

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

Thursday, February 10, 2011

CP-103

12:30 – 2:00 p.m.

Attendance: Marcie Lazzari, Chair; Zoe Barsness, Vice Chair; Donald Chinn, Linda Dawson, Marjorie Dobratz, Ehsan Feroz, Emily N. Ignacio, Diane Kinder, George Mobus, Mark Pendras, Jose Rios, Peter Selkin, Tracy Thompson, Charles Williams, Beth Rushing, ex-officio

Guest: Charles Lord

Absent: Charles Emler, Larry Wear

**1. The EC minutes from January 20, 2011 were approved.**

**2. Updates from Standing Committees**

**Curriculum Committee – Jose Rios**

At UW Bothell a conversation started about the quality of courses at the branch campuses as they compare to UW Seattle courses. This discussion comes from an Engineering Program at UWB, which has not yet been accredited. Specifically, there is a policy proposal on cloned courses, e.g. streamlining the recording of equivalent courses that satisfy program prerequisites for admissions. The language in this proposal needs to be clarified. Rios is concerned about accreditation portion and will look into further.

**Appointment Promotion Tenure – Emily N. Ignacio**

Academic Human Resources in Seattle has specific due dates for non- mandatory reviews. APT is concerned that programs have not been returning non-mandatory cases in by the deadline. Shelby Fritz and Beth Rushing, VCAA suggested they will explore the option of not having a separate deadline for *non – mandatory* cases. This might be helpful and will allow for more time to review files.

**Academic Policy Committee - George Mobus**

The Oversight Committee for the Office of Undergraduate Education (OUE) has not been able to get faculty volunteers. APC recommends that they take on the responsibility of setting the structure for this oversight committee.

**Action:** EC approved that APC should explore this structural work as an alternative to oversight committee for the OUE.

APC forwarded a recommendation from Derek Levy to the EC, which recommends lowering the TOEFL score to 83 for International Students. APC discussed that faculty

time and possibly resources might be needed for all English Language Learners (ELL) students in the classroom. EC acknowledged these concerns as well, but wanted to differentiate this discussion, about the dynamics of these issues on resources in the classroom with the topic of lowering the TOEFL score. UWT is looking to add 25 (for a total of 50) more International Students next year.

**Action:** Tracy Thompson moved to approve to lower the TOEFL score to 83, Emily N. Ignacio seconded, and the EC unanimously approved this policy change.

### **Faculty Affairs – Donald Chinn**

**Teaching Evaluations** – Faculty Affairs is concerned whether this is the right body to work on teaching evaluations. They suggested an ad hoc committee might consist of faculty with more expertise. Rushing suggested that Faculty Affairs also look at the Institute of Technology and Nursing, both of which have guidelines and alternative measures for teaching through peer evaluations.

### **3. Update on Library issues – Charles Lord**

The library will experience major changes driven by student needs. The new library facilities are part of an overall vision to convert the existing spaces to learning spaces e.g. a community center, more access to technology, the Teaching and Learning Center, and Copy Center. Lord asked Faculty Assembly to endorse this overall vision.

**Reporting structure:** The library reports to Rushing, VCAA and Dean of University Libraries. The Online Systems Support and Human Resources are handled at UW Seattle. The Teaching and Learning Center (TLC) staff report to Charles Lord. The TLC space is tight. Because of the limited space, Rushing will be consulted about incorporating space for the TLC in the library construction plans. Recently, the TLC hired Kelvin Keown, English Language Consultant, who supports ELL students. Keown will hold a brown bag for faculty in the near future.

### **The library is an organization of students, faculty, and staff**

- The library is used by the UWT community in both physical and digital (home/personal) ways
- As for the physical library there are community users, with some homeless folks, and there have been issues as space gets tighter. Since, there are issues to be addressed with the homeless community; this is an opportunity for interface. Students are uncomfortable with the non-student community in the library and this should be addressed as a learning opportunity for them.
- E-Journals and Budget Reductions – Because of the increasing costs and state budget reductions, some of the journals are pulling out, some vendors are collapsing, and this is a volatile situation. Faculty should be aware that this is probably not the direct choice of the library.
- Triennial Surveys – this shows what undergraduates say about UWT libraries.

- Library Building – the plans for the building has been a 12 year process. Over the last twelve years Lord was part of the conversations that looked to accommodate students, staff, faculty. In 2008, the libraries went through a master plan and out of this plan collections and student study space showed the current library is at a loss for space. Over the next few years the collections have almost doubled each year. Comparatively, the University of Puget Sound has 20 small group study rooms and much more study space.
- Lord is requesting that no faculty offices be in the library building and will ask that staff be relocated during the construction phase.

#### **4. Reflection upon January 28<sup>th</sup> full Faculty Assembly meeting**

There follow-up meeting scheduled for March 9, 2011, during regular EC meeting time, 12:30 – 2:00 p.m. in W. Philip Hall – Milgard Assembly Room

#### **5. Suggested bylaws changes to be finalized and voted upon prior to being sent to Seattle ([Rules Coordination](#) / “Code Cops”) for review and approval**

- Change the beginning and end of terms from two to three years. Rationale – this staggers members’ terms and increases institutional memory.
  - Zoe Barsness pointed to major changes to the bylaws in article three and four. The changes will define the officer position of the Faculty Assembly. Barsness added language to explain the terms of all the members for all the committees and the member’s responsibilities and duties.
  - Barsness and Lazzari looked at UW Bothell and Seattle to model Tacoma’s Chair and Vice Chair term to September 1- August 31. Academic member representatives begin September 16<sup>th</sup> of the year they are elected and ends June 15<sup>th</sup> on the third year. This term allows for planning for the Faculty Assembly Retreat and to finish the end of the year report.
  - Serving Multiple Terms – Faculty Assembly will limit terms to two consecutive three year terms. Bothell limits consecutive terms to three terms (in two year increments) on any given committee.
  - Note: Rushing suggested a change on p. 9: Strike “Asst. Chancellor for Student Affairs” since UWT does not have one. Alternatively, Barsness will add “Registrar and other appropriate individuals.”
  - Tracy Thompson asked when the proposed bylaws changes should come to all to faculty for a review. Barsness suggested that faculty review the changes before the bylaws go to the [Rules Coordination Office](#). Peter Selkin, Marcie Lazzari, and Barsness will go through the draft before it goes to programs.
  - Additions: Curriculum Committee (CC) must meet through the summer. Jose Rios was concerned that when he leaves his position as Chair on the CC the vice chair should now share the responsibility for attending UWT committee meetings (such as FCAS) and other UW Seattle committees.
- Action:** Pendras moved that a special group review the language of the proposed bylaws changes, Lazzari seconded, and the EC unanimously approved this recommendation.

- 7. Enrollment Confirmation Fee Committee needs a faculty member to serve**  
There will be four to five meetings starting in the next couple of weeks. Rushing, VCAA will send an email to [uwtfac@u.washington.edu](mailto:uwtfac@u.washington.edu) to request faculty service on this committee.
- 8. The Northwest Commission for UWT Accreditation** is a three year process. Rushing, VCAA has been on this committee that has been writing a 20 page document for the Northwest Commission. The document lays out the mission and assessable indicators, which is due March 1, 2011. This document will not solicit Faculty Assembly edits. The committee is very careful to get feedback from UW Bothell (Susan Jeffords). Rushing noted that this draft will suggest that UW Bothell and Tacoma be separately accredited in the next cycle. The proposal will be impacted by the President and Chancellor. Rushing noted that the EC and Faculty Assembly should be heavily involved in the conversations and that Rushing wants to figure out how to get feedback from the campus.
- 9. A formal announcement will go out later that Ingrid Walker will step down from OUE.** Walker will be joining IAS. Rushing noted that she will also talk with the Academic Directors about where to go from this point on.
- 10. 2011-2012 Senate representatives – represent units or the campus-at-large?**  
Postponed
- 11. The meeting adjourned at 2:00 p.m.**