

**Faculty Affairs Committee Meeting Minutes**

October 18th, 2021 / 12:30pm-1:30 p.m. Zoom

***Members Present through Zoom:*** *Chair Sharon Laing, Yonn Dierwechter, Wei Cheng, Ehsan Feroz, Alex Miller, Diana Falco (Filling in for Ken Cruz), Christopher Knaus, Margo Bergman (Chair, Non-Tenure Track Faculty Forum)*. ***Administrative Support***: *Andrew Seibert*

1. **Recording Permission/Consent**
   * Recording permissions granted by the Committee. Recording was started automatically via Zoom.
2. **Approval of Minutes** 
   * **Minutes from 9/20/2021**
     + Edits:
       - No edits were made to the September 20, 2021 Minutes.
     + A motion was made to approve the minutes as written. So moved by Ehsan Feroz, seconded by Wei Cheng
       - ***Vote:*** *4 yes, 0 no, 3 abstentions*
   * Minutes are approved as written.
     + New membership
       - Yonn Dierwechter (2021-2024)
       - Diana Falco (Filling in Autumn 2021 for Ken Cruz)
3. **Review Charge from EC again (Additional item presented)**
   * **Additional Item (This Charge replaces the mentoring charge originally tasked to Faculty Affairs Committee. Mentoring is now tasked to Interim EVCAA Dr. Ali Modarres):**
     + New Charge #3: Lead discussions on the challenges international Faculty face at UW Tacoma and provide recommendations to address these challenges
       - Deliverable 1: Collect information from the international Faculty on the challenges they face at UW Tacoma. Reach out to program administrators at the schools and Academic Human Resources to learn about legal and bureaucratic challenges faced by the international Faculty
         * Target deadline: Winter 2022
       - Deliverable 2: A 3-5 page report on the challenges international Faculty face, submitted to EC, that includes recommendations to address these challenges
         * Target deadline: Spring 2022
4. **Updates from Non-Tenure Track Faculty Forum** 
   * Margo Bergman, Chair of the Non-Tenure Track Faculty Forum had the following to report
     + The NTTFF met last week and had two long-term Agenda items that were discussed in this meeting.
       1. Climate Survey implementation team recommendation about how to discuss Non-Tenure track rights in the Faculty Code
          - The NTTFF felt that there needs to be more training for all faculty on the rights of the Non-Tenure Track, however they felt that it should come from Leadership. The forum is considering having a discussion with Faculty Assembly Chair Turan Kayaoglu and Vice Chair Menaka Abraham on how best to accomplish this. If the NTTFF were to lead the training they would need financial support from Faculty Assembly Leadership as it would be an increase in service load.
       - Scholarship requirement for the Teaching track under promotion
         * Under Faculty Code, it states that scholarship is part of the tenure track, non-tenure track, and teaching professorial tracks. It clearly states that the scholarship requirements do not have to be published papers, however some departments such as pottery or dance do not publish papers for their tenure.

If Scholarship is required, how is it reported and measured?

What is the difference between the Tenure Track and Non-Tenure Track at this time?

Former APT Chair Yonn Dierwechter thanked Margo for bringing this up and knows it isn't a priority, however, would hate to see this concern not get raised.

Margo would like to see Teaching Professorial ranks be a part of APT

* + - Chair Sharon Laing thanked Margo for bringing these items to the attention of Faculty Affairs and asked to let her know if Faculty Affairs should help facilitate the goals for the Non-Tenure Track Faculty Forum

1. **Discussion on Faculty Workload**
   * Identification of key problems and issues to be addressed
     + Discussion
       - Diana Falco raised that scholarship requirement could be an additive to the workload for Non-Tenure Track Faculty and to be included in guidelines for NTTF
         * Chris Knaus asked how research and scholarship fit within UW Tacoma’s urban serving framework and to specifically address this if possible.

Chris Knaus noted the productivity of senior Faculty during discussions

Ehsan Feroz mentioned FAC should not address this issue, rather productivity of senior Faculty is possibly a School level concern

* + Discussion of solutions to address problems at the campus-level
  + Proposed timeline (FAC is charged with providing a 3-5 page report to EC at 11/29 or 12/10 EC meeting): Proposed timeline:
    - *10/18 FAC Meeting*
      * Review identified challenges from surveys
      * Workgroups formed and begin work of outlining solutions to identified problems
    - *11/15 FAC Meeting*
      * FAC workgroup proposed solutions and a cost analysis from research
      * Work on draft Resolution to submit to EC
    - *11/19 online work?*
      * Resolution to be reviewed and voted on by FAC members via email votes
      * Resolution to be forwarded to EC for review at its 11/29 or 12/10 meeting
  + Discussion on Timeline and goals for both Tenure Track and Non-Tenure Track Workloads
    - Wei Cheng has said the School of Engineering & Technology has gathered some data on TT faculty research activity. The data states that they work extra hours for research.
    - Diana Falco said the School of Social Work & Criminal Justice is discussing the Community Engaged Scholarships where it takes a lot of time and doesn’t come with external funding or opportunities for external funding for a while. She recommends asking questions on that. This can apply to both Tenure Track and Non-Tenure Track.
      * Diana recommends looking where to begin for each school because the conversations are not always made in each school
      * Chris Knaus also recommended to look into service work specific to female faculty and BIPOC Faculty
  + After discussion, Chair Sharon Laing determined that Committee members are in favor of developing an instrument to gather specific faculty activity data. A Subcommittee will need to be formed within the Committee. There was a unanimous show of hands from all committee members approving to move forward with this.
  + [Peer Institution](https://www.tacoma.uw.edu/ir/peer-institutions) Workload discussion:
    - Ehsan Feroz sees this would be useful, but mentions each school having a different set of peer institutions. He recommends asking schools what is considered their peer institutions.
    - Wei Cheng mentioned that the list that was shown they looked into the Peer institutions when Jim Thatcher was chair. Recommended to look at UW Bothell.
      * Chair Sharon Laing recommended to ask the questions differently and will look into the data that was done last Academic Year

1. **Adjournment**
   * Meeting was adjourned at 1:34PM
     + Next meeting November 15, 2021
       - Zoom