**Faculty Assembly Executive Council Meeting Minutes**

Friday, 01/07/2022, 1:00 p.m. – 3:00 p.m.

Open Public Zoom Meeting

***Present:*** *Chair Turan Kayaoglu, Vice Chair Menaka Abraham,, APCC Chair Julie Masura, APT Chair Christine Stevens, Interim EVCAA Ali Modarres (Only for EVCAA Portion), Kathy Beaudoin, Monika Sobolewska, Jim West, Barb Toews ,Katie Haerling, Rupinder Jindal, Anne Taufen (Filling in for Anaid Yerena 2021-22), Sushil Oswal, Julie Eaton, Jacob Martens, Amanda Sesko, Randy Nichols, Mary Hanneman, Erika Bailey, Arindam Tripathy, Andrea Hill, Ellen Moore, Zhiquan (Andy) Shu .* ***Excused****: FAC Chair Sharon Laing,* ***Absent:******Guests:***

***Program Coordinator:*** *Andrew Seibert*

1. **Approval of Agenda, Meeting Minutes, Permission to Record**
	* Chair of Faculty Assembly requested to postpone the following action item:
		+ Serving on the EC: Rights Roles and Responsibilities
			- Replaced with: Expectations in Teaching in January from President Cauce’s email
	* Agenda was approved with the Agenda addition above, 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.
		+ Approval of 12/10/2021 Meeting Minutes
			- Added 3 representatives who were present at the meeting
			- Minutes stand approved as corrected.
				* No abstention.
2. **Introductions/Reports**
	* **Land acknowledgemen**t
	* **EVCAA Report**
		+ Interim EVCAA Ali Modarres had the following to report
			- EVCAA is currently reviewing mandatory and non-mandatory cases for Promotion & Tenure. Currently mandatory cases are completed for review and sent over through Seattle. Non-mandatory cases will be sent in February
			- Searches
				* SIAS Dean

Interim EVCAA will be attending a meeting regarding a new Dean for SIAS shortly after the meeting

* + - * + EVCAA Search (To be discussed in FA Chair/Vice Chair Report)
			* Budgets for Academic Units
				+ Winter Quarter is typically where the budget is reviewed. The Faculty Assembly Chair and Vice Chair are representing the Faculty for budgetary concerns.
	+ **FA Chair/Vice Chair report**
		- **Faculty Assembly Winter Quarter Meeting**
			* The Faculty Assembly Leadership Team has decided to make a priority to Mental Health for Faculty in the Winter Quarter Meeting. A panel discussion will be made. The Faculty Assembly Coordinator sent out a resource which was made by the Interim Vice Chancellor for Equity & Inclusion.
		- **Survey on impact from COVID-19 (Faculty Affairs Committee)**
			* The Faculty Affairs Committee Chair will present the final findings along with data from this survey. This will also be presented to the Chancellor’s Cabinet at the January 25 cabinet meeting.
		- **Tax Office Update**
			* Faculty Assembly Leadership met with the Tax office, and while it did answer some questions, it also added more questions. A follow up meeting with the Director will be coming up.
		- **Switch to remote instruction (See below)**
		- **Switch to Husky Card for Access**
			* Starting Winter 2022, the University will be switching the campus to Husky Card Access only. Please let Students know if you plan to do in-person instruction or labs. Students who do not have a Husky Card, security has volunteered to meet students to let them in buildings on campus.
				+ The Library will not require access via Husky Card.
				+ More up to date information about building access may be found [here](https://www.tacoma.uw.edu/fa/safety/building-access)
		- [**Husky Testing**](https://www.washington.edu/coronavirus/testing/)
			* Faculty, Staff, and Students can still enroll in the Husky Coronavirus testing. See hyperlink.
		- **EVCAA Search**
			* EVCAA search committee has formed the Job Description for the position and a job advertisement will be circulated soon.
1. **Discussion: Expectations in Teaching in January from President Cauce’s email**
	* President Cauce extended flexibility to Faculty delivering their courses until January 28, 2022. The flexibility offers either in-person, online, or hybrid possibilities. Chair and Vice Chair of Faculty Assembly asked for input from the representatives of the Executive Council, and may also work with the Staff Association, as Staff also have concerns. Faculty Assembly Leadership is willing to write a joint-statement with support from Faculty if voted.
	* Key highlights from Executive Council Representatives
		+ Joint-statement
			- Representatives expressed support for a joint-statement of the Faculty Assembly and Staff Association.
		+ Flexibility
			- Representatives requested instead of making decisions individually to make the decision on flexibility in the School or program. A Representative also took a perspective of a student, whether they may have a class on campus or most online, and requested uniformity. Some Representatives are concerned with the lack of notice on this flexibility.
			- A few representatives are saying that the flexibility is helpful for someone who has COVID-19 positive children at home, and to be thoughtful of decisions made by Leadership.
			- There are some concerns of using their own equipment and resources when going remote. One representative noted that Information Technology has loaned equipment to them, while some have concerns of other resources.
			- Many EC Representatives share concerns regarding the flexibility due to doubling the workload, and burnout concerns.
			- A School of Education representative has shared their success during the transition of remote learning such as transitioning the Teacher Certification courses to an online mode in January by vote of the students.
				* Most courses in the School of Nursing and Healthcare Leadership are hybrid this Winter quarter.
			- Interim EVCAA did take notes on this to best capture Faculty needs. The Interim EVCAA did indicate that the decision of starting the first week online, but the decision would be made thereafter depending on the data given close to the timeframe. The Interim EVCAA is in favor of having a collective decision.
				* Vice Chair did state that although uniformity is encouraged, some Faculty may want to teach in person, therefore if one decision was made, how can that be made without imposing on the Faculty members’ freedom
				* Chair of Faculty Assembly anticipates a discussion on this in the Senate level
2. **Discussion: Hybrid/Distance Learning Policy**
	* Executive Council Representatives were made aware by the Faculty Assembly Chair that a vote is not scheduled at this meeting and will be to gather more information. A vote will be made at the January 24, 2022 Executive Council meeting
		+ APCC Chair mentioned that the intention of this policy is to give more access to more faculty to teach Distance Learning and Hybrid modes
		+ Highlights from discussion
			- The approval process is not permanent. The units choose the modality of the course. The APCC Chair wants to ensure that the divisions and schools are thoughtful about what is best for their students in their program, however this is not part of a policy.
			- For the part-time and full-time faculty that are experienced, the APCC Chair recommended the Faculty to go to the Office of Digital Learning for their thoughts and recommendations.
			- Recommendations to make asynchronous and synchronous definitions more clear
				* There are discussions at the tri-campus level about asynchronous and synchronous definitions.
			- APCC and the Office of Distance Learning want Faculty to feel supported and successful in the online course delivery. While evaluation is a tool of assessment, it is an encouraged process, but not required
			- The Tri-Campus policy says that if there is a distance learning course however it is defined, it must go through an approval process. This will go through the Curriculum council (APCC) which includes the proposal, updating University of Washington Curriculum Management Software (UWCM), and a Faculty vote.
				* In 2014, the Faculty at UWT decided that the requirement to have courses evaluated this way would not happen, and instead to adopt iTech Fellows. After completing the training, the Faculty member would have the opportunity to choose the modality. Other Faculty that are not certified would need to be certified to teach it in the modality of their choice.
		+ Information gathered will be sent to the Chair of APCC, and this will be finalized by the January 24, 2022 Executive Council meeting
3. **Academic Plan Process (Moved to Email)**
	* The Academic Plan update has been moved to an email item that will be shared on the Executive Council Listserv.
4. **FA Taskforce on APT: Membership**
	* Proposed members
		+ Jim Gawel (SIAS, Proposed Chair)
		+ Diana Falco (SSWJC)
		+ Bryan Goda (SET)
		+ Steve Ross (SIAS)
		+ Barb Toews (SSWCJ)
	* A motion was made to accept the five proposed members. Moved by Julie Masura, and seconded by Amanda Sesko
		+ Discussion
			- Many representatives shared concerns with missing representation from some schools
			- Recommended to have more Full Professors on this Taskforce. Currently, one proposed member is a full professor.
				* Chair of the Faculty Assembly reached out to over 40 colleagues and 10 were Full Professors. The colleagues that did approach the Chair of Faculty Assembly declined serving on this Taskforce.
		+ ***Vote:*** *14 yes, 1 no, 1 abstain*
			- The Taskforce has been formed. A Proposal was made to make Jim Gawel Chair of the Taskforce on APT. The Executive Council has requested this to be an online vote and will be made as a catalyst survey for voting members of the Executive Council.
				* ***Catalyst Vote (13 Votes total)***: *11 yes, 1 no, 1 abstention*
5. **Adjournment**
	* Meeting was adjourned at 3:09 p.m.
		+ Next meeting: Monday, January 24, 2022, Zoom