

**Minutes**

**Faculty Affairs Committee Meeting**

March 16th, 2020 / 12:30pm-1:20 p.m. Zoom

***Members Present through Zoom:*** *Chair: Jim Thatcher, Wei Cheng, Fei Leng (Arrival after approval of Minutes), Sharon Laing (Arrived after minutes approval), Nicole Blair, Rob MacGregor, Rich Furman*. ***Members Excused:***  *None.* ***Guests:*** *, LeAnne Laux-Bachand (Co-Chair: Lecturer Affairs Ad Hoc Committee), Jeremy Davis (Co-Chair: Lecturer Affairs Ad-Hoc Committee)* ***Administrative Support***: *Andrew Seibert*

1. **Recording Permission/Consent**
   * Recording permissions granted by the Committee. Recording was started automatically via Zoom.
2. **Approval of Minutes from 02/10/2020**
   * Motion to approve the Minutes with edits by Chair Jim Thatcher. Moved by Rich Furman, seconded by Rob MacGregor
     1. Edits:
        + Before meeting
          1. Removed extra motion of approving minutes. Only one motion was made.
        + During Meeting
          1. No errors were reported by Faculty Affairs Representatives.
   * ***Vote,*** 5 *yes, 0 no, 0 abstentions*
3. **Report of Faculty Affairs Chair- Jim Thatcher**
   * General discussion of the Faculty Affairs Committee:
     1. The Chair has suggested writing to leadership to make Teaching Evaluations optional to report, but not optional to give for Spring 2020 quarter.
        + A committee member also suggested to also have a change in tenure clock for any mandatory review.
        + Faculty should have the choice to either stay online for the spring term or do in person after the 2 weeks online (As of March)
        + Jim Thatcher would like to bring these concerns to the Executive Council.
          1. Action Item: Jim Thatcher will also send an email to Yonn Dierwechter in regards to the Promotion and Tenure concern.

A Draft email will be sent to the Committee

* + - * 1. Action Item: Jim Thatcher will send and email to Chancellor Mark Pagano and EVCAA Jill Purdy

A Draft email will be sent to the Committee

1. **Emergency Response and Preparedness: Updates from contacts- Rob MacGregor**
   * Rob MacGregor would like to check in with the SoE Faculty on the Active Shooter Drill Situation. A follow up will be made when possible
2. **Lecturer Affairs: Continued discussion and updates (See** [**March 5th revision**](https://drive.google.com/open?id=1NV4JYWDwENawWFKAPb2ZIDbteIw67vIQJtlDzEtLq_E) **hyperlinked)**
   * Newest Updates:
     1. Section 2A: 1. Membership
        + The chair of the Non-tenure Track Faculty Forum (Article V, Section 3) will attend Faculty Affairs Committee meetings in an ex-officio non-voting capacity.
          1. This was a request from the last Faculty Affairs Committee meeting
        + Proposed Section 3: Non Tenure Track Faculty Forum
          1. Charge – The Non-Tenure Track Faculty Forum shall serve as a representative body from which Faculty Affairs can receive feedback and consultation on issues related to faculty not on the tenure track. They shall also provide open meetings for, and investigate and respond to issues specifically facing faculty not on the tenure track. Where warranted, this committee shall formulate specific policy proposals and forward its recommendations to the Faculty Affairs Committee. The chair of the forum will attend Faculty Affairs Committee meetings in an ex-officio non-voting capacity.
          2. Membership – The voting membership of the Non-Tenure Track Faculty Forum shall consist of seven full time non-tenure track faculty (regardless of contract length). No more than 3 members may be from a single academic unit (School). Members will serve for a term of one year and can be elected for a maximum of three consecutive terms at which point a member cannot be re-elected for one full year. The forum elects a chair for an academic year; this person will be elected from among its members, by its members, in the Winter quarter of the previous year. The remaining 6 members will be voted upon by all full time non-tenure track faculty at the University of Washington Tacoma during the Autumn of the academic year. Part time faculty should be encouraged to attend meetings in order to discuss issues specific to their positions.
     2. The Committee had no objections to the new revisions listed above and were in agreement with the language
     3. Motion to approve moving forward the Non Tenure Track Faculty Forum. So moved by Nicole Blair, seconded by Rob MacGregor
        + *Vote: 6 yes, 0 no, 1 abstention*.
3. **Discussion of areas of interest**
   * **Parking and General Transportation**
     1. How will post-paid parking be handled? Will Parking and Transportation Services reimburse Students, Faculty, and Staff for those who pay for the Academic Year?
        + Action Item: Jim will send an email to James Sinding in regards to parking fees for Spring Quarter to inquire refunds for Spring quarter
          1. A Draft email will be sent to the Committee
   * **Tenured Track Faculty Workload: Plan**
     1. Chair Jim Thatcher brought back the subject of Faculty Workload to the School of Urban Studies to make a permanent discussion for Faculty Affairs to look into. The School of Urban Studies agreed that it should be something discussed by Faculty Affairs, but it may not get anywhere at this time.
        + Faculty in Social Work and Criminal Justice were very interested
        + Faculty in School of Interdisciplinary Arts and Sciences are in agreement with the statement made by School of Urban Studies
        + Faculty in the School of Nursing and Healthcare Leadership are interested, and would like to know how Faculty Affairs will proceed with this in the future.
     2. How will Faculty Affairs tackle the subject of workload during COVID-19?
        + A Faculty member has suggested to make a proposal to be on par with UW Bothell
          1. This will not sit well with Lectures, as Lecturers will teach 8 courses at UW Bothell, and Tenure Track currently teach 5 at UW Bothell

Some Schools at UW Bothell have still elected to have Lecturers teach at 7

While Tenure Track has 6 courses for UWT, the research work makes the workload heavier.

* + - * 1. Proposal: Tenure Track Faculty should be on par with UW Bothell without increase of Lecture workload.

A Faculty member said that all may have to be on the table due to fairness.

The Chair of Faculty Affairs has said that he does not want to seek an increase in anyone’s workload

* + - * 1. Should the committee bring this back to their units?

Action Item: A Google Doc has been created to come up with questions in regard to Faculty Workload

1. **Adjournment**
   * Meeting was adjourned at 1:28PM
     1. Next meeting Monday, April 13th, 2020
        + Zoom