Re: Faculty Affairs Committee Charge for 2021-22 Academic Year

Dear Professor Laing,

Thank you for serving as Chair of the Faculty Assembly’s Faculty Affairs Committee (FAC). To provide more transparency and clarity about the work of the Faculty Assembly to our faculty and UW Tacoma students, staff, and administration, the FA’s Executive Council is formally charging each FA standing committee. Following charges are agreed on by EC and FAC Leadership and approved by the Executive Council on October 8, 2021.

**Charge 1. Facilitate the development of school-level faculty workload guidelines.**

**Deliverable:** A draft and submit a resolution to the EC. The resolution should include:

1. The justification for workload study at UW Tacoma schools.
2. Request for deans and faculty councils in each school to address increased workload and workload inequities.
3. Guidelines for possible workload adjustments.
4. Description of a monitoring mechanism for school-level discussions and possible adjustments.

**Timeline:** Fall 2021

**Charge 2. Facilitate informed discussion on the impact of Covid 19 on faculty wellbeing and productivity while working with EC leadership and UW Tacoma administrative leadership to propose strategies that address Covid 19 challenges to faculty wellbeing and productivity.**

**Deliverable 1:** Prepare and conduct a survey to collect information on Covid 19 impact on faculty wellbeing and productivity and faculty’s concerns on returning to in-person teaching.

**Timeline:** Fall 2021

**Deliverable 2:** Submit EC a report (3-5 pages) based on the faculty-level evaluation, including suggested strategies and recommendations to alleviate the impact and for safe return to in-person teaching.

**Timeline:** Winter 2022

**Charge 3. Lead the discussion on the challenges international faculty face at UW Tacoma and provide recommendations to address these challenges.**
Deliverable 1: Collect information from 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.

Timeline: Winter 2022

Deliverable 2: A 3-to 5-page report on the challenges international faculty face, submitted to the EC, that includes recommendations to address these challenges.

Timeline: Spring 2022

We would like quarterly updates regarding each of the focus areas in the form of a short memorandum and a visit to the EC in early Winter 2022 and a full report in FAC annual report in Spring 2022.

We look forward to continuing our collaborative work to strengthen our campus for our faculty, staff, and students.

Turan Kayaoglu
Professor, SIAS
Faculty Assembly Chair

Menaka Abraham
Associate Teaching Professor, SET
Faculty Assembly Vice-Chair