**Faculty Assembly Executive Council Meeting Minutes**

Monday, 10/25/2021, 12:30 p.m. – 1:20 p.m.

Open Public Zoom Meeting

***Present:*** *Chair Turan Kayaoglu, Vice Chair Menaka Abraham, FAC Chair Sharon Laing, APCC Chair Julie Masura, Jose Rios (Filling in for Kathy Beaudoin Autumn 2021), Jim West, Barb Toews, Katie Haerling, Rupinder Jindal, Arindam Tripathy, Sushil Oswal, Julie Eaton, Jacob Martens, Amanda Sesko, Randy Nichols, Mary Hanneman, Marisa Petrich .* ***Excused****:Monika Sobolewska, APT Chair, Interim EVCAA Ali Modarres* ***Absent:*** *Anne Taufen (Filling in for Anaid Yerena 2021-22),* ***Guests:******Program Coordinator:*** *Andrew Seibert*

1. **Approval of Agenda, Meeting Minutes, Permission to Record**
	* No corrections, additions, or removal of Agenda items were requested from Executive Council Representatives. Agenda was approved and recording permission was granted by the Council. Recording the meeting is for minutes purposes only and gets automatically discarded through the Zoom cloud server.
	* The Minutes from 10/08/2021 were approved with the edits suggested. There were no abstentions.
2. **Faculty Assembly Chair’s Report (Turan Kayaoglu)**
	* Chair Turan Kayaoglu had the following key items to report
		+ Past Chair Resignation
			- Chair sent resolution to UWT Chancellor
			- Chancellor asked for a statement from past Chair
				* The past Chair sent a statement to the Chair of the Faculty Assembly. Chair will forward statement to Executive Council (EC)
			- Chair recommended to send any questions on this to the Chair of Faculty Assembly and will let EC know when that meeting happens
		+ COVID-19 relief fund
			- At this time, there are no clear regulations of distributions of funding.
			- Staff Association to take lead in this matter but will be collaborating with Faculty Assembly
		+ Secretary of Faculty, Mike Townsend will be at the zoom meeting tomorrow to address faculty code questions. Please encourage faculty to attend.
		+ Budget details
			- The Chair provided an update on the Executive Budget Committee meetings
		+ Appointment & Promotion & Tenure (APT) Committee Updates
			- Dr. Marian S Harris resigned from APT due to conflict of interest with her new appointment as Vice Chancellor for Equity and Inclusion.
			- Greg Rose was voted by APT to serve as Chair for the 2021-2022 Academic year
			- Faculty Assembly Leadership to meet with APT Chair soon
		+ Representation update
			- After reassessing number of Faculty, Faculty Assembly Standing Committees will have new representation in the following Standing Committees
				* Executive Council

1 added School of Engineering & Technology (SET) Representative

1 added School of Social Work and Criminal Justice Representative

* + - * + APCC

1 added SET Representative

* + - * Questions on Chairs report
			* Many EC Representatives shared concerns with APT and a need for a taskforce per last academic year’s resolution, and concerns on the charge of APT.
				+ Chair of Faculty Assembly shared that he is listening to the concerns and will address this with the APT Chair.
			* Could COVID-19 Resources be used towards Mental Health for Faculty
				+ Chair will discuss with EVCAA or Chancellor on this
			* Can the Statement with the Past Chair be shared outside of the Executive Council?
				+ All items shared to the Executive Council can be sent to others in your units.
1. **EVCAA Search (Turan Kayaoglu and Menaka Abraham)**
	* EVCAA Search Updates
		+ The Chair of Faculty Assembly was made aware that someone made a comment on credentials of the two Co-Chairs of the EVCAA Search and the concerns that they are not on the Tenure Track. The Faculty Assembly Chair wanted to see if the Executive Council had any concerns with the two Co-Chairs.
		+ The Executive Council showed overwhelming positive support for the Vice Chair of Faculty Assembly Co-Chairing this search.
2. **Ad Hoc Budget Advisory Committee Charge Letter (Discussion and possible action, see Appendix A below)**
	* Questions on Charge letter
		+ Were there any additions to the charge from last year?
			- Additional background was provided in the Charge
			- The Chair and Vice Chair of the Faculty Assembly will form a Committee together.
	* A motion was made to approve the charge letter as written (pending edits made by Executive Council). Moved by Mary Hanneman and seconded by Jacob Martens
		+ Discussion:
			- Executive Council would like to see a mixture of members from last year and members from this year
		+ ***Votes:*** *17 yes, 0 no, 0 abstentions*
3. **Adjournment**
	* Meeting was adjourned at 1:20 p.m.
		+ Next meeting: November 5, 2021, Zoom

**Appendix A**

**FA Ad Hoc Budget and Planning Committee--*Draft***

Building on the Faculty Code [Section 23-45](https://www.washington.edu/admin/rules/policies/FCG/FCCH23.html) UW Tacoma Faculty Assembly (FA) [Bylaws](https://www.tacoma.uw.edu/sites/default/files/2021-10/bylaws-changes-final-feb-16-2021.pdf) ask the faculty to advise the administration on budget: “[Executive Council] shall advise the Chancellor and inform the Faculty Assembly on matters of policy regarding faculty promotion and tenure, and on matters involving academic policy, including priorities, strategic planning, resource and salary allocation, and budgets.” (Article V; Section 1 (A))

At University of Washington, [Faculty Senate Committee on Planning and Budgeting](https://www.washington.edu/faculty/senate/scpb/) “advises the administration and informs the Faculty Senate on long-range planning, preparation of budgets, and distribution of funds, with a particular focus on faculty concerns.”

At UW Bothell, the General Faculty Organization’s [Campus Council on Planning and Budget (CCPB)](https://www.uwb.edu/gfo/officers) “serves as an advisory board to the EC on long-range strategic planning, preparation of budgets, and distribution of funds as they relate to issues of concern to faculty.” At UW Tacoma, Faculty Assembly’s Strategic Budget Committee (a standing committee) was [abolished in 2013](https://www.tacoma.uw.edu/sites/default/files/2021-05/uwt_faculty_bylaws_draft_changes_5-10-2013.pdf) and the budget advising role was assumed by the FA Executive Council.

Facing major budget issues in 2020-21, the EC convened the Ad Hoc Budget Advisory Committee to help the FA leadership on budget related issues. Composed of a team of dedicated faculty with experience in working with university budgets, the committee filled an important role in helping the EC to fulfill its budget advisory responsibilities.

*Let it be resolved* that the Executive Council establishes the FA Ad Hoc Budget and Planning Committee to advise the FA leadership on budget and planning at UW Tacoma. The committee’s primary focus shall be upon the development and articulation of strategies to sustain the UW Tacoma’s financial health and to ensure that students, staff, and faculty have the resources, access, and financial stability to enable the UW Tacoma community to thrive.

The committee will have four specific roles:

1. To provide reviews of budget and planning materials requested by the FA Chair and FA Executive Council;
2. Provide detailed input on specific budget requests, academic strategy, and long-term campus planning related to campus growth strategies – including enrollment management; procurement of new, and use of, existing facilities; budget reviews of proposed and existing campus Centers, and other planning and budget issues of importance to faculty;
3. Obtain, review, and communicate budget information in a form most useful to the faculty and provide quarterly reports to the Executive Council and the faculty at large on the state of UW Tacoma's budget and planning;
4. Invite representatives of the campus to provide information, discuss issues, and/or provide guidance critical to planning and budgeting.

The committee will consist of a total of seven members, including the Chair, Vice-Chair, Past-Chair of the Faculty Assembly. It will be chaired by FA Chair or the Past Chair. Other faculty members will be selected with experience or interest in university budgets. Each year, the FA Chair and Vice Chair will propose a set of members for the committee, whereupon Executive Council will discuss and vote on the final committee composition. The committee will meet at least twice each quarter.