

**Minutes**

**Faculty Affairs Committee Meeting**

November 18th, 2019 / 12:30pm-1:20 p.m. SCI 104

***Members Present:*** *Chair: Jim Thatcher, Wei Cheng, Fei Leng, Sharon Laing, Nicole Blair, Rich Furman*. ***Members Remoting through Zoom:*** *None* ***Members Excused:***  *Rob MacGregor.* ***Administrative***

***Support***: *Andrew Seibert*

1. **Recording Permission/Consent**
   * Recording permissions granted by the Committee
2. **Approval of Minutes from 10/14/19**
   * Motion to approve the Minutes with edits by Chair Jim Thatcher. Moved by Sharon Laing, seconded by Rich Furman
     1. Edits: Before meeting
        + Formatted minutes
        + Added membership
        + Removed missing piece in notes, as committee stated that the minutes were accurate
        + Reworded sentence to show: “Faculty and staff have trouble finding available parking at UW Tacoma.”
     2. ***Vote,*** *5 yes, 0 no, 0 abstentions*
3. **Report of Faculty Affairs Chair- Jim Thatcher (See Hyperlinks attached below)**
   * Faculty Handbook Discussion
     1. Faculty Affairs currently has the Draft Faculty Handbook in their possession. Academic Human Resources Casey Byrne and Faculty Assembly Chair Marian Harris have agreed to speak to Faculty Affairs on January 13th, 2020 regarding any questions they may have on the Faculty Handbook. This Faculty handbook was developed on a response to the Climate Survey and also derived from a Tri-Campus handbook.
        + Questions by the committee
          1. How did the responses from the Climate Survey morph into the Handbook?
          2. How were Faculty in UWT included in the Handbook?

Was this Ad-Hoc?

Who selected who was included?

How did these concerns get filtered in/out of UWT?

What was the level of representation from other schools and programs?

* + - * 1. What were the results for the Qualitative interviews that they needed to address into the Handbook?
        2. Is UW Seattle and UW Bothell also getting a revised and updated Handbook?

This is brought up by a tri-campus initiative, however its still not clearly outlined

* + - * 1. Will there be notes of tracking who implements the best practices?

Tracking of who made revisions

* + - * 1. How is the Document supposed to be used?

Are these guidelines Faculty must adhere to?

Will there be punishment if these are not followed?

* + 1. The Faculty Handbook was uploaded into the Faculty Affairs Google Drive during the meeting for the Committee to reference to
       - Action Item: Administrative Support Andrew Seibert created the following documents during the meeting.
         1. Questions for Faculty Handbook

Chair Jim Thatcher can deliver these questions to Casey and Marian provided the Committee agrees

* + Updates from UWB/Tenured Track Faculty Workload
    1. As of November 18th 2019, UWB has not replied to Chair Jim Thatcher yet. Another email was sent as a follow up on that day.
    2. Chair Jim Thatcher will continue to have dialogue with UWB over this issue in the future
    3. Workload:
       - See [Annual Report COACHE](https://drive.google.com/open?id=1NlgdX17pO32TbtMjr4JAYvlfzMZfuE0l)
       - Workloads between UWB, UWS, and UWT are different
         1. Is there a way to unify a workload that benefits Lecturers and Tenure-Track Faculty
         2. The committee as a whole agrees that this should be brought up to someone's attention.

The representatives on Faculty Affairs will bring the topic of Workload to their respective units for discussion.

* + Lecturer Affairs Committee
    1. There was a call by Executive Council Chair and Vice Chair to disband the Lecturer Affairs Committee. Majority of Executive Council spoke against it. Lecturer Affairs is looking into an alternative to have representation at Executive Council and alternatives to disbanding as an Ad-Hoc Committee. The Chair and Vice Chair of the Faculty Assembly had asked this to be brought up to Faculty Affairs and to have this brought up to EC.
       - There is also a request from Lecturer Affairs Co-chairs to have Lecturer Affairs become a permanent Standing Committee under Faculty Assembly.
       - Lecturer Affairs is undergoing a series of models that
    2. This has been brought to Executive Council in the past.
    3. What are the next steps for Lecturer Affairs Committee?
       - Nicole Blair is also on Lecturer Affairs and had said that if LA is unable to become a standing committee, LA has been going through models of how the committee continues.
    4. The committee has agreed that they need more information, and has requested LeAnne Laux-Bachand, Co-Chair of Lecturer Affairs Committee to come to the December 2nd Faculty Affairs Committee for the following reasons:
       - While there is currently an Ad-Hoc Committee for the Lecturer Affairs, should they become a standing committee, that would also mean that there would need to be a Tenure-Track Faculty Committee.
         1. Workload for Tenure-Track is higher than Lecturers, which is a concern for the Faculty Affairs Committee

Workload remains the same while research expectations increase

* + - * How much representation should Lecturer Affairs have?

1. **Discussion of areas of interest**
   * Parking and General Transportation
     1. Where does the parking funds go to?
        + Does the public have access to the knowledge of the funds?
     2. Some students could not afford parking
        + Action Item: Chair Jim Thatcher will email Bonnie Becker regarding how Parking affects students and data for retention purposes.
2. **Adjournment**
   * Meeting was adjourned at 1:26PM
     1. Next meeting Monday, December 2nd, 2019
        + SCI 104 12:30-1:20