Admissions, Registrar, Associate Provost for Academic Engagement and Student Success; 2 students  | Maintain 5(1/college, 2 at-large) * Consider a request from UAAC to UFOC in 2019-2020: Account for institutional knowledge by adding a requirement for one member to be a full professor or senior lecturer.

Replace AP for AESS with the Provost (or their designee). (This was proposed in Round 1 *Handbook* revisions.)  |
| University Curriculum Committee  | 4 faculty (chairs of 3 college curriculum committees, 1 UFC rep) Ex officio: Provost, Registrar   | See Appendix C for additional recommendations and considerations regarding the curriculum approval process, which would impact committee configuration.  Add as an ex officio member the Associate Provost for Institutional Analysis and Effectiveness. (This was proposed in Round 1 *Handbook* revisions based on UCC’s request to UFOC in 2019-2020. Additionally, this will support future SACSCOC re-accreditation efforts.)  Review Charge .5: “Review, approve, or reject proposals for changes in the relationship between programs or departments (for example, dissolution, division, or mergers).” Should these be faculty-initiated proposals (instead of administrative reorganization efforts)?  |
| University Faculty Affairs Committee  | 6 faculty (1/college [tenure/TT], 3 at-large [RTA eligible]); must have 3 years’ affiliation  | **Reduce to 5** (1/college [tenure/TT], **2** at-large).  Explicit reference to RTA eligibility for at-large positions is recommended for deletion from the *Handbook*, as it is already covered in §3.3.1.  A new charge is being added to include the UFAC requirements outlined in §4. .6: Conduct formal investigations of allegations of violations of university policy by a faculty member (see §4.4); allegations of incompetence, neglect of duty, or misconduct by a faculty member (see §4.6); allegations of academic misconduct in scholarly activity or research by a faculty member (see §4.8); and termination of an appointment for medical reasons (see §4.9).  *[Numbering of references to §4 sub-sections will likely change.]*  |
| University Faculty Appeals and Grievance Committee  | 5 faculty (1/college, 2 at-large); Associate w/tenure  | No changes recommended.  |
| University Faculty Organization Committee  | 6 faculty (2/college)  | Maintain 6 faculty (2/college).  The original charge .5 tasks a review of faculty governance to UFOC, pointing to 2.9.2, but 2.9.2 says this is the responsibility of UFC (which is confirmed in 2.3.2.5). Therefore, this responsibility was deleted from UFOC’s charge.   The original charge .7 has been deleted, as UFOC no longer keeps digital archives of committee reports (committees do this themselves on their corresponding UFC webpages).  Clarify if UFOC representatives assist with college-level committee population. This is not currently stated in §2.6.5, but CAS does require this of CAS UFOC representatives in §F.8. If this is a responsibility of UFOC, it should be added to the committee’s charge.  Consider if UFOC should also be charged with populating presidential councils, administrative advisory committees, and/or boards as a means of more holistic record-keeping of faculty service.  |
| University General Education Committee  | 5 faculty (at large) Ex officio: Provost, Dean of Admissions, Associate Provost for Institutional Analysis and Effectiveness   | Option 1: Maintain 5 faculty. Option 2: Reduce to 3 faculty. Option 2: Merge with FSEM and maintain 5.  A new charge was added to address duties of this committee that were not previously captured in the *Handbook*: .7 Review applications for general education designations for transfer courses, including equivalencies for AP, IB, CLEP, and other courses of study.  Consider ex officio membership. Should the Registrar be included too? Is the Dean of Admissions needed?   |
| University Sabbaticals, Fellowships, and Faculty Awards Committee  | 5 faculty (1/college with CAS divided into 3 divisions)   Ex officio: Associate Provost for Academic Affairs  | **Increase to 6 faculty** (1 COB&I, 1 COE&HS, 4 CAS for each school)--however, this is an even number of voting members, which isn’t ideal. (If Business divides into two schools, then they would have two representatives, which would total 7 faculty.)  Replace former APAA position with the Director for the Center for Teaching (proposed in Round 1 *Handbook* edits).  |

Faculty Advisory Committees

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| **Committee**  | **Current Structure**  | **Recommended Structure & Other Considerations**  |
| Bachelor of Liberal Studies Committee  | 5 faculty (at large)  Ex officio: Director of BLS Degree Program; 1 student  | **Reduce to 3 faculty** (at large).  Consider the following request from the BLS Committee to UFOC in 2019-2020: Include (as ex officio) the Senior Assistant Director of Transfer Admissions and the Assistant Director of the Bachelor of Liberal Studies Degree Program to be members since they attend all meetings and present reports on BLS transfers and special majors.  |
| University Budget Advisory Committee  | 7 faculty (1/college, 4 at large) Non-voting: 1 AHPE, 3 USC, 1 SGA  | Consider options for streamlining: * Are 4 at-large faculty representatives needed? Would 2 or 3 be sufficient?
* Are 3 USC representatives needed? Would 2 be sufficient?

 Consider if clarifications of charge .4 are needed to accurately reflect requirements of §4.  Additionally, UBAC proposed to dissolve itself in Spring 2024, so this committee should be consulted about its charge, duties, and what structures would better support them. (Note that UBAC has an important charge for action in situations of financial exigency and therefore complete dissolution would possibly be inadvisable.)  |
| Distance and Blended Learning Committee  | 5 faculty (at large)  Chief Information Officer, VP for Student Affairs, University Librarian, Director of DLS, Director of Center for Teaching  | Consider merging with the current Digital Intensive Committee to form a new committee that maintains 5 total faculty members and merges their revised charges. Specifically reconsider the procedures for approving online courses to meet SACSCOC regulations while also streamlining this committee’s workload (see designation data table below for evidence of disproportionately high numbers of proposals compared to other advisory committees). Charges .1 and .3 seem to overlap.  Consider the following request from the DBL Committee to UFOC in 2019-2020: add as ex officio the Director of Disability Resources (or perhaps the Assistive TechnologyCoordinator or another designee) to provide input regarding online accommodations. As an advisory committee, clarify what unit this committee advises.  DBL proposed the possibility in Spring 2024 of dissolving in the future, so this committee should also be consulted about its charge, duties, and what structures would better support them.  |
| First Year Seminar Committee  | 5 faculty (at large)  Ex officio: Representative from the Office of the Provost  | Option 1: Reduce membership to 3 faculty. Option 2: Maintain 5 faculty and merge with the General Education Committee.  The Director of the First Year Experience should be added as the ex officio member in place of the representative from the Office of the Provost. (This is being proposed in the Round 1 *Handbook* revisions.)  As an advisory committee, clarify what unit this committee advises.  |
| Honors Program Committee  | 5 faculty (at large), Director of the Honors Program  | Maintain 5 faculty.  Kelli Slunt (current Director of the Honors Program) has requested that she be shifted to an ex officio role and that the Associate Directors be added as ex officio members. (This is being proposed in the Round 1 *Handbook* revisions.)  |
| James Farmer Multicultural Center Advisory Committee  | 5 faculty (at large)  Ex officio: Director of JFMC, USC representative, 2 students  | Option 1: Maintain 5 faculty. Option 2: Reduce to 3 faculty members. Option 3: Consider reframing JFMC Advisory Committee to have a wider focus on UMW ASPIRE values. Consult with Marion Sanford and Shavonne Shorter about if this would be a good fit for UMW vision and mission.  |
| Journalism Advisory Committee  | 4 faculty (at large); at least 3 must be tenured, preferably full; optional external member  Ex officio: VP for Student Affairs, Faculty Advisor to Weekly Ringer  | **Reduce to 3** faculty members.  Consider if charge .4 is necessary, or if it is redundant with .5.  |
| Speaking Intensive Committee  | 5 faculty (at large), Faculty Director of SI Program  Ex officio: Director of Speaking and Writing Center  | Option 1: Combine with WI Committee (5 total members). Option 2: Combine with WI and DI Committee (if not combined with DBL).  Clarify if Faculty Director of SI Program should be a voting or ex officio member.  As an advisory committee, clarify what unit this committee advises.  |
| Student Affairs and Campus Life Advisory Committee  | 5 faculty (at large)  Ex officio: VP for Student Affairs, 2 student members (Fred/Stafford campuses)  | **Reduce to 3** faculty members.  Revisit the 2 student representatives from the Fredericksburg and Stafford campuses. Should there be one undergraduate and one graduate representative, two general representatives, or another configuration?  |
| Writing Intensive Committee  | 5 faculty (at large),   Ex officio: Director of Speaking and Writing Center  | Option 1: Combine with SI Committee (5 total members). Option 2: Combine with SI and DI Committee (if not combined with DBL).   As an advisory committee, clarify what unit this committee advises.  |
| Digital Intensive Committee  | 3 faculty (at large)  Ex officio: University Librarian, Director of DLS  | Consider merging with the current DBL Committee to form a new committee that maintains 5 total faculty members and merges their revised charges.   As an advisory committee, clarify what unit this committee advises.  |

**Designation Proposal Data, Fall 2021-Spring 2024**

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| **Committee**  | **Fall 2021**  | **Spring 2022**  | **Fall 2022**  | **Spring 2023**  | **Fall 2023**  | **Spring 2024**  |
| DBL  | 82 (including 14 emergency)  | 67  | 47  | 21  | 16  | 57  |
| DI  | 8  | 4  | 6  | 3  | 4  | 2  |
| FSEM  | 5  | 6  | 9  | 7  | 9  | 8  |
| GE  | 13  | 10  | 17  | 8  | 5  | 7  |
| HN  | 2  | 5  | 0  | 8  | 19  | 7  |
| SI  | 6  | 5  | 13  | 5  | 1  | 2  |
| WI  | 5  | 4  | 4  | 2  | 1  | 4  |

\*Note: This reports ALL activity, which could include proposals that were rolled back and never finalized.