**Faculty Assembly Executive Council Meeting Minutes**

Monday, 09/28/2020, 12:30 p.m. – 1:20 p.m.

Open Public Zoom Meeting

***Present:*** *Chair Sarah Hampson, Vice Chair Turan Kayaoglu,Past Chair Marian Harris, EVCAA Jill Purdy, FAC Chair Jim Thatcher, APCC Chair Menaka Abraham, APT Chair Yonn Dierwechter, Randy Nichols, Anaid Yerena, Kathy Beaudoin, Arindam Tripathy, Katie Haerling, Marisa Petrich, Jim West, Rupinder Jindal, Maureen Kennedy, Amanda Sesko, Libi Sundermann, Mary Hanneman, Monika Sobolewska, Andrea Hill, Annie Nguyen, Sushil Oswal, Mark Pagano .* ***Excused****:none* ***Absent:******Guests:*** *Vincent Da (ASUWT President), Diana Falco (2020-2021 Co-Chair: Lecturer Affairs Ad-Hoc Committee), Gregory Lund (2020-2021 Co-Chair: Lecturer Affairs Ad-Hoc Committee)* ***Faculty Assembly Coordinator:*** *Andrew Seibert*

1. **Consent Agenda & Recording Permission**
	* Agenda was approved and Recording permission was granted by the Council.
		+ Approval of 06/01/2020 Meeting Minutes
			- Faculty expressed no concerns over the June 1, 2020 minutes.
				* Motion to approve the Minutes as written made by the Chair of Faculty Assembly. So moved by Sushil Oswal, seconded by Randy Nichols.
			- ***Vote:*** *14 yes, 0 no, 3 abstentions*
			- Minutes stand approved as written.
2. **Announcements**
	* Faculty Assembly Leadership Priorities and Fall Retreat
		+ Please share the Faculty Assembly Fall retreat documents and the Google Document with your units.
	* School/Unit Reports
		+ Like last academic year, schools will be asked to report on topics made by Faculty Assembly Chair and Vice Chair. More information will be provided in the upcoming meetings.
	* Serving opportunities in the UW
		+ Faculty Council on Faculty Affairs (UW Seattle)
			- This individual will serve a 3 year term that will replace previous elected representative Jeremy Davis from SIAS. Deadline for submitting nominations 10/9 to FA Coordinator.
		+ Strategic Plan Coordinating Committee
			- Joe Lawless is seeking five open seats to serve on this committee those interested should please contact him directly.
	* Listening Sessions dates
		+ 30th Anniversary Celebration Listening Session
			- October 2nd, 12:30 p.m.- 1:20 p.m. via Zoom
		+ First Faculty listening Session
			- November 4th, 12:30 p.m.- 1:20 p.m. via Zoom
		+ Decriminalize UW Tacoma Session
			- Chancellor Pagano has asked the Office of Equity & Inclusion to set this listening session. A date will be posted and sent to Executive Council Representatives when known.
3. **Chancellor’s Report - Mark Pagano**
	* Course Readers update
		+ Joe Lawless has found a solution for this. It was recommended to contact Joe Lawless for more information and communication will be made either through Faculty Assembly or through the Office of the Chancellor
	* Other updates:
		+ Chancellor Pagano extends gratitude to the Faculty Assembly Leadership from the 2019-2020 Academic Year and the 2020-2021 Academic year for their summer work
		+ Past Chair of Faculty Assembly Dr. Marian Harris has been hired as Special Assistant to the Chancellor for the Fall to help assist with the Climate Survey.
		+ Instead of choosing to hire the Vice Chancellor for Finance and Administration immediately, Campus Leadership has brought in a consultant. A report will be made right away to see what to do moving forward.
		+ Construction is scheduled to continue for the Milgard Hall
		+ The Faculty Assembly Vice Chair has asked for an update on the review for the Chancellor
			- The President of UW and the Provost will be communicating to the campus
4. **EVCAA Report**
	* EVCAA has a document that will be compiled by Academic Affairs support from all units with information such as issues and questions such as how to support mental health, purchasing textbooks, and IT resources, etc. Once the document is compiled it will be available on the website via FAQ.
	* Office hours when teaching remotely
		+ EVCAA has received messages from several students who are concerned about whether they will be able to meet synchronously one-on-one with their faculty, especially in asynchronous courses. Faculty may want to discuss shared expectations about the minimum times that faculty are available to students, whether scheduled office hours must be held weekly, if office hours can be by appointment only, etc..
	* Remote Monitoring of student test-taking
		+ Students and faculty have raised serious concerns about these tools, such as Proctorio that is integrated into Canvas. UW Tacoma students have identified numerous equity concerns in their [petition](https://www.change.org/p/university-of-washington-tacoma-students-and-faculty-ban-online-proctoring-at) seeking to ban these tools. The difficulty of using the tools can be significant: one staff member found that it took three hours and a reinstallation of his browser to gain entry to a test set up for remote proctoring. The efficacy of these tools is also in question: the program flagged a tester as likely to be cheating because he looked down at the keyboard when he was typing. UW [Bothell faculty](https://www.uwb.edu/gfo) have chosen to ban use of online proctoring, and students would like UW Tacoma faculty to consider doing the same.
5. **Teaching Professor Representation Discussion- Diana Falco and Gregory Lund, Co-Chairs of Lecturer Affairs Ad-Hoc Committee**
	* Brief synopsis of the History of this Ad-Hoc Committee
		+ In Fall 2012, Executive Council created the Lecturer Affairs Ad-Hoc Committee in response to issues that Lecturers (Teaching Professors as of 2020) had on the campus.
			- This Ad-Hoc Committee has continued its existence since then in an Ad-hoc form to serve both full-time and part-time Lecturers or contingent and contract Faculty on campus as an extra voice on shared governance.
				* The goal for this Committee is to exist in a more formal way, in which a proposal was made in 2019-2020 Academic year, however due to COVID-19 and the Pandemic, Faculty Assembly Leadership had to cancel meetings and/or put guest speakers to the 2020-2021 Academic year to continue previously scheduled Agenda items.
		+ Non-Tenure Track Forum Proposal
			- The committee is named “Non-Tenure Track Forum” to include both part-time and full-time Faculty in the Teaching Professor Ranks.
				* This Committee will still be a sub-committee under Faculty Affairs with no support from the Faculty Assembly Coordinator.
			- The Non-Tenure Track Forum Proposal was seen by Faculty Affairs in 2020 before and during the COVID-19 pandemic in person, then virtually during the pandemic. The two Co-Chairs of the 2019-2020 Lecturer Affairs Ad-Hoc Committee did receive approval from Faculty Affairs on March 15, 2020 in the 2019-2020 Academic Year.
				* In this proposal, the Co-Chairs of the proposed Forum would become Ex-Officio’s of the Faculty Affairs Committee
	* Faculty Assembly Leadership has requested that Executive Council Representatives bring the proposal to your units and collect feedback for a full discussion in the next meeting on October 9, 2020.
	* Questions for Co-Chairs
		+ Will part-time Faculty have a vote in this proposal?
			- Only who are full-time will be able to vote, however part-time Faculty will be able to otherwise participate in the forum
6. **EC Ad-Hoc (2020-2021) Budget Advisory Committee Proposal**
	* Proposal overview
		+ Faculty Assembly Leadership would like Faculty representation in Executive Budget Committee discussions about COVID-19 related reductions
		+ Faculty Assembly Leadership is looking to make this one year comprised of Faculty with budgeting skills or those who have interest in the campus budgeting process. The Committee will be provided with provisional documents and discussion items from Executive Budget Committee and the Chancellor’s Budget Advisory Committee to advise the Faculty Assembly Chair on what is best for Faculty as a whole.
			- Proposed membership of 7 members (including Faculty Assembly Vice Chair)
			- Proposed Criteria
				* Demonstrated experience in university budget processes and/or demonstrated interest in these processes
			- Proposed nominations
				* Statement of experience and/or interest in university budget processes and why you are interested in being a part of this committee specifically.
			- Recommend to send Call for Nominations for interested candidates.
	* Input from Executive Council and members
		+ There was a question whether all Faculty would be eligible rather than Executive Council members, and all full-time faculty members are eligible
		+ It was suggested that the scope of the committee be communicated clearly in the call for nominations
		+ Chancellor Pagano has said that he supports this Committee to give all Faculty the transparency of the budget on the campus.
			- Chancellor Pagano has also offered to help in a couple of meetings with training of the individuals in the Committee.
7. **Adjournment**
	* Meeting was adjourned at 1:21 p.m.
		+ Next meeting: Friday, October 9, 2020
			- Zoom