1. Membership

*Arts and Sciences:* Jane Berry, Geoff Goddu, Michelle Hamm, Kasongo Kapanga, Ladelle McWhorter, Jennifer Cable, Tze Loo (substituting for Sheila Carapico), Dorothy Holland, Catherine Bagwell, Malcolm Hill

*Business:* Dean Croushore (chair), KimMarie McGoldrick, Paul Clikeman

*Leadership Studies:* Gary McDowell

*Law:* Chris Cotropia (fall semester), Jim Gibson (substituting spring semester), Kristen Osenga

*Continuing Studies:* Ellen Walk

2. Distinguished Educator Award Selection Committee

Catherine Bagwell (UFC representative, chair), Don Forsyth (previous winner), Amy Howard (Academic Affairs Council representative), Erin Maxwell (student government representative), Geoff Cox (alum representative), Cathy Fisher (at-large), Hank Chambers (at-large rep), Andy Litteral (at-large)

This committee meets to determine the university’s Distinguished Educator Award winners, who will be announced at Colloquy in Fall 2011.

3. Subcommittee to Consider Programs for Professional Preparatory Courses

Paul Clikeman, Tze Loo, Kristen Osenga (chair)

Because of a question raised in the Academic and Enrollment Management Committee of the Board of Trustees, this subcommittee met with a group of students who were seeking to have the university offer a course for credit for preparation for the LSAT exam. This would be similar to the MCAT exam course. The subcommittee determined that the MCAT prep course was content-based (so that students would learn new material in a subject), whereas the LSAT (and other similar exams) is an aptitude test. The subcommittee recommended that such a course not be developed or offered by the faculty and suggested to the students some alternative possibilities. Dean Croushore, UFC chair, presented this recommendation to the Academic and Enrollment Management Committee of the Board of Trustees.

4. Provost Review Committee

Dean Croushore (chair), Dorothy Holland

This committee originally had planned to carry out an evaluation of the provost (as required every three years) via the same mechanism used to evaluate academic deans. But we found out that doing so would be difficult with the personnel involved in university surveys reporting to the provost and a lack of mechanisms to do this while preserving confidentiality. The administration already had planned to do an evaluation using the Center for Creative Leadership (CCL) survey, which provides national norms for provosts. So, the committee decided to work with CCL, adding a set of questions to their survey. The survey was to be distributed near the end of the
semester, with all results going directly to the president, thus preserving confidentiality. UFC is to receive a report on the response rate, and UFC promoted faculty participation in the survey.

5. School of Continuing Studies Dean Review Committee

Paul Clikeman (chair), Malcolm Hill, Del McWhorter

This committee performed the standard three-year review of Dean Narduzzi. The instrument was reviewed and revised, in consultation with the dean and the provost. The evaluation was administered via an online survey through the Office of Institutional Effectiveness. The committee will write up the results of the survey and send them to the provost.

6. Provost Advisory Group

Jennifer Cable, Chris Cotropia (chair), Michelle Hamm, KimMarie McGoldrick, Ellen Walk

This group met twice with the Provost for candid discussion about questions of mutual interest and concern.

7. Subcommittee on Child Care

Jane Berry (chair), Michelle Hamm

The committee has promoted the establishment of an on-campus child-care facility for many years. This year, the subcommittee on worked to ensure inclusion of such a center in the new campus master plan and made a number of suggestions for measures to pursue until such a facility is developed.

8. Campus Master Plan

The committee as a whole heard a presentation about the new campus master plan in the fall, when the plan was in the idea phase. The committee asked questions and provided input into the plan. A special meeting of UFC members and the consultant working on the plan was held later in the year, so the UFC could provide greater input into the plan. Members also attended some of the presentations about the semi-final version of the plan when it was presented in the spring.

9. Employee Health Benefits

The committee as a whole heard a presentation about changes in employee health benefits in the fall, especially changes made in accordance with the new health-care reform bill. The most notable change was the addition of the new high deductible health-care plan, which became available following the new health-care law.

10. Changes to the Distinguished Educator Award

The committee received a proposal to modify the Distinguished Educator Award to include a separate award based on community engagement. After some debate, the committee determined that it would not create a separate award. Instead, the committee agreed to consider community-based learning pedagogy and community-based research projects as a factor in considering someone for the Distinguished Educator Award.

11. Creation of a University Testing Center

The committee received a proposal for a university testing center to facilitate students taking make-up exams in an efficient manner. The committee endorsed the proposal in principle and passed the idea on to the administration for suggestions and possible implementation. The
administration suggested folding this possibility into the campus master plan. The Robins school has devoted one of its new student group rooms to be used for taking exams.

12. Changes to Alter the University’s Non-Discrimination Policy

Representatives of the Student Alliance for Sexual Diversity met with the committee and presented a proposal to modify the university’s non-discrimination policy to provide protection for university students, faculty, and staff who are not covered by the existing language. They proposed adding “gender identity” and “gender expression” to the list of categories covered by the policy. The committee endorsed their recommendation. The proposal fits with Principle II of the university’s strategic plan for creating a diverse and inclusive community, many of our peer institutions have a similar policy, many corporations nationwide and in the Richmond area have such a policy, and doing so will increase the university’s rating under the Campus Climate Index. The proposal was also supported by the University Staff Advisory Council and the administration, including the dean of students, human resources department, and university legal counsel. UFC presented the proposal at a university faculty meeting, with approval received by the faculty as a whole, sending the proposal on to the Board of Trustees.

13. Faculty Info List-Serv

The faculty heard some of the details about the uses and abuses of the faculty info listserv. UFC will appoint a small committee to monitor the listserv, but not moderate it (that is, to no longer require approval before a faculty member posts to the listserv). The number of abuses was found to be small.

14. Five-Year Budget Plan

The committee as a whole heard a presentation about the university’s new five-year budget plan and provided input about the plan.

15. Follow-up on Inquiry from Last Year

In the previous academic year, UFC made an inquiry into potential irregularities in hiring a faculty member. Coming out of that investigation, UFC made a number of recommendations. Following up on those recommendations, the university has taken the following action steps: (1) emphasizing diversity guidelines in hiring; (2) following clear procedures for searches with multiple constituencies; (3) determining that a search for a chair would not begin after March; (4) clarifying tenure and promotion procedures for outside candidates; (5) holding meetings to clarify procedures before searches occur; and (6) maintaining vigilance about violations of procedures in hiring.

16. Athletic Strategic Plan

The committee heard from the group creating an athletic strategic plan. Members asked questions and provided input into the plan.

17. Concern about Students with Concussions

The committee received a suggestion that the university create a policy concerning students with concussions. The medical department suggested that concussions were no different from any other disability. However, the athletic department is considering creating such a policy, and UFC will follow up on progress next year.