

### **Actions of the Faculty Senate, 2008-2009**

The Senate accepted the reports of the Curriculum and ATC committees, as noted in the minutes of the meetings. In addition, it has taken the following actions on motions and resolutions brought by committees and/or individuals.

October 1, 2008

#### **Motion from Academic Affairs Committee**

Faculty Senate approved the motion from the Academic Affairs Committee to edit the Dictionary of Academic Regulations regarding IB credit in order to reflect current policy. The last paragraph of the Dictionary now reads: "Credit is awarded at the time of matriculation and is based on the scores earned on Higher Level IB examinations" (page 22).

December 3, 2008:

#### **Motion to establish two ad hoc committees: 1) to establish UMW CAS Faculty Senate Website and 2) to review Faculty Handbook in relationship to traits of effective senates listed by AAHE National Network of Faculty Senates and the AAUP indicators of sound governance**

Faculty Senate approved the motion to set up two ad hoc committees: one to establish a Faculty Senate website and one to review the Faculty Handbook with the goal of identifying areas of strength and weakness related to effective faculty governance.

#### **Motion to elect a faculty representative to serve on the Steering Committee for Strategic Planning.**

Faculty Senate elected Tracy Citeroni (Sociology) to represent the senate on the Steering Committee.

#### **Motion**

Faculty Senate elected Alan Griffith (Bio.) to serve as faculty senate representative in the Provost search committee.

January 28, 2009:

#### **Motion from the Academic Affairs Committee to permit departments to offer minors**

Faculty Senate approved the motion from the Academic Affairs committee that the College of Arts and Sciences permit departments to offer minors to students beginning in Fall 2010, with the first minors to appear on transcripts of students who graduate in May 2011. Students will be permitted to declare these minors as soon as it is technically feasible for the institution to do so. Minors will be optional for both students and departments – no student will need a minor to

graduate, nor will any department or program be required to offer a minor. All minors will be subject to the same approval and modification processes as majors are.

The Catalog will be modified to read as follows:

To allow students to gain expertise in an area beyond their major field of study, a student may elect to pursue programs of studies designated as minors. Minors are offered by departments and consist of no fewer than 15 and no more than 28 credits. At least three minor courses must be at the 300-400 level.

Individual courses may count for both a minor and General Education requirements. In the case of a major and a minor, the maximum degree of overlap permitted between the major and minor is two courses. In the case of two minors, the maximum degree of overlap permitted between the minors is two courses. No minor courses may be taken on a Pass/Fail basis. A student must earn at least a 2.0 grade point average in any minor. Information about specific minors can be obtained from the appropriate department. A student who intends to complete a minor must officially declare it by submitting a Minor Declaration Form. Students may not declare a minor until they have declared a major.

### **Resolution**

Faculty Senate endorsed the resolution presented by the Budget Advisory Committee on FY10 budget cuts. It is the Faculty Senate's position that it would be bad policy to respond to budget cuts by considering layoffs of faculty and staff.

February 25, 2009:

Faculty Senate approved a change in the requirements for service as Senator on the Faculty Senate. The Faculty Handbook, §2.2, will be amended to read:

2.2 ORGANIZATION OF THE FACULTY SENATE The Faculty Senate shall be comprised of twenty-five senators and a Faculty President. Any member of the full-time instructional faculty *with a minimum of three years of full time teaching at the University may serve*. The Faculty President must have attained the rank of associate professor or above with tenure. If elected as a senator or as Faculty President, a faculty member must relinquish any position currently held on a faculty standing committee and is prohibited from serving on any standing committee while serving as senator or Faculty President, with the exception of the Budget Advisory Committee.

The motion passed and the Faculty Handbook appendix will be changed to reflect the change.

### **Resolution regarding teaching load from Faculty Affairs Committee**

Faculty Senate endorsed a resolution asking the Strategic Planning Committee to prioritize an adjustment to the faculty teaching load: To move the University of Mary Washington toward becoming a first-rate liberal arts institution, the Faculty Senate of the College of Arts and Sciences calls upon the Strategic Planning Committee to include the goal of reducing faculty teaching load to conform to AAUP Guidelines as one of the priorities of the Strategic Plan.

April 1, 2009

**Motion from the *ad hoc* Faculty Handbook Review Committee (to change the process by which students can request a grade of incomplete, contacting faculty directly, rather than through the Associate Dean of Academic Services)**

This motion was referred to the Academic Affairs Committee for consideration.

**Motion from the Academic Affairs Committee to give credit for ROTC courses**

The Academic Affairs committee moves that the College of Arts and Sciences offer Reserve Officers' Training Corps (ROTC) courses for graded elective credit at one credit per course, beginning in Fall 20XX. There are eight courses in the standard Military Science Curriculum, so the maximum number of credits possible is eight.

Faculty Senate returned this motion to Academic Affairs Committee to reconcile this motion with UMW's non-discriminatory policy and to articulate a broader set of pros and cons related to accepting the motion.

**Motion from the Faculty Affairs Committee to change Section 6 of the Faculty Handbook**

Faculty Senate approved the Faculty Affairs Committee of the College of Arts and Sciences recommendation that Section 6 of the Faculty Handbook, which describes faculty evaluation, promotion and tenure procedures, be amended to include the changes proposed here. Present text that would be removed from the Handbook is crossed out while proposed new text is underlined.

**SECTION 6.4**

**6.4.13** The Dean shall review all information and recommendations contained in the promotion credentials file of each faculty member, shall formulate and state in writing his or her recommendations, with reasons, and shall forward these and the promotion credentials files to the Provost by March 10. A copy of this letter will be sent to the faculty member and his or her department chair. When the Dean recommends that promotion be withheld, ~~the Provost shall notify the faculty member in writing, with reasons, within one working week and~~ the recommendation letter from the Dean shall inform the faculty member of his or her right to

appeal the Dean's recommendation, in writing, within 7 days to the Provost. ~~A copy of this letter will also be sent to the Dean and the department chair.~~

**6.4.14** The Provost shall review the recommendation letter from the promotion and tenure committee along with the recommendation letter from the Dean. ~~If questions remain, the Provost has the right to request the entire promotion credentials file from the Dean.~~ The Provost shall formulate and state in writing his or her recommendation and shall submit this letter to the President by April 1. A copy of this letter shall be sent to the faculty member, his or her department chair, and the Dean. When the Provost recommends that promotion be withheld, ~~the President shall notify the faculty member in writing, with reasons, within one working week. Copies of this letter will be sent to the Dean, Provost, and department chair.~~ This letter the recommendation letter from the Provost shall inform the faculty member of his or her right to appeal the Provost's recommendation, in writing, within 7 days to the President and the Board of Visitors.

## **SECTION 6.8**

**6.8.13** The Dean shall review all information and recommendations contained in the tenure credentials file of each faculty member; shall formulate and state in writing his or her recommendations, with reasons; and shall forward these and the tenure credentials files to the Provost by March 10. A copy of this letter will be sent to the faculty member and his or her department chair.

**6.8.14** When considering tenure decisions, the Dean must consider each application according to criteria expressed in the *Faculty Handbook*. The Dean must also consider carefully the rank and tenure profiles of the College, projected enrollment patterns, staffing needs, current and projected mission of each department, the specific academic competence of the faculty member, and the preservation of opportunities for the infusion of new talent.

**.15** When the Dean recommends that tenure be withheld, ~~the Provost shall notify the faculty member in writing, with reasons, within one working week and~~ the recommendation letter from the Dean shall inform the faculty member of his or her right to appeal the Dean's recommendation, in writing, within 7 days to the Provost.

.16 The Provost shall review the recommendation letter from the promotion and tenure committee along with the recommendation letter from the Dean. ~~If questions remain, the Provost has the right to request the entire tenure credentials file from the Dean.~~ The Provost shall formulate and state in writing his or her recommendation and shall submit this letter to the President by April 1. A copy of this letter shall be sent to the faculty member, his or her department chair, and the Dean. When the Provost recommends that tenure be withheld, ~~the President shall notify the faculty member in writing, with reasons, within one working week.~~ Copies of this letter will be sent to the Dean, Provost, and department chair. This letter the recommendation letter from the Provost shall inform the faculty member of his or her right to appeal the Provost's recommendation, in writing, within 7 days to the President and the Board of Visitors.

**6.9 SAMPLE PROMOTION AND TENURE CALENDAR** Dates should be adjusted to working days; the full calendar applies only if every step is appealed. The Dean's office will distribute a specific calendar of dates to be followed in a particular academic year. This calendar is provided to serve as a guide for where the dates generally fall.

<u>Tenure and promotion action (sample calendar)</u>	<u>deadline</u>
Dean informs appellants of the recommendations of the appeal advisory committee(s)	February 24
Dean makes recommendation to the Provost with copy to faculty member and his or her chair	March 10
<del>Provost informs candidates of the Dean's recommendation to withhold promotion and/or tenure; also informs candidates of their right to appeal to the Provost</del>	<del>March 17</del>

Deadline for candidate to appeal to the Provost March ~~24~~ 17

Provost makes recommendations to the President April 1

~~Provost informs candidate of their right to appeal to the President — April 8  
and Board of Visitors~~

Deadline for candidate to file appeal to President and Board April ~~15~~ 8  
of Visitors

Candidates notified of the Board of Visitors' final decision May 15

Respectfully Submitted,

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