

**Agenda & Minutes  
Faculty Council Meeting**

**Date:** 02/13/2018

**Time:** 4:00 – 5:30 PM

**Location:** Room 318, Ivory Nelson Center for the Sciences

**Agenda**

- 1) Roll Call:
  - a. **Present:** Zizwe Poe, James Wadley, James Gallagher, Ozzie Richards, Sophia Sotilleo, Emmanuel Babatunde, Dana Flint, Monica Gray, Marilyn Button, Nicole Files-Thompson, James Deboy
- 2) Ratification of the agenda
  - a. BOT update – Prof. Sotilleo
  - b. Motion to approve, properly seconded: consensus
- 3) Approval of previous minutes from 1/23/18
  - a. Motion to approval, properly seconded: consensus
- 4) Previous business
  - a. New Course Scheduling Calendar – University Hour
  - b. Changes to Academic Year’s Calendar
- 5) New Business
  - a. Joint FC-Union Event: Food & Fun for Faculty
  - b. Executive Committee’s Meeting with President Allen 2/2/18
  - c. Drs. Babatunde & Button - Strategic Meeting (2/1/18) Update
  - d. Faculty Panel – Dr. Wadley
  - e. Campus Ethics Code – Dr. Flint
  - f. BOT update – Prof. Sotilleo
- 6) Announcements

## Minutes of Discussion Items

### 2) Ratification of the agenda:

- a. Motion to approve, properly seconded: consensus

### 3) Approval of minutes from previous meeting 1/23/18

- a. Dr. DeBoy – had questions regarding the Provost’s Office requesting faculty transcripts; have there been resolutions and discussions? Dr. DeBoy noted that from a Union perspective, they cannot act unless there is a sanction because there is nothing in the CBA or Bylaws that addresses this issue. However, the FC can make inquiries as to what is the issue – where the faculty transcripts lost, were they never collected, why is this occurring now? A suggestion was made to bring this to President Allen at the next FC Executive meeting with her. Dr. Flint expressed that this may be resulting from the upcoming Middle States visit. Dr. DeBoy further hypothesized that the VPAA’s Office may find it easier to go to faculty rather than wade through their records
- b. Dr. Gray mentioned that the “Motion: The FC charges By-Laws Committee to change status of Faculty Representative on BOT to be a voting member.” Motion was properly seconded” but no vote taken. Dr. DeBoy mentioned this is already before the Faculty it was not voted on because of lack of quorum. It will be brought again – **hence this motion is not needed**
- c. Motion to approval, properly seconded: consensus

### 4) Previous business:

- a. New Course Scheduling Calendar – University Hour
  - i. Dr. Gallagher indicated that these changes (including (b) below) were presented to Faculty as information only without any request for feedback from the Faculty. Dr. DeBoy mentioned that historically that was the case – the Registrar would bring before the Faculty, who would discuss, adjustments would be made and then subsequently ratified. He noted that this was important because the Administration was not always aware of all the ramifications that such changes could cause. Dr. Flint cited the current instance where Faculty discovered that Monday, Wednesday, Friday classes were meeting for 150 minutes per week, while the Tuesday/Thursday classes were meeting for 160 minutes per week. Dr. DeBoy mentioned that a grievance was filed in the past with regards to the university hour and subsequent faculty meeting time. At that time Faculty voted for the 11 am hour. The new common hour is 12:30 – 1:45. One positive is an additional class can be schedule in the mornings on Tuesdays & Thursdays. Faculty will assess the impact in the next academic year.

- b. Changes to Academic Year's Calendar
  - i. Dr. Files-Thompson noted that mid-term is not in the middle of the term. Dr. Flint mentioned that this was in response to this term's scheduling of mid-terms during the Charlottesville Tournaments (about 100 students attend). Dr. Files-Thompson suggested that the mid-term exams could be held after spring break to ensure equivalency in the amount of material covered before and after this midway assessment. Dr. DeBoy indicated that midterm is a historical artifact from 100 years ago in response to schools having only one exam per term. However, faculty currently administers considerably more assessments throughout the year and as such students are getting feedback on their performance. Prof. Chapp indicated that he is giving some early mid-terms this year and assessing if these will impact students. He further stated that it seems that we are making these massive curriculum changes for only a hundred students. Dr. Files-Thompson indicated that the mid-term grades inform several decisions (e.g., whether to drop a class, registration for the next semester). A memo should be sent to the Provost indicating that Academic Calendar must be reviewed by faculty. Moving forward the Educational Policy Committee is charged to reviewing drafts of the Academic Calendars and subsequent submission to the FC and BOT.

## **5) New Business:**

- a. Joint FC-Union Event: Food & Fun for Faculty
  - i. Dr. Gray reported that both the Union and President Allen are on board to sponsor a faculty retreat. The FC and Union will meet in the upcoming week to discuss plans for the event. This event is to foster community among the faculty and an opportunity to thank our colleagues for their service. From a Union perspective – it is to share information and communicate updates with members
  - ii. Faculty Panel – Dr. Wadley suggested that the Food & Fun event be combined with the Faculty Panel.
  - iii. The motivation for this event is to thank and empower the faculty by shedding light on the wonderful accomplishments
- b. Executive Committee's Meeting with President Allen 2/2/18:
  - i. Drs. Gray, Gallagher, Poe, Files-Thompson and Flint reported
  - ii. The new administrative chart and back up documentation were distributed
  - iii. President mentioned the need to fund any new agenda/initiatives – e.g., experiential educational opportunities for students
  - iv. Faculty Affairs office – faculty development; Full time CETL person
  - v. Dean of Students

- vi. Class Deans – First Year, Sophomore/Junior and Senior (must be a faculty meeting)
- c. Issues with Faculty-led study abroad
  - i. Models of propose programing is meeting several road blocks – as there has been changes in administrations
  - ii. Current approval structure is not congruent with vision administration, particularly Provost and President
  - iii. For example, the Provost believes that Faculty should not be compensated but should be part of their scholarship activities. The President believes that all students should be able to afford the opportunities and current faculty-led programing are not sustainable or equitable.
- d. Drs. Babatunde & Button - Strategic Meeting (2/1/18) Update: meeting was strategic
- e. Campus Ethics Code – Dr. Flint: proposing a code of ethics for how faculty, staff and students should conduct themselves
- f. BOT update – Prof. Sotilleo: documents shared at BOT were presented
  - i. Board asked President Allen to show how her proposals will be funded

**6) Announcements:**

- a. Dr. Richards – Education Policy Committee Meeting 1/24/18 at 2:00 pm.
- b. Prof. Sotilleo on behalf of Dr. Deboy- Union is seeking nominations for officers. Elections will be late March.

**Next Steps/Deliverables**

- 1) **Academic Calendars:** Dr. Gallagher will send a memo to Provost. Moving forward, the Educational Policy Committee is charged with reviewing and discussing all tentative Academic Calendars (annually in February or March) and bringing such drafts before the Faculty Council (annually in February or March) and BOT (at their April meeting). FC will post on Faculty Portal for public feedback
- 2) Executives of the Faculty Council & Union will meet to discuss the joint faculty retreat event
- 3) The Study Abroad Committee needs to meet with the administration

Meeting Adjourned