**Faculty Assembly Executive Council Meeting Minutes**

Friday, 01/08/2021, 1:00 p.m. – 3:00 p.m.

Open Public Zoom Meeting

***Present:*** *Chancellor Mark Pagano (During Q & A),Chair Sarah Hampson, Vice Chair Turan Kayaoglu, Past Chair Marian Harris, FAC Chair Jim Thatcher, APCC Chair Menaka Abraham, APT Chair Yonn Dierwechter, Jim West, Katie Haerling, Anaid Yerena, Kathy Beaudoin, Rupinder Jindal , Maureen Kennedy, Amanda Sesko, Mary Hanneman, Monika Sobolewska, Andrea Hill, Sushil Oswal, Jacob Martens, Randy Nichols,,Marisa Petrich, Annie Nguyen.* ***Excused****: EVCAA Jill Purdy, Arindam Tripathy* ***Absent:******Guests:*** *Sharon Fought (Dean: School of Nursing and Healthcare Leadership), Darcy Janzen (Director of Digital Learning)* ***Faculty Assembly Coordinator:*** *Andrew Seibert*

1. **Consent Agenda & Recording Permission**
   * Agenda was approved and recording permission was granted by the Council.
     + Approval of 12/11/2020 Meeting Minutes
       - Edits to minutes
         * Under Section 7, bullet 3: Sub Bullet was revised by Executive Council Representative to give clarity on the discussion on December 11th
       - Motion to approve the Minutes as amended requested by the Chair of Faculty Assembly. So moved by Randy Nichols, seconded by Anaid Yerena.
         * ***Vote:*** *15 yes, 1 no, 3 abstentions*
       - Minutes stand approved.
2. **Announcements**
   * Land acknowledgement
   * The resolution on the Budget did pass from the December 18, 2020 meeting. Faculty Assembly Leadership did pass the resolution to Chancellor Pagano for review. The Chancellor will speak to his response during today’s Q&A session.
   * Faculty Assembly will host a special meeting with Shannon Thompson, Project Manager on an update to the Learning Commons and Engineering Lab Project. In this meeting, the newly anticipated Milgard Hall will also be discussed. You are invited to participate in this meeting which is **Wednesday, January 20, 2021 from 12:00-1:30 p.m.** This meeting will be recorded, and a link to the recording and any other materials from Shannon’s team will be posted in the Faculty Assembly website under the [Quarterly Meetings section](https://www.tacoma.uw.edu/faculty-assembly/faculty-assembly-quarterly-meetings).
   * Faculty Assembly and Office of Community Partnerships will be Co-hosting the 2020 Combined Distinguished Awards Ceremony. This event is scheduled on **Friday, January 22, 2021 from 12:00-2:00 p.m.**
   * Currently there are ongoing discussions among administrative and faculty leadership on how to best help Faculty during and post COVID-19. Faculty Assembly is looking to host discussions on these matters in the near future. Faculty Affairs Committee also indicated that it will be working on this topic for the rest of the academic year.
   * Listening session Feb 17th non-tenure track 12:30-1:30pm
   * Quarterly meeting Feb 19th (update on leadership goals and Title IX workshop) 12:30-2:30pm.
3. **EVCAA Report (Written report)**
   * Although few of us are spending time on campus, work continues on modifying and building spaces to serve the needs of the UW Tacoma community.
     + **Remodeling**
       - Work is nearing completion on a home for the Office of Community Partnerships on the second floor of Dougan.

The BHS 103 classroom is being refreshed. Next door, BHS 105 which was previously shared faculty offices is being turned in 2 breakout rooms. The faculty formerly in this space are still waiting to move to new offices at this time.

* + - **Construction**
      * The Learning Commons (SNO/TLB) is preparing for construction. CEI will be moving into the 1st floor of SNO, the Quant Center is staying on 2nd floor of SNO, and the Writing Center will be moving to 2nd floor of TLB. Library stacks, services and offices will be reconfigured across the buildings.

Engineering Labs on the ground floor of GWP have building permits and are preparing for construction. These will be permanent facilities. The University Bookstore will have a reduced footprint as the space for textbooks was underutilized.

The Milgard Hall project design is wrapping up. The building will be sited next to the Snoqualmie building and the Prairie Line Trail. It will be constructed with cross-laminated timber. Construction is expected to occur July 2021-July 2023 with occupancy in Autumn 2023.

* + - **Parking**
      * The Whitney parking lot addition is open for use. Milgard Hall will reduce parking spaces in the Cragle parking lot. The city is changing how it manages on-street parking to better support the needs of UW Tacoma. Parking at the Tacoma Dome with free light rail access to campus is available. Additional parking options at the Convention Center are being explored.

1. **Darcy Janzen, Digital Learning Presentation & Q&A (See** [**Document**](https://drive.google.com/file/d/1qrwuHDqzFvshiECWaNAhM1h-_siT7XDh/view?usp=sharing) **with information from Darcy and the Digital Learning Team)**
   * Questions for Darcy Janzen
     + A Faculty member had a question about how to access the Canvas cheating course for Faculty
       - Darcy recommended getting in touch with her. The iTech Fellows program is also being reviewed to advance the skills of those who are already teaching Distance Learning Courses.
     + The Chair of Faculty Assembly asked for Darcy to give feedback on the Resolution Proctoring Ban and how tools like Zoom could be used
       - The Proctor U Contract ended 3 years ago, however they continued to allow the University to utilize their resources for proctoring because only a few professors utilized their services. Proctorio contract will end if Seattle does not renew the contract. Darcy added that with those services gone that keeps Zoom, however Zoom is not intended for online proctoring.
         * For those students who are anxiety ridden and have their cameras on, Zoom can make it more complicated for the student, so that is not an ideal situation either.
         * Some Faculty members are opting for Zoom sessions that are open to field questions instead of timed assessments.
     + The Chair also mentioned that UW Bothell has an exemption made for their proctoring ban. The Chair of UW Tacoma asks Darcy to comment on what an exemption process might look like on this campus.
       - UW Bothell may be revisiting their ban for many reasons. For the exemption, they do no go through the Digital Learning Office, but through their Office for Student Conduct, which might be an option here.
     + How do Faculty reach out for assistance?
       - Darcy recommended to send an email to [her](http://directory.tacoma.uw.edu/employee/janzen) or [Chris Lott](http://directory.tacoma.uw.edu/employee/clott), Seattle, or the [dlhelp@uw.edu](mailto:dlhelp@uw.edu) email which is in the process of being created by IT. The [athelp@uw.edu](mailto:athelp@uw.edu) email will be retired once this new email is created. Marisa Petrich, Instructional Design Librarian can also assist. Darcy recommended to subscribe to their [blog](https://sites.uw.edu/atuwt/)
     + Darcy reminded the Executive Council that we are not teaching online, that we are rather in a remote emergency teaching situation, and that even though Faculty are teaching online, it is only because of the remote emergency with the pandemic.
     + A question from an Executive Council Representative was raised on how UW Seattle works with Disabled Students in terms of proctoring services and software.
       - Darcy thanked the representative for raising this issue, and said she will look into that inquiry more for the Representative, however she is guessing that it goes through assistive technology offices.
2. **Discussion: Proctoring Resolution Proposal Edits (See** [**Hyperlink**](https://docs.google.com/document/d/1-tESIXsNV7DqJTxIzzT5tb5kfpfa5jfRQhM2hJe8pSQ/edit?usp=sharing)**)**
   * Recap on last discussion
     + The suggestion of this resolution was to not look into a ban ranther a limitation and encourage other methods other than third party methods.
     + If a ban/limitation would happen, what would the exemption look like
       - How might exemptions be handled?
   * Discussion
     + Preface: All Comments or revisions in the document hyperlinked were discussions made by Executive Council Representatives on this document and all suggestions may not be documented in the minutes as all changes made by Faculty were live
     + An Executive Council Representative said that in this there should be clarity what is considered online proctoring
       - Specifically also what is deemed okay and not okay for Zoom usage
     + An Executive Council Representative said they would still like to see this document go through, however in the last two sections of the document offer best practices.
       - Examples given were
         * Avoid surveillance for surveillance purposes
         * Avoid services that may cost more money for the student
         * Explain rationale for the resolution, and its connection to student petition
     + An Executive Council Representative had suggested to use the language from third paragraph earlier to explain online proctoring
       - The Representative also suggested that more support for how to use proctoring tools appropriately should be offered to faculty.
     + An Executive Council Representative had also added to include examples of best practices, instead of practices that are discouraged. Examples of discouraged practices such as: faculty included cameras on over Zoom, or cameras off but share screens required.
       - The Representative stated: We encourage rather than creating a culture of surveillance and distrust we rather focus on policies that foster a culture that values academic integrity and meaningful learning.
     + An Executive Council Representative also suggested to add more examples in the last WHEREAS
       - Text: “WHEREAS, the faculty at the University of Washington Tacoma has made strides in developing and implementing more authentic assessment procedures across schools and units which make cheating less likely and learning more meaningful”
     + Workload for Faculty is a major concern for assessments.
   * The Chair of Faculty Assembly stated that they have heard all sides of this conversation. The Chair is in support of continuing the document because students have asked for this originally. While the language of a “ban” is problematic, the Chair has said this can be a strong resolution document from the faculty governing body discouraging third party services and encouraging other resources.
     + Edits will be made in line with the discussion and the resolution brought back to EC for a vote at an upcoming meeting.
3. **Chancellor Pagano Q&A (See** [**Documents**](https://drive.google.com/drive/folders/1cn0SENH8xOspB4N7uAvNL23s3KGm6hi5?usp=sharing)**)**
   * Chancellor’s brief updates
     + Chancellor Pagano had a Cabinet meeting on Tuesday and Board of Deans and Chancellors meeting on Wednesday
       - Dr. Chris Murry from this Institute for health metrics gave an overview of future predictions. Present was also the Chief Medical Officer and the Dean of the Medical School, President Ana Mari Cauce and Provost Mark Richards.
         * Spring quarter will be identical to Winter 2021 when it comes to teaching, but will do everything possible to get more people on campus when possible. Possibly as early as Summer 2021.
     + The Decriminalize UWT Taskforce has been launched and the Chancellor will meet with the Taskforce Committee when they first meet.
     + The 30th Anniversary Celebration Taskforce has been launched and the Chancellor will meet with the Taskforce Committee when they first meet.
     + Enrollments are one half of 1% up from where they were this quarter last year, but tuition receipts are down.
     + Federal Way hub got a lease. By next fall, there should be an update on that.
     + The Pierce County Coordinating Council meeting happened on December 7th and is looking to not make any changes or additions to budgets and to do everything to keep higher education whole, as higher education is the key to the rebound.
   * Question for Chancellor Mark Pagano
     + Chancellor Pagano had stated that he did receive the Resolution on the budget passed by UW Tacoma Executive Council, and the Chancellor could not recommend the resolution. Chancellor Pagano stated that he did not like the unevenness of the budget resolution and that all units should model the same 10%. The Chancellor does understand the need for transparency and accountability and clarity in the budget.
     + The Faculty Assembly Vice Chair had asked if UW Seattle came to the Chancellor and said that no cuts will be made to the budget if the academic units are not going to go through budget reductions and cuts
       - The Chancellor has stated that he has no intentions of reducing academic units or administrative units. If there is not a budget reduction called by the state or UW Seattle, the Chancellor would want to retrieve the 1.18 million dollars already made on this exercise to invest in new things as was the original plan for that money last fiscal year.
       - The Chancellor said that the hiring process for new faculty must still be approved by the Chancellor and Provost Richards, even if there are no cuts this year, so it is unclear whether new hires can be made.
     + A Faculty member had asked about the vaccination process.
       - See documents hyperlinked above for the powerpoints shared by Chancellor Pagano.
4. **Adjournment**
   * Meeting was adjourned at 2:57 p.m.
     + Next meeting: Monday, January 25, 2021, Zoom