**Faculty Assembly Executive Council Meeting Minutes**

Monday, 01/27/2020, 12:30 – 1:20 p.m.

Dawn Lucien Boardroom (GWP 320)

***Present:*** *Chair Marian Harris, Vice Chair Sarah Hampson , FAC Chair Jim Thatcher (Arrived after Minutes approval), APCC Chair Robin Evans-Agnew, EVCAA Jill Purdy (Until 12:55PM), Arindam Tripathy, Amanda Sesko, Katie Haerling, Randy Nichols, Marisa Petrich, Linda Ishem (Arrived after minutes approval), Ka Yee Yeung-Rhee, Barb Toews, Libi Sundermann, Sushil Oswal (Arrived after minutes approval), Etga Ugur, Chuck Costeralla, Jenny Sheng, Danica Miller (Until 12:53PM), Kathy Beaudoin.* ***Excused****: APT Chair Yonn Dierwechter, Annie Nguyen, Rupinder Jindal.* ***Attending Remotely:*** *None.* ***Guests:*** *Vincent Da (ASUWT President), Serin Anderson (Collections & Budget Librarian).* ***Faculty Assembly Coordinator:*** *Andrew Seibert*

1. **Consent Agenda & Recording Permission**
   * Agenda verified and Recording permission was granted by the Council.
     + Approval of 01/10/2020 Meeting Minutes
       - Motion to approve the Minutes with edits made by the Chair of the Executive Council. So moved by Vice Chair Sarah Hampson, seconded by APCC Chair Robin Evans-Agnew.
       - Edits
         * Reworded sentence in section 3 under Unit Report to show the following:

The School of Nursing and Healthcare Leadership became a school in 2019, and is currently transitioning many of its policies to align with this new structure. For example, there is not an elected Faculty Council at this time. Rather, all School faculty are invited to participate in Faculty Meetings (including the recent margin enhancement exercise). A committee is working to complete an administrative review of the current Director.

* + - * ***Vote:*** *10 yes, 0 no, 3 abstentions*

1. **Announcements**
   * Chancellor Listening Sessions:
     + February 11, 2020/ 12:30-1:30 p.m. /Non-Tenure Track Faculty/

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May 5, 2020/ 12:30-1:30 p.m. / Combined Faculty/ Dawn Lucien Boardroom (GWP 320)

* + [Chancellor’s Deep Dive into the UWT Budget and Processes](https://drive.google.com/open?id=1q3IH7D9lqUG3n_Xp0dCpfHwDT2w_nqmF)
    - January 31, 2020/ 10:00 a.m. – 12:00 p.m.

Jane Russell Commons

* + [Bias Incident Reporting (BIR) Information Session](https://drive.google.com/open?id=1sq7xLLX9DnuEWTWCuVjmYfiWUFOp22RA)
    - February 13, 2020/ 12:30-1:30 p.m JOY 109
  + Removal of Key Topics
    - An executive decision was made by the Faculty Assembly Chair to remove Key Topics. Faculty Assembly Coordinator stated that if representatives had any concerns he would be happy to create a separate document for those who wanted key topics of the meetings. Executive Council Representatives did not object to the removal of Key Topics.

1. **EVCAA Report**

# Distinguished Research Award Nominations:

* + - Nominations for the Distinguished Research Award are open until midnight January 27th at<https://www.tacoma.uw.edu/chancellor/distinguished-research-award>
  + Associate Vice Chancellor for Research Application:
    - The AVC for Research position is open to applications until January 31 at <https://www.tacoma.uw.edu/academic-affairs/associate-vice-chancellor-research-search>
  + **Budget Process 2020 and Budget Units**
    - UW Tacoma uses an incremental budget process; this means that each year new funding requests are considered to be added to the existing budget for each unit. Budget requests are due from all Academic Affairs units in early February. This year in addition to budget requests, Schools are submitting possible reductions and possible margin enhancements. Last year the non-School units submitted reductions and $2.1 million in cuts was reallocated to Schools. Deans will be presenting their budget submissions to the Executive Budget Committee on March 9. Discussion of budgets will occur in EBC and the Chancellor’s Advisory Budget Committee in March and April with decisions by early May. Funding for promotion eligible faculty searches that are underway in 2019-2020 have already been funded for 2020-2021. Requests for searches in 2020-2021 are due February 3 and will be evaluated for funding in 2021-2022. Budget units include:

|  |  |  |
| --- | --- | --- |
| **Academic Schools** | **Academic Administrative** | **Administrative** |
| Milgard School of Business  School of Education  School of Engineering & Technology  School of Interdisciplinary Arts & Science  School of Nursing & Healthcare Leadership  School of Social Work & Criminal Justice  School of Urban Studies | Academic Innov/E-Learning  Educational Outreach  Faculty Assembly  Global Honors/IGE  Library  Office of Research  Office of Global Affairs  Teaching & Learning Center  Undergraduate Education  University Academic Advising  Academic Affairs Office | Community Partnerships  Equity & Inclusion  Strategy & Assessment  Advancement  Student Affairs  Finance & Administration  Information Technology  Chancellor’s Office |

* + **Faculty Council on Tri Campus Policy**
    - The FCTCP met on January 23 to discuss the administrative structure of the UW as a multi-campus institution. UW Tacoma’s 8-member Steering Committee provided input on immediate steps that could improve tri-campus administration and possible models from universities with multiple campuses.
    - Regarding immediate steps, the Faculty Council on Tri Campus Policy plans to recommend:
      * 1.That the chair of the UWT and UWB Councils of Deans be included in the UW Board of Deans and Chancellors meeting (with appropriate technology to support ease of participation), and
      * 2. That a regular quarterly meeting of the President, Provost, Chancellors and VCAAs be established.
    - Regarding multi-campus models, FCTCP members do not seek to copy another institution. They agree work is needed to clarify the intention for UW as a multi-campus system, as structure follows strategy.
    - The next FCTCP meeting on February 20 will include a focus on promotion and tenure processes at the multi-campus UW, a huge point of concern for faculty at both Tacoma and Bothell.

1. **Marisa Petrich – Open Educational Resources (See** [**Presentation**](https://docs.google.com/presentation/d/1d_ACS1-lYujusooceTpVBj6c_utY67143Tn_DCWGym4/edit?usp=sharing) **and** [**Open Educational Resources**](https://guides.lib.uw.edu/uwt-oer) **link)**
   * Questions on Presentation
     + When will the deadline for applications be announced?
       - A call for applications will come in Spring Quarter; the program is the first week of Summer Interim and is a 2 day event.
         * Days are not set yet at this time.
     + Is there a way of being more transparent with Faculty Syllabi regarding the Open Educational Resources
       - That is in the works.
       - Suggestion: Add a question regarding affordability for resources onto the course evaluations to compile data to use for open educational resources.
     + Statement: An Executive Council Representative liked that some of the popular textbooks are available online in the UW Library System.
       - There are challenges with this such as inability to share, adapt, or edit the material.
       - Traditional textbooks are harder for the library to purchase, however, if it is available online, they will purchase it as an ebook.
     + Open Educational Resources are accessible in many ways such as PressBooks, Canvas, or Google Drive.
       - Marisa Petrich in the Library can assist with this process for any faculty member who is interested in creating their own Open Educational Resource for students.
     + How are the other campuses involved in this process?
       - UW Bothell has been actively using OER.
       - UW Seattle was more interested in writing textbooks than the OER.
     + Statement: Community colleges are doing great at implementing OER while 4 year institutions are behind implementation.
     + What is the best starting point for a faculty member utilizing these resources?
       - See online guide (Open Educational Resources link above)
2. **Adjournment**
   * Meeting was adjourned at 1:18 p.m.
     + Next meeting: Monday, February 24, 2020 12:30-1:20 p.m.
       - Dawn Lucien Boardroom GWP 320