**Faculty Assembly Executive Council Meeting Minutes**

Monday, 2/22/2021, 12:30 p.m. – 1:20 p.m.

Open Public Zoom Meeting

***Present:*** *Chair Sarah Hampson, Vice Chair Turan Kayaoglu, EVCAA Jill Purdy, FAC Chair Jim Thatcher, APCC Chair Menaka Abraham, APT Chair Yonn Dierwechter, Randy Nichols, Anaid Yerena, Kathy Beaudoin, Arindam Tripathy, Marisa Petrich, Jim West, Rupinder Jindal, Maureen Kennedy, Amanda Sesko, Jacob Martens, Mary Hanneman, Monika Sobolewska, Andrea Hill, Annie Nguyen, Marisa Petrich,* ***Excused****: Past Chair Marian Harris, Katie Haerling,* ***Absent:*** *Sushil Oswal* ***Guests:*** *Janet Primomo (Faculty Emeritus, Co-Chair of 30th Anniversary Taskforce), Sharon Fought (Dean of the School of Nursing and Healthcare Leadership)* ***Faculty Assembly Coordinator:*** *Andrew Seibert*

1. **Consent Agenda & Recording Permission**
	* Agenda was approved and Recording permission was granted by the Council.
		+ Approval of 1/25/2021 Meeting Minutes
			- Minutes revisions:
				* No edits have been made to the 1/25/2021 meeting minutes
			- Motion to approve the Minutes as written made by the Chair of Faculty Assembly. So moved by Randy Nichols, seconded by Mary Hanneman.
				* ***Vote:*** *16 yes, 0 no, 0 abstentions*
			- Minutes stand unanimously approved as written.
2. **Announcements**
	* Land acknowledgement
	* Listening Session Summary
		+ The Chancellor’s Listening Session which was held on Wednesday, February 17th, 2021 was focused on the Non-Tenure Track Faculty, however other Faculty were also encouraged to attend. Some key takeaways were:
			- Asking to keep mandatory reappointments of teaching faculty in mind when thinking of COVID-19 relief
			- Green space on campus
			- How custodial services have been affected during COVID-19
			- How to best support internal candidates after searches when it comes to feedback to candidates (While staying in the confidentiality agreement).
			- The next Listening Session will be in the spring quarter with emphasis on tenure-line faculty (but all are welcome)
	* Faculty Assembly Winter Quarter Summary
		+ The Faculty Assembly Winter Quarter meeting was held Friday, February 19th, 2021. Chair and Vice Chair of Faculty Assembly gave an update on the goals that were set in the beginning of the Academic Year. Kiana Swearingen and Laura Fey from UW office of Title IX gave a presentation on Title IX
3. **EVCAA Report**
	* **Vice Chancellor for Finance and Administration Search**
		+ The search committee for Vice Chancellor of Finance and Administration is being organized now. The co-chairs have been identified as James McShay and Katie Baird.
	* **Reappointment Clock**
		+ Please make sure that faculty in your unit know that reappointment is tied to the tenure clock, so the clock waiver is the tool to use if an assistant professor would like to delay reappointment review. Contact Casey Byrne in Academic Human Resources for more information.
	* **Future of iTech Fellows**
		+ iTech Fellows was in the process of a redesign when COVID hit. A variety of opportunities for professional development around online teaching and digital learning will be offered going forward, including what is needed to be certified to teach a hybrid or online course. Faculty stipends for completing iTech Fellows will no longer be offered.

Some faculty are wondering if they can just continue to teach remotely. The knowledge we’ve gained from remote instruction offers possibilities for improving access, but the message from UW is very clear that we will continue to be a primarily in-person university. We know at the Tacoma campus that the learning and relationships that happen outside the classroom through an in-person experience is often very important to our students, as well as to our faculty and staff. We also know that many of our students are employed, commuting to campus, and have family and community responsibilities, so digital learning can be really valuable too. The Faculty Senate is working to support faculty conversations that build on our experiences with remote instruction while keeping student learning and access central.

* + **Distance learning and Hybrid**
		- Because UW is planning for in-person instruction in Fall, we are not scheduling courses for remote instruction. Designing a high quality online learning experience is much more than simply teaching remotely. For Fall we are going back to our usual designations and requirements for distance learning and hybrid courses, which require faculty certification.
		- I request that the Executive Council invites Darcy Janzen and Bonnie Becker to come and have a conversation about the distance learning policies we have in place. We need to discuss as a campus whether we want to offer a substantial number of online or hybrid courses, and how this links to serving our diverse students, and what kind of investments would need to be made to be successful. Students are also trying to figure out how to leverage technology in the post-COVID world. The ASUW has requested that the President require faculty to record their lectures, however, this would violate academic freedom, discourage teaching difficult or controversial topics, and raise a host of issues related to privacy. There is a great deal of work to do to plan the future of our campus with respect to digital learning.
	+ The Faculty Assembly Chair had asked a question to EVCAA Purdy regarding the Non-Tenure Track Faculty in the BHS Office. EVCAA Jill Purdy was not aware of this situation and did say that she couldn’t comment on this matter. There was a concern on whether this would continue when returning on campus. EVCAA did state that the process starts around February and campus offices are in flux.
1. **Updates from Faculty Senate/Senate Executive Committee**
	* Recently passed by the Faculty Senate
		+ [Class A Legislation 149:](https://s3-us-west-2.amazonaws.com/uw-s3-cdn/wp-content/uploads/sites/71/2014/05/22165619/149-Final.pdf) Procedures for Promotion.
			- Result: Approved by 85.47% of the faculty casting votes; received final approval from President Cauce became effective on January 13, 2021
		+ [Class A Legislation 148:](https://s3-us-west-2.amazonaws.com/uw-s3-cdn/wp-content/uploads/sites/71/2014/05/22165127/148-Final.pdf) Improving Transparency in the promotion and Tenure Process.
			- Result: Approved by 93.22% of the faculty casting vote; received final approval from President Cauce and became effective on January 13, 2021
		+ [Class C Resolution:](https://s3-us-west-2.amazonaws.com/uw-s3-cdn/wp-content/uploads/sites/71/2014/05/10164209/605.pdf) Concerning equity for caregivers at UW.
			- Result: Received Faculty Senate approval on December 3, 2020
	* Upcoming (Sent to Senate from Senate Executive Committee)
		+ Class C Resolution on Diversity Designation Requirement asking for Tri-Campus Task Force to examine and suggest revisions
			- Locally at the Tacoma Campus, the proposed work for our Diversity Designation Task Force will be put on hold until the final work has been completed from the Tri-Campus Task Force.
		+ Class C Resolution on Chancellor roles asks the President and Provost to correct existing contradictions about these roles in the code.
			- This proposal is calling on the President and Provost to correct the roles on their respective campuses. Currently they are classified as Deans according to code and sometimes classified as Chancellors. The President has agreed to sit with the Chancellors in an Executive Session that is separate from the Board of Deans and Chancellors.
2. **School of Education Report (See** [**Unit Report Folder**](https://drive.google.com/drive/folders/1EzdfhaI1EzLMq7tHnIk6WEMtMZF3d7hy?usp=sharing)**)**
	* Not all information from the unit report was shared in the meeting. For the full unit report, please see the link above in the title of the section.
	* Budgeting process
		+ The Dean and the Director of Operations draft the annual financial plan each academic year and it gets shared at the annual retreat in September.
		+ All Faculty and staff are invited to offer additional ideas, input or feedback on the budget each year, also with the budget reductions this year and last year
			- This year the Faculty Council and the Dean worked close together for several months, and developed a communication plan, a consultation model, and a consensus protocol that they implemented across levels. Stakeholders are involved in this. These are all addressed in all of the School of Education monthly meetings, leadership team meetings, meetings between the Dean, Faculty Council Chair and the Director of Operations, and then finally at the School of Education Faculty Council Meetings (15 meetings this year on budget)
		+ The Faculty Council also serves as advisory to the Dean on all matters related to priorities, resources, and salary allocations.
		+ Quarterly reports of revenue expenses are generated. The expenses are broken down into line items at the School of Education meetings and is shared with Faculty and Staff
		+ Open invitation to attend meetings where budgets are discussed specifically at the Faculty Council Meetings
	* Anti-racist equity, inclusion and diversity work
		+ A 3 year Equity Action plan is in place. It is in the process of being revised. The Race, Equity, and Justice Committee oversees the plan and makes sure all items in the action plan are enforced.
			- The Committee provides recommendations to the Faculty Council and the Dean of the School of Education. The Committee assesses facilities and resources for equitable access, and facilitates mentorship initiatives and reviews curriculum for alignment with the schools mission
			- Next step in equity plan:
				* The Representative stated the next step for the school of education was to do an equity audit across all programs to look for growth, gaps, and strengths in the School. Those are looked at in terms of admission requirements, advising experiences, course field experiences, and any other dimensions applicable to the student experience.
			- The Assessment Committee works with the Race, Equity, and Justice Committee to verify that the data that is captured is the data they should be looking for.
				* Dr. Robin Minthorn is working with Faculty across UWT to create professional development on indigenous education. She worked with the Assessment Committee to develop a protocol that can be used to respectfully engage with communities of color and tribal communities in their partnerships and school of education has adopted the protocol. All Faculty in the School of Education have access to this.
			- The School of Education Faculty is conducting a book study titled The racial healing handbook. They do a 45 to 60 minute activity discussion breakout room around this each month to help Faculty and Staff challenge the privilege, confront systemic racism, and engage in collective healing.

1. **30th Anniversary Task Force Introduction**
	* Charge from Chancellor: To formulate a set of recommendations for how our campus might continue to celebrate its 30th Anniversary, in this coming year, in ways that are appropriate for this time and place in our history.
		+ Members:
			- Justin Wadland (Founding Stories Representative), Nicole Blair (Faculty Representative), Jerrol Anonuevo (Staff Association Representative), BrieAnna Bales (Special Events Representative), Janet Primomo (Faculty Representatives for Retirement Association), Janet Runbeck (Faculty Representative for Alumni Board), Gina Choi (Student Activities Board Representative)
			- Other Participants
				* Brian Anderson, Kirsten Hargett
	* Suggested Partners: The Library and the Oral History Project; Office of Community Partnerships
	* Overarching themes/recommendations discussed by the Task Force in our 2 meetings included:
		+ Celebrate our diversity, focusing on racial equity and justice
		+ Incorporate 30th Anniversary with events likely already happening (Spring Celebration; Haley Writing Awards in SIAS; Oscars (good way to involve students in celebrating 30th Anniversary); 2021 Paint the Park Purple; Grit City Think and Drink)
		+ Showcase and expand the Oral History Project (including campus founders and first 4 graduates of 1991; prior UWT student and alumni award recipients)
		+ Use the 30th Anniversary to look into the future of UWT – academics and community.
		+ How can we tell the story of the campus turning 30 in the middle of a pandemic? It is important to mark this time in UW Tacoma’s history.
		+ Use the 30th anniversary to advocate changing the name of Mt. Rainier back to Mt. Tahoma
		+ New events might include: Lecture series on community history; Movie night at Cheney Stadium; Virtual campus tours of lesser-known historical aspects; Virtual networking event with Alumni industry professionals)
2. **Adjournment**
	* Meeting was adjourned at 1:21 p.m.
		+ Next meeting: Friday, March 5, 2021
			- Zoom