

UPC Meeting Minutes - FINAL
Tuesday, January 24, 2023, 3:30 pm
Martinelli Boardroom

President Reveley called the meeting to order at 3:34 pm. The following members were present:

Dr. Roger Byrne	Ms. Jennifer Fraley	Ms. Robin Gregory
Dr. Hazel Elif Guler	Mr. Tim Hall	Mr. Carl Harvey
Ms. Susan Hines	Ms. Courtney Hodges	Mr. Mark Kendrick
Ms. Victoria Kindon	Dr. Chris Kukk	Dr. Virginia Lewis
Dr. Angela McDonald	Mr. Matt McGregor	Mr. Jonathan Page
Dr. JoEllen Pederson	Dr. Jeannine Perry	Mr. Justin Pope
Pres. Taylor Reveley	Dr. Brent Roberts	Dr. David Shoenthal
Dr. Lara Smith	Ms. Kim Wingo	Ms. Teresa Dodson, Recorder

Also present were – Dr. Audrey Church, Ms. Emily Kane, Ms. Kathyn Nasburg, Dr. Meg Thompson, Ms. Maureen Walls-McKay, Ms. Jennifer Wilkerson

Absent were – Ms. Lauren Bender, Ms. Kirsten Bowen, Ms. Mackenzie Harry, Ms. Sara Neher, Mr. Cameron O’Brion, Mr. Cam Patterson, Ms. Kim Redford, Dr. Dawn Schwartz

The minutes from the [November 2, 2022](#) UPC meeting were approved as submitted.

President Reveley opened the meeting by expressing how wonderful it is to be together at the opening of spring semester. He was pleased that the opening of this semester seemed relatively normal in comparison to the past couple of years. MLK week was wonderful, admissions open house was great, and applications are currently at a record high. On 4th avenue, construction has begun on the new facilities building. Both Men’s and Women’s Basketball programs are doing well. The General assembly is still working on budgetary items. He closed his opening remarks by thanking everyone for their hard work.

Assessment Committee – Dr. Brent Roberts shared that the Assessment Committee will meet later in the spring, after the Administrative Assessment Committee (AAC) and the Committee on Academic Program Assessment and Review (CAPAR) meet. A full report will be given at the next UPC meeting in April.

Compliance Committee – Ms. Jenn Fraley reported that the Continuing Operations Plan (COOP) is coming up for review later this spring. New regulations for Title IX will be coming out this spring or summer. With the new regulations there will more than likely be a shift in our Title IX policy.

Dr. David Shoenthal shared that site visits for Business, Social Work & CSDS are scheduled for this spring. In regard to SACSCOC, the first round of external feedback has been received for 11 of the 72 standards. The next round of feedback will be in February. The QEP is progressing and the Leadership Team will meet to discuss the progress this Friday, January 27th.

University Diversity Council (UDC) – Dr. JoEllen Pederson reported that the UDC will be working on some new initiatives. This semester the UDC will be meeting with campus partners either individually or in groups. In senate and also through the Provost Advisory Committee (PAC) conversations have come up about incorporating DEI into evaluations, this is something that is in the Diversity Strategic Plan. The committee looks forward to meeting with PAC this semester to discuss this further.

Mr. Jonathan Page continued the report by sharing that the UDC has had some meaningful conversations with Student Affairs contribution to the strategic plan. Student Affairs will focus on Objective 2, looking at the hiring plan and Objective 1, focusing on recruitment and retention of underrepresented faculty and staff. They

will also take a look at the Honor Code. Another focus will be Objective 23, community engagement as well as Objective 12.3, inclusive excellence and universal design implementation. The SGA has taken the lead in looking at the Diversity Strategic Plan and will be looking to implement several initiatives in the spring.

After the UDC report, President Reveley asked Mr. Justin Pope to talk a little about the work of the retention task force. Mr. Pope explained that the task force is looking with “fresh eyes” into the many things that can impact retention. They’ve had great conversations with several different areas on campus and are obtaining a better data picture. Currently, the task force is really focused on the difference between where we are now with retention, vs. where we need to be. President Reveley commented that he is very encouraged by the tasks force work.

Purchasing Committee – no report.

Finance Committee – Mr. Matt McGregor shared that the Governor released his budget proposal shortly before the holiday break and it will move to the state legislature. Budgets for Longwood will be very similar as in years past. Mr. McGregor explained the make-up of Longwood’s budget, general fund vs. non-general fund, what is funded by the state and what is funded by revenue. He then discussed where additional funding for next years budget could come from. Longwood is currently in the midst of creating 2024 budget forecasting models. FY 2023 budget closing information will go out sometime around spring break.

Spring 2023 a search for a Material Management Director will begin with hopes to have someone in place by summer of 23. Several contracts will be expiring over the next several months, some of which could look very different when settled. The contracts that will be expiring are: Barnes and Noble, Coca-Cola and the Athletic Medical Services contract with VCU Medical. These are all currently in negotiations.

Technology Committee – Mr. Mark Kendrick reported that multi-factor authentication for students was turned on January 23, 2023.

Following up on Mark Kendrick’s technology report, President Reveley discussed the Governor’s Executive Order about the banning of Tik Tok. He explained that the order was directed mainly for official state employees. Higher Education employees are not considered a part of this ban.

The meeting was turned over to Dr. Jeannine Perry. Dr. Perry gave a presentation on the history and growth of [Longwood University’s College of Graduate & Professional Studies](#).

There being no further business the meeting was adjourned at 4:38 pm.

Respectfully submitted,
Teresa Dodson