IAS Faculty Council Minutes
May 15, 2014

Date: Thursday, May 15, 2014
Time: 1:00 – 2:30 pm
Location: WCG 322
NOTE: Highlights indicate actions taken/Decisions made
NOTE: Highlights – add to TO DO LIST

Attendees/Invitees

<table>
<thead>
<tr>
<th>Name</th>
<th>Capacity</th>
<th>✓</th>
<th>Contact</th>
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</thead>
<tbody>
<tr>
<td>Cheryl Greengrove</td>
<td>Chair (QuESSt)</td>
<td>✓</td>
<td>cgreen</td>
</tr>
<tr>
<td>Mary Hanneman</td>
<td>Chair-elect (PPPA)</td>
<td></td>
<td>hanneman</td>
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<tr>
<td>Cynthia Howson</td>
<td>Lecturer-at-Large</td>
<td>✓</td>
<td>chowson</td>
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<tr>
<td>Loly Alcaide Ramirez</td>
<td>CAC</td>
<td>✓</td>
<td>alcaide</td>
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<tr>
<td>Julie Masura</td>
<td>QuESSt</td>
<td>✓</td>
<td>jmasura</td>
</tr>
<tr>
<td>Johann Reusch</td>
<td>S&amp;HS</td>
<td>✓</td>
<td>reusch</td>
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<tr>
<td>Lauren Montgomery</td>
<td>SBHS</td>
<td>✓</td>
<td>immont</td>
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<tr>
<td>Mike Zbaraschuk</td>
<td>PPPA</td>
<td>✓</td>
<td>mzbara</td>
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Ex-Officio Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Capacity</th>
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<tbody>
<tr>
<td>Bill Kunz</td>
<td>Interim-Director, IAS</td>
<td>✓</td>
<td>bkunz</td>
</tr>
<tr>
<td>Bonnie Becker</td>
<td>Associate Director</td>
<td>✓</td>
<td>bjbecker</td>
</tr>
<tr>
<td>Chris Demaske</td>
<td>Chair of Chairs</td>
<td>✓</td>
<td>cd2</td>
</tr>
<tr>
<td>Kristina Powers</td>
<td>Staff</td>
<td>✓</td>
<td>kp23</td>
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</tbody>
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Agenda

1. Review and approval of minutes from 5/8/14
2. Vote on adjuncts and affiliates
3. Vote on History major curriculum changes
4. Review edited Teaching and Research Fund Application document
5. Review edited Part-time Review document
6. Review Retention & Spousal hire document
7. Review faculty expectations & extra-merit documents
8. Review voting appendix to the by-laws
9. Review and finalize IAS Assessment Survey questions
10. Review IAS faculty salary
11. Other items from Bill Kunz – IAS Director

NOTE: Lecturer promotion subgroup to give Bill copy of draft combined document - (Turan, Julie, Lauren & Michael)

Discussion

1. Review and approval of minutes from 5/8/14
   a. Changes made
   b. Minutes approved
2. Vote on adjuncts and affiliates
   a. Carl and Stubblefield: advisors teaching TUNIV 250
      i. Needs an academic home
      ii. Not a natural home division there for faculty council must vote and approve as an affiliate instructor per AHR
      iii. As affiliates, they will not be paid as it is part of their job responsibilities
      iv. Vote: 6 yes, 1 no, 0 abstain
b. Rebecca Aanerud
   i. No formal sponsor
   ii. SHS voted in favor
   iii. **Vote postponed due to no formal sponsor and pending more information**

c. Michael Behrens
   i. Sponsored by Bonnie Becker
   ii. Allows to be a part of the DIVE program
   iii. **Vote: 7 yes, 0 no, 0 abstain**

d. Katie Ann-Marie Bugyis
   i. Sponsored by Turan Kayaoglu
   ii. Affiliate status for access to the library
   iii. **Vote: 7 yes, 0 no, 0 abstain**

e. Daniel Burgard
   i. Sponsored by Joyce Dinglasan-Panlilio and Joel Baker
   ii. In conjunction with CUW
   iii. **Vote: 6 yes, 0 no, 1 abstain**

f. Lisa Mighetto
   i. Sponsored by Michael Kucher and Michael Allen in the past
   ii. Has been an affiliate since 2006
   iii. **Vote postponed due to no formal sponsor and pending more information from Kucher or Allen**

g. Michael Pahlow
   i. Sponsored by Ruth Vanderpool
   ii. Has taught math classes at UWT
   iii. **Vote: 6 yes, 0 no, 1 abstain**

h. Sharon Parker
   i. Sponsored by Michael Honey
   ii. Vote: 6 yes, 1 no, 0 abstain

i. Mindy Roberts
   i. Sponsored by Erica Cline
   ii. Teaching stream ecology once a year, active with faculty
   iii. Mentors students over the course of the year
   iv. **Vote: 7 yes, 0 no, 0 abstain**

j. Amanda Swarr
   i. Sponsored by Natalie Jolly and Larry Knopp
   ii. Scholar in women’s studies
   iii. **Vote: 7 yes, 0 no, 0 abstain**

k. Katherine Taylor
   i. Sponsored by Jim Gawel
   ii. Advises students
   iii. **Vote: 6 yes, 0 no, 1 abstain**

l. Shawn Wong
   i. Sponsored by Michael Kula
   ii. Full professor, working with Red Badge project
   iii. **Vote: 7 yes, 0 no, 0 abstain**

3. Vote on History major curriculum changes
   a. Adding history designation and global honors option: US History, European History, Asian, Global and self-designed history option
   b. New honors requirements
   c. Adding tracks vs. options (tracks can be put on CV, option is on your transcript)
   d. Curriculum has no be changed
   e. **Vote: 7 yes, 0 no, 0 abstain**

4. Review edited Teaching and Research Fund Application document
   a. Track in writing
   b. Techcom track has been in development for some time
   c. Core elements based on theoretical, design issues and other professional skills
   d. It is supported by the Institute as it will be a useful major for the student population
   e. Recommendation: add a recognizable line in the subject line for items to be reviewed
   f. **Vote: 7 yes, 0 no, 0 abstain**

5. Application for teaching and research funds document
   a. Changes made to the document
   b. **Document to be sent to Bill for final changes**
IAS Faculty Council Minutes
May 15, 2014

c. IAS FC will review final

   a. Policy on the web page and edited to reflect how IAS Division approve part-time lecturers now;
      updated the document to line up with the current IAS structure
   b. Vote: 7 yes, 0 no, 0 abstain

7. Review Retention & Spousal hire document
   a. To be postponed to a later meeting

8. Review faculty expectations & extra-merit documents
   a. Changes to the language made
   b. Links need to be updated by Kristina
   c. Written for tenure track faculty and not lecturers, therefore lecturer track faculty was added
   d. Lecturer track encompasses all lecturer ranks
   e. Suggested add language to distinguish and make clear what is considered extra meritorious (noted in the document for Bill)
   f. Document to be sent to Bill to update
   g. Document to be returned IAS FC for final approval
   h. Vote for extra meritorious: 7 yes, 0 no, 0 abstain

9. Review voting appendix to the by-laws
   a. Cheryl to work with Forman
   b. Postponed
      i. Option 1: Group to review online and provide comments by 5/23
      ii. Option 2: Review at next meeting and vote for changes to the bylaws at the retreat in September
   c. The vote on the voting is not incorporated in the bylaws therefore the vote of the appendix bylaws will be postponed as assessment is needed

10. Review and finalize IAS Assessment Survey questions
    a. "Ruth questions" reviewed and edited
    b. Kristina to send updates to Cheryl and set-up discussion board for more input
    c. Survey results to be due 5/30
    d. Results to be presented at IAS retreat in September

11. Review IAS faculty salary
    a. What percent to do across the board?
    b. Across the board preferable
    c. Address compression before extra merit
    d. Bill to work on allocation and share with Chair and Chair elect
    e. Does not impact the steps being discussed in faculty senate
    f. Will be posted to catalyst site for review

11. Other items from Bill Kunz – IAS Director
IAS Faculty Council Minutes
May 15, 2014

DO LIST: (CG Organize catalyst site with Kristina - DONE)

1. IAS Faculty Council to Review:
   a. IAS Summer money application guidelines, process, best practices and how best to showcase how $$ are being used – in process – Kristina put up on IAS faculty catalyst site
   b. Scheduling guidelines and low enrollment policy developed this summer (bring in Emily) – DONE 2/24/14 – Chris implementation BMP document to 4/17/14 FC mtg.
   c. New UG majors process –DONE at 3/7/14 mtg. – take to IAS 3/14/14 for vote
   e. Salary workgroup recommendations from last year – starting this spring qtr.
   f. Space recommendations from last year
2. Should Faculty Assembly Executive Council be representative of divisions in the future?
3. Re-visit extra merit process – spring qtr
5. Follow-up on finding out who will be doing what annual reviews
6. Discuss budget transparency process with Bill
7. Summer:
   a. Who gets to teach?
   b. How is it decided?
8. Guidelines for minimum qualifications for PT lecturer hires
9. $ to Divisions
10. Guidelines for senior and principal lecturer needed – assigned group to research and bring back information and recommendations – Bonnie (replaced by Turan), Lauren Montgomery & Julie Masura – bring to 4/3/14 FC meeting
11. Low grade minimum
12. Teaching Evaluation Assessment Guidelines
13. How do we do recognition?
14. Advisory Board priorities input
15. Advisory vote by divisions on T&P?
16. MAIS questions – address at 3/7/14 meeting – invite Riki & Emily – see to do items in minutes associated with this
17. Student Representative for shared leadership – how do?
18. Clean-up lecturer voting process
19. How solicit IAS faculty input
20. IAS staffing
21. IAS representation on committees