

**Minutes**

**Faculty Affairs Committee Meeting**

May 18th, 2020 / 12:30pm-1:20 p.m. Zoom

***Members Present through Zoom:*** *Chair: Jim Thatcher, Wei Cheng, Fei Leng, Rob MacGregor*. ***Members Excused:***  *Rich Furman, Sharon Laing* ***Guests:*** *None* ***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 03/16/2020**
	* Motion to approve the Minutes as written by Chair Jim Thatcher. Moved by Rob MacGregor, seconded by Fei Leng
		1. Edits:
			+ No errors were reported by Faculty Affairs Representatives.
	* ***Vote,*** *4 yes, 0 no, 0 abstentions, 2 absent*
3. **Report of Faculty Affairs Chair- Jim Thatcher**
	* Yearly Report Update
		1. Chair Jim Thatcher is in the process of writing the Report. Jim plans to send the draft of approval to Faculty Affairs Representatives in the upcoming weeks. This will then need to be presented to the Executive Council on June 1st, 2020.
	* Update on Faculty Workload
		1. Chair Jim Thatcher said there is no new information at this time. This will be an ongoing topic for Faculty Affairs and will resume in the Autumn Quarter.
	* Vice Chair: 2020-2021
		1. Faculty Affairs needs to nominate a Chair for the 2020-2021 Academic Year. Current Chair Jim Thatcher had said if no one is interested he would be happy to Chair the Committee again in the next Academic Year.
			+ A nomination for Jim Thatcher was made by a committee member for the 2020-2021 Academic Year
			+ Action Item: Administrative Support Andrew Seibert will set up a Catalyst Survey for voting Faculty Affairs Members to vote for the Chair of the 2020-2021 Academic Year. Once votes are counted, the results will be sent via email.
4. **Discussion Scheduling Classes around COVID-19**
	* Chair Jim Thatcher received a concern from someone in the School of Social Work and Criminal Justice, which had raised a concern that with the shift to remote their Chair had agreed to schedule classes at a certain time due to their child care mean, but with the shift to distance learning, then retracted the statement and said they could not comply with the scheduling.
		1. Chair Jim Thatcher looked to see if there was a policy where the University can accommodate the scheduling around other outside needs. Chair Jim Thatcher contacted two people; Academic HR and his Dean in Urban Studies if he knew about this. Academic HR said there was no policy in place, and the Dean of Urban Studies had said that is usually handled in the School level, and if a policy was tried to be written it would be difficult due to disclosing family and care applications.
		2. Chair Jim Thatcher wanted to bring this to the attention of the Faculty Affairs Committee since the Campus is utilizing distant learning in the Summer and possible in the Autumn quarter. How would Faculty Affairs support this and would Faculty Affairs be interested in taking this concern?
			+ Committee members would like to discuss this in more detail, however this will be tabled to have the Faculty Affairs member that presented this concern address this.
5. **Discussion of areas of interest**
	* **Parking and General Transportation**
		1. Everyone has received refunds from Parking and Transportation at this time for Spring and possibly for Summer
6. **Future Goals: Faculty Affairs 2020-2021**
	* Budgets/Budget cuts
		1. A Faculty Affairs Member recommended to keep an eye on these two topics to be ready to examine, explore, and address concerns.
	* Emails
		1. It was recommended to flag emails that may be of concern and those concerns could be addressed in the Autumn Quarter
	* Action Item: Administrative Support Andrew Seibert will create a Google Doc in the Faculty Affairs Shared Drive. Members can use this document to add their concerns and goals for next Academic Year
7. **Adjournment**
	* Meeting was adjourned at 1:03PM
		1. Next meeting Monday, June 8th, 2020
			+ Zoom