

## Executive Council Meeting

November 1, 2006

### EXECUTIVE COUNCIL MINUTES

In Attendance: Zoe Barsness, Donald Chinn, Steve DeTray, Yonn Dierwechter, Janice Laakso, Julie Nicoletta, Ruth Rea, Patricia Spakes, Marcy Stein, Cathy Tashiro, Alan Wood

Faculty Assembly Assistant: Jamie Kelley

Absent: Greg Benner

Guest: Diane Kinder

The minutes from the previous meeting need minor editing prior to approval.

#### Announcements:

Marcy updated the EC regarding the status of integrating faculty councils and committees. Marcy and Julie had a meeting with Donna Kerr and learned that faculty representation on every committee is not necessary (particularly purely administrative committees). Also, faculty representation on Chancellor's committees does not replace the need for the EC to advise the Chancellor on issues related to budget, strategic planning, etc. For example, Jill and Marinilka (as faculty representatives to the Budget Committee), need to report back to the EC, but the EC will still request information from the Chancellor or her designee.

The Executive Council needs to appoint faculty representatives to the following committees: Strategic Planning, Orientation, and Data Steward Group.

The faculty who have volunteered for the Strategic Planning Committee are: Steve DeTray, Jim Gawel, and Peter Horak, all from IAS. Members of the EC expressed a desire to have faculty reps from other programs as well.

Greg Benner has volunteered to serve on the UW's Leadership, Community, and Value Committee.

#### Old Business:

Marcy and Julie sent out e-mail requests asking program directors to add them to their agendas for program meetings. Education, IAS, and Social Work all agreed to have them as guests. Marcy asked the EC what it thought she should mention about Faculty Assembly to each of the programs. Diane Kinder mentioned that it would be useful to

discuss why Faculty Code is important. An overview of how the Code affects faculty on an individual basis would be a good idea.

Would it be helpful to have Donna Kerr meet with the EC to provide a tutorial regarding the code? Zoe mentioned that it would be useful to focus on some of the specific issues we are currently facing, such as promotion and tenure, and how the Code affects us. Cathy Tashiro said that the Faculty Affairs Committee has been having some difficulty figuring out how the Code affects workload issues. They were wondering which types of workload issues come under the purview of the Bylaws/Code? Is merit review one of them? Marcy suggested that we should have a joint meeting of the EC and Faculty Affairs with Donna and the EC agreed.

Marcy also mentioned that she had a meeting with Donna Kerr and Alan Wood to discuss the promotion and tenure processes on campus. EC members mentioned that it would be useful to have Donna meet with the Faculty Committee on Appointment, Promotion and Tenure as well. We can schedule such a meeting in the future.

Bylaws:

Donna and Gene Kim have reviewed UWT's Bylaws, and there are additional (minor) changes that need to be made before the Bylaws are distributed and posted on the Faculty Assembly website.

Standing Committee Reports:

Cathy mentioned that members of the Faculty Affairs Committee are collecting information on course credit load, numbers of assignments, etc. at both Seattle and Bothell.

Zoe overviewed the first Tri-Campus Council meeting. This year the Council is shifting its focus from one of policy setting to one that will address larger issues, such as where the Bothell and Tacoma campuses fit into the larger university. One such issue has to do with curriculum, while another involves addressing Bothell's and Tacoma's new acceptance of lower-division students. There are many resulting curriculum and programmatic questions at hand. Finally, Zoe reminded the committee that someone will need to replace her on the FCTCP, and the replacement needs to have long-term knowledge of the campus. Pat Spakes thought Mike Kalton or Rob Crawford could both provide a lot of history and expertise in this area, and might be good candidates to replace Zoe on FCTCP.

Related to this discussion, Marcy mentioned that it looks as if there is real movement toward changing the Code to place the Bothell and Tacoma campuses as campuses, not schools and colleges, within the University. The deadline for doing so is winter quarter.

New Business:

Executive Council Goals:

Marcy circulated a handout listing the EC goals discussed at the last meeting. The timelines for each goal still need to be determined.

The goals were: to articulate working relationships between the EC and the Strategic Planning Committee; articulate working relationships between the EC and the Budget Committee; to revise the UWT Faculty Handbook; to generate research support for faculty, and to design more efficient EC work procedures.

In terms of having interface with the Strategic Planning and Budget Committees, reps should be invited to EC meetings on a monthly basis, along with the chairs of the standing committees to improve communication. The EC will need to coordinate discussion of the drafts of the Strategic Plan, and provide information to and obtain review from the faculty at large. Par suggested that with the budget, the EC provide the review and comment because of stringent timelines rather than sending it out to the entire faculty.

UWT Faculty Handbook:

This needs to be revised because it is seriously out of date. The handbook is not currently online because of this. Marcy, Julie, Pat, Alan and Diane will work on the initial revisions. The handbook also needs to be revised by the various standing committees. Zoe mentioned setting up a working session with the EC and the standing committees to update the handbook

Agenda for November 9, 2006: Faculty Assembly will be discussing the goals of the EC for the 2006-2007 year.

The meeting was adjourned at 2pm.