

UNIVERSITY OF WASHINGTON TACOMA
Faculty Assembly Executive Council (FA EC)

Minutes

Thursday, January 20, 2011

MAT-352

12:30 – 2:00 p.m.

Attendance: Marcie Lazzari, Chair; Zoe Barsness, Vice Chair; Linda Dawson, Marjorie Dobratz, Charles Emlet, Ehsan H. Feroz, Diane Kinder, George Mobus, Mark Pendras, Peter Selkin, Tracy Thompson, Charles Williams; Beth Rushing, Vice Chancellor for Academic Affairs *ex-officio*

Guests: Chancellor Patricia Spakes, Derek Levy, Travis Mears

Absences: Donald Chinn, Emily N. Ignacio, José Ríos

1. **The EC minutes from January 5, 2010 were approved with minor adjustments.** Tracy Thompson moved to approve the minutes, George Mobus seconded, and they were unanimously approved.

In the future we will add “excused absences” to the minutes.

2. **Updates from Chancellor Patricia Spakes and Beth Rushing, Vice Chancellor for Academic Affairs**

- Advising Coordinating Candidates – All candidate interviews will be completed by the end of the week. One candidate will be hired before the new advising center is finished.
- Advising Center and the Academic Advising Council – Before Christmas the council worked on a list of Advising Center Policies and Procedures. The council will meet today to confirm this list and to clarify their responsibilities as advisors. The Advising Council has a projected estimate on the distribution of advisors to students across the campus.
- New degree proposals – Academic Affairs is working with Robert Corbett to ask for an extension on the History and MA in Community and Metropolitan Studies proposals. Once new programs are approved by the Higher Education Coordinating Board (HECB) there is a three year window to launch the program and right now UWT does not have the resources. Other upcoming proposals which will need an extension are Hispanic Studies. The proposals will come to the Academic Policy Committee (APC).

Comments

- **Evaluating the Centralized Advising Model:** George Mobus asked about what measures will be in place to evaluate the new centralized system of advising to ensure UWT students are getting better advising. It has an impact on the programs.

Chancellor Spakes suggested the new centralized advising system can look at parts of the NESSE systems data. Rushing also suggested that Academic Affairs knows they need a plan to evaluate the new advising system, like completion rates and the number of credits students graduate with. Jim Posey can target students with a small set of questions on the winter survey. Rushing also mentioned Foundations of Excellence.

- Mobus was most concerned about how advising impacts the classroom within the program.
- Tracy Thompson asked if baseline data on the performance of the advising function was not available for use as a pre-change assessment of effectiveness. She also suggested a pre-assessment in the classroom on student satisfaction if not and then a continuing one. Rushing was concerned that students are not subject to mandatory advising.

Action: Marcie Lazzari, FA EC Chair suggested faculty should go back to their programs to discuss what indicators can assess quality-effectiveness-efficiency for pre- and post development of the centralized advising model. This feedback should come back to Lazzari and Zoe Barness and it will be forwarded to Rushing.

3. Student Services Specialist for New Student Programs, Travis Mears

Mears oversees the New Student Orientations (NSO), Peer Advisor Program, and the Parent and the Family Affairs Program. Mears asked faculty to participate more in the NSO Advisory Board to develop the content of the NSO. This will help students ease into the process of college life in the classroom. Mears explained that the advisory board deals with a broader picture of how students, based on their identities, will transition into the UW system and be successful here. These are students in their first two years at UWT as well as transfer students. Mears explained further that statistics show that those students who are able to attend a NSO tend to transfer more smoothly to UWT and are more likely to stay. Mears indicated that “Welcome Week” has been extended to every quarter. The NSO is in the process of being centralized including graduate programs. New Student Programs still wants to respect the individual programs’ unique needs to conduct their own form of orientation. Also, the Peer Advisors Program has been expanded to specifically focus on sophomores, transfers, veterans, and international students.

Comment

EC members wanted to clarify their role as faculty in support of NSO. Barsness asked if Mears is looking for faculty contribution in developing the content of the NSOs, serve on the NSO advisory board or to help staff NSOs. She suggested that Mears and his group interview or conduct focus groups with faculty who teach in the Freshman Core and who teach the upper-division gateway courses for each of the programs (e.g., TBUS 300 in Business) for ideas about what type of content is most relevant or needed by students to facilitate their successful transition to UWT. Mears commented, based on her and Tracy

Thompson's feedback that he will look into conducting some faculty focus groups to address the content issue .

4. Oversight Committee Oversight committee of Faculty for the Office of General Education, George Mobus

Since APC passed the resolution to develop the oversight committee, Jose Rios and Mobus have met to discuss how to implement the committee. Mobus is concerned because they are still looking for 2-3 faculty members to serve through the end of the year. Mobus commented on the larger context of his concerns—that finding volunteers to do this important work has been difficult. He also expressed concern that the lack of volunteers suggests we are not doing an effective job mentoring our faculty so that they understand the importance of such service. Some EC members noted that new faculty have been contributing their time across the campus to new and existing committees. Action: Mobus will bring this to the full Faculty Assembly meeting on January 28, 2011. In the meantime Mobus would like the EC to go back to their programs for volunteers. Mobus will send out a thank you, and provide public recognition to those who are stepping up to serve on the committee.

5. International Students – Lowering English language proficiency requirements at UWT

George Mobus, Chair of the Academic Policy Committee brought forth Derek Levy's (Associate Vice Chancellor for Enrollment Services) proposal to reduce the English Language proficiency requirements for International Students.

- This proposal is related to the potential for new revenue
- Lowering the TOEFL requirement to opens up admission for more International Students and brings UWT's TOEFL requirements in line with those of UWS and UWB and our Global Challenge Peer Institutions.
- Mobus wants a way evaluate the costs and benefits of lowering the TOEFL score and other Language proficiency requirements over time. He would like faculty feedback to anticipate existing issues and the potential for problems that International Students might present in the classroom. He would like faculty to discuss the services that already exist to support International Students.
- Faculty should go to their programs to discuss and identify any potential problems that may arise from lowering the TOEFL score as outlined in the proposal
- Levy passed out a memo to respond Mobus' concerns which came from the Academic Policy Committee's review of this proposal. Levy addressed what criteria his office will evaluate, considering FERPA, and other student protections. His overarching concern was tracking student success. Their approach will be to look for potential issues that exist in the classroom for International Students, as their federal status as students is unique in that they are on an F1 visa.
- **Identifying the International Student, Levy** - The International Student Services (ISS) Office is careful to not conflate International Students needs and issues with the entire student population of English Language Learners (ELL) and the wider student

- population, who may be residents or citizens. ISS will consult with the Teaching and Learning Center (TLC) and English as a Second Language coordinator.
- Mobus suggested that Levy consider how culture (from the host country) affects the classroom in the Institute of Technology. He provided some specific examples from his classes. Mobus was concerned about the cultural differences that students bring through their communication. He was concerned about how the host culture impacts the dynamic in the classroom.
 - Tracy Thompson suggested that evaluation of international students' impact on the classroom could include an examination of writing skills, the ability to respond to assignments, and comprehension. Within programs there might be specific classes where Levy should focus to evaluate International Students' success. Levy has proposed an advisory board within the International Student Services office, and suggested that Business and Institute of Technology faculty provide feedback.
 - There are currently 25 International students these students are on an F1 visa. UWT is looking to add 25 more International students, for a total of 50 in the next academic year (2011-2012). Resident immigrants are subject to English Language Proficiency requirements and admitted as transfer students with 2.75 GPA. Additionally, if a transfer student has a 3.0 in two composition classes this student will be admitted. Like all transfer students these resident immigrants might be admitted from a community college with an AA degree. If you have your AA you are not required to take the TOEFL.¹
 - Barsness commented to Levy that they should evaluate the whole population of International Students, not simply those who are identified as having writing and comprehension problems in order to identify those factors that contribute either to International Students' successes or challenges in the classroom.
 - Marjorie Dobratz noted that a high GPA may not be the best indicator for competency in writing.
 - **Cultural Differences** - Levy commented on cultural differences. He noted that UWT will continue to interact and learn from various cultures. Mobus would like faculty to evaluate the amount of work such differences create in the classroom. Zoe Barsness added that UWT will continue to have ELL students given the large number of resident immigrants that UWT draws. Considering this, UWT resources for international students might also benefit the resident population who may need these resources.
 - Rushing noted that last year UWT added the ELL specialist in the TLC and will be requesting permanent funds for this position. Sandra Spadoni was hired in October of last year as the International Student Services Specialist. Levy will be requesting permanent funds for her position as well. Rushing would like to hear from APC about what more is necessary (e.g. faculty development opportunities) to support the success of ELL and International Students on campus. Rushing would like to continue to work with Levy, Spadoni, the TLC, and ISS. Rushing reassured EC that this is not just about increasing the revenue. Rushing wants to prepare students to work together across cultural differences to be better prepared. It is also part of UWT's educational excellence to develop these capacities.

¹ UWT English Proficiency Requirements,
<http://www.tacoma.washington.edu/enrollmentservices/registration/international/english.cfm>

- Charles Williams asked about what types of resources are currently available. Levy assured the EC that Sandra Spandoni and Kelvin not only address issues of student success, but that resources have been set up to comply with the federal obligations to these F1 visa holders.
 - Chancellor Spakes explained that International Students bring diversity to campus. Spakes wants UWT to approach this as diversity brings value to all students. This is the primary value. Second, non resident pays \$20,000 whereas a residential student pays \$8,000. Of the non-residents students, *some* will be international. Increasing non-residents is the overarching strategy. If we have 10- 25 more international students next academic year, that would be doubling how much we currently have. Increasing the amount of international students will be done slowly only with the appropriate resources.
 - **Action:** Mobus will take this back to the APC and vote on the TOEFL and will go back to EC and vote. Levy and Mobus will discuss the details of the APC vote prior to it being taken back to APC.
6. **UWT Budget Presentation** – Chancellor Spakes announced that Beth Luce has developed a marketing plan for recruiting more students. This will be communicated to faculty with a presentation on Monday.
 7. **Vote on Guiding Principles, UWT 2011-2013 Budget** – Tracy Thompson moved to approve the document, Marcie Lazzari seconded and it was unanimously approved.
 8. **Agenda for full FA Meeting** - January 28, 2011, from noon – 2:00 p.m. in WPH Assembly Room
 - Bylaws Changes – UWT wants to clarify the terms of the standing committees. Barsness has reviewed UW Seattle and UW Bothell bylaws. The UWT bylaws are not clear regarding when Faculty Assembly officer and standing committee representative terms begin and end. Following the changes to our bylaws that were discuss by EC this past fall, they will be submitted to and reviewed in Seattle. Once this review is complete, the updated bylaws will go to the Faculty Assembly for a full vote (likely by Catalyst). Barsness will bring a new draft these changes to the next EC meeting. This will also be briefly discussed at the full FA meeting.
 - The full FA meeting will allocate some time for faculty feedback.
 - Chancellor Spakes suggested asking faculty for feedback on enrollment growth.
 - Barsness would like EC to encourage faculty to come to the meeting.
 - Other potential conversations could include summer programs and introduction of fee based programs. Barsness noted that there were limited faculty members at the open budget forum.
 - Pendras would like an update on the second year transition to the Faculty Assembly representative model.
 9. **Feedback on the FCTCP Report to Janet Primomo, Michael Forman, or Zoe Barsness before Thursday, January 27th**

Barsness noted that the next FCTCP meeting is the morning of January 27, 2011 – feedback should come back to any of the three FCTCP members so that they can report back to Tri - campus.

10. Update on the possible impact of budget cuts upon retirement planning

Barsness noted that substantive issues related to faculty are emerging every week. Faculty should be communicating their concerns and observations to the EC representatives and vice-versa. EC representatives should also encourage faculty in their units to be vigilant and to alert the EC representatives or Faculty Assembly officers to any issues which arise in their respective service activities and committees that they think might be of more general faculty concern.

Chancellor Spakes clarified the Governor's budget proposal includes proposed cuts to 6% to the existing retirement plans. She indicated that the UW administration and its lawyers are looking into the legality of this. She indicated that the university is committed to fulfilling its obligations. She asked that existing employees not worry as of yet. It appears at this point that changes will not impact current faculty, but may impact new hires.

11. The meeting adjourned at 2:00 p.m.