

University Faculty Affairs Committee

Minutes

March 23, 2026, 3-4 PM
Seacobeck 105

Members attending: Brad Lamphere, Melissa Wells, Nicole Crowder, Smita Jain Oxford, Ian Finlayson

1. Call to Order 3:09
2. Approval of 2/23 minutes occurred via email.
3. UFC asked us to determine which handbook P&T candidates should follow when applying for P&T. The options are (1) the current handbook as of May 1 intent letter (which would be the 25-26 Handbook this year) or (2) the handbook as of the fall file deadline (which would be the 26-27 Handbook this year).

Provost indicates that we could have Handbook changes by May 1 this year, which would simplify this choice. The Calendar in Handbook Section 7.8 meant to address this.

4. UFAC Chair reported on her meeting with webpage manager for the Provost. Much of the new information for P&T will be posted to the Provost's site, so coordinating with them and posting the documents promptly will be a high priority. To facilitate getting them out, we suggest posting them as linked documents rather than formatted HTML.
5. UFC passed the revised language UFAC proposed for Sections 3.3.3.1 and 7.12.1.
6. UFAC reviewed the college-level P&T procedures proposed by CAS and COB. CAS was approved assuming they make a required change that specifies which P&T website their procedures are referencing. We also recommended adding mentoring procedures for new faculty and numbering sections for easy indexing. COB also approved assuming they change the composition of the PAAC/TAAC to be consistent with Handbook Section 7.12.1 and ensure that the document meets the new accessibility requirements. We also recommended they number sections for indexing and some small edits.

There was one objection to many of the changes required/ recommended, on the grounds that those changes are forcing university-level procedures into a process meant

to be college-level. Others noted that the Handbook info and P&T structures needed to be formed simultaneously, and that the Handbook language was approved by UFC.

7. UFAC also reviewed more departmental guidelines for P&T. BIOL, GEOG, and PSCI submitted no department-specific guidelines. MLL, EESC, ARTS, AEF submitted minor additions and MATH, MM, and THEA submitted significant additions to the universal criteria. Each was approved pending some clarifications and edits, which the UFAC Chair will communicate to the relevant departments

NURS submitted guidelines in a distinct and more general format than the other departments (i.e., minimum qualifications for starting employment at UMW instead of being considered for promotion and/or tenure). UFAC Chair will communicate with NURS for clarification.

8. Business tabled for a future meeting:
 - a. Outdated P&T calendar language
 - b. Teaching loads letter of concern
 - c. Inquiry about administrator evaluation plan
9. Adjournment 4:15pm