

UPC Meeting Minutes
Thursday, April 28, 2022, 4:00 pm
Martinelli Boardroom

President Reveley called the meeting to order at 4:04 pm. The following members were present:

Dr. Lee Bidwell	Dr. Roger Byrne	Ms. Jennifer Cox
Ms. Robin Gregory	Mr. Dustyn Hall	Ms. Susan Hines
Ms. Courtney Hodges	Dr. Will Holliday	Mr. Mark Kendrick
Ms. Victoria Kindon	Dr. Chris Kukk	Dr. Leigh Lunsford
Mr. Matt McGregor	Mr. Cameron O’Brion	Mr. Jonathan Page
Mr. Cameron Patterson	Dr. JoEllen Pederson	Dr. Jeannine Perry
Dr. Tim Pierson	Mr. Justin Pope	Dr. Lissa Power-deFur
Pres. Taylor Reveley	Dr. Brent Roberts	Dr. Dawn Schwartz
Dr. David Shoenthal	Dr. Lara Smith	Ms. Louise Waller
Ms. Kim Wingo	Ms. Teresa Dodson, Recorder	

Also present were – Dr. Sarai Blincoe, Ms. Ashley Long, Ms. Lisa Mooney, Dr. Pam Tracy

Absent were – Ms. Lauren Bender, Ms. Jennifer Fraley, Dr. Elif Guler, Dr. Emily Heady, Ms. Michelle Meadows, Dr. Tim O’Keefe, Ms. Anne Patterson

The minutes from the [January 27, 2022](#) UPC meeting were approved as submitted.

President Reveley shared that as of today the state has still not agreed on a budget. He explained that over the last 20 years or so this has happened at least 3 or 4 times. President Reveley was recently with the governor. President Reveley reassured everyone that the new administration, along with both houses, are working in good faith to try and work toward a budget resolution.

President Reveley spoke about positive and challenging items that Longwood will be looking at for next year moving forward.

- On the admission front, the freshmen class will be the largest we’ve had in the last couple years. He thanked Emily Heady, Victoria Kindon, their teams, and everyone who contributed their hard work in getting us to this point.
- Raises will be given again next year.
- President Reveley encouraged everyone to be aware of the mental health challenges that our students face. While we have slowly come back to the habits and rituals with which we were familiar, it’s different for the students, whose lives were knocked completely sideways. We need to continue to stay cognizant of that.

- In regard to UPC committees and co-chairs for next year, successors will be found for open positions. He thanked Lissa Power-deFur for her work and congratulated her on her upcoming retirement.
- The new [Women's Basketball Coach is Erika Lang-Montgomery](#). Coach Montgomery will be formally announced to the campus community tomorrow afternoon.

Committee Reports

Compliance Committee – Dr. David Shoenthal gave a brief update on reaffirmation stating that they are halfway through 1st drafts on standards. Several policy updates have been approved by Faculty Senate as part of the reaffirmation process.

Technology Committee – Mr. Mark Kendrick reported that Banner will be moving to the cloud; this process will take 9-12 months to complete. Product review is in the 2nd test phase. The roll-out for dual factor authentication will be May 3rd at 8am. A/P evaluations in DocFinity should be available in the next couple weeks.

University Diversity Council – Year 1 of the Diversity Strategic Plan is underway. Data collection of year 1 initiatives will be gathered throughout the summer. A complete update will be shared during the first UPC meeting in the fall. Wednesday, May 4th will be the final council meeting for this year.

Upon completion of Jonathan's report, Dr. Tim Pierson asked Jonathan to share information on the Ramadan event that took place last night in the Student University Center. The event celebrated Ramadan and the breaking of the fast. Food and fellowship were enjoyed by all that attended, it was one of the best attended events of the year. The event was student focused and student led it was wonderful to see so many turn out for it.

Assessment Committee - The assessment report was given by Ms. Jen Cox. The Committee reviewed all budget requests and determined three items to recommend for funding, based on ties to the strategic plan and regulatory requirements. After these recommendations were discussed at the Executive Committee, Dr. Shoenthal presented the recommendations to the University Finance Committee to seek their input and endorsement. The Assessment Committee also discussed how to make the parameters of future budget requests more clear to those who submit them. Dr. Linda Townsend meeting with academic program coordinators about their annual assessment reports. The administrative assessment committee will have their final meeting of the semester next week.

Procurement Committee – Louise Waller explained that the current state administration has focused their attention on procurement procedures, with the main focus being on credit card procedures. The state has been in contact with Longwood and will be looking at our procedures in greater detail. Matt McGregor also shared that the new EVA rollout has been pushed back from May to a TBD date. More information on the rollout will be coming soon.

Finance Committee – The University Finance Committee report was given by Dr. Leigh Lunsford. Dr. Lunsford shared that the committee endorsed the recommendations from the University Assessment

Committee. The Finance Committee also agreed that communication with those submitting budget requests would be helpful in ensuring that the appropriate level of description was included.

The meeting was turned over to Dr. Pam Tracy who provided a [QEP topic update](#). The QEP Development & Writing Team was announced: Dr. Pam Tracy, Chair; Mr. Waleed Ahmed, Assistant Director of Admissions & Retention; Dr. Sarai Blincoe, CCCAS Assistant Dean for Curriculum and Assessment, Department Chair, and Associate Professor of Psychology; Dr. Erica Brown-Meredith, Assistant Professor of Social Work and Director of the CLASP program; Dr. JoEllen Pederson, Associate Professor of Sociology and Faculty Liaison for the Reaffirmation Leadership Team; and Ms. Cheryl Steele, Dean of Student Engagement.

Upon completion of the QEP update, President Reveley talked about the state budget outlook. The university will be focused on looking a better ways of spending and strengthening our fundraising operations. He noted that Longwood is a larger employer than we were a decade ago, sharing a Core Revenues and an Endowment graph to illustrate Longwood's continued growth. The Core Revenues graph showed that the revenues have been stable over several years. The Endowment Graph showed that Longwood's endowment has more than doubled over the last 9 years. He feels that Longwood is on a good path and we will make it through the next few years well. He believes our current strategies will continue to keep Longwood in a sound position in the long-term as well.

There being no further business the meeting was adjourned at 5:00 pm.

Respectfully submitted,

Teresa Dodson