Present Voting Members: J. Ni, S. Norman, G. Seow, H. Smith, G. Viers
Present Non-Voting Members: J. Cao, B. Fuentes
Guests: A. Boloori, N. Haghighi, J. Shin. H. So
Meeting minutes: K. Barker

Meeting called to order at 12:31 pm.
Minutes from June 3, 2022 were approved.

Discussion Items:

1. Faculty Compliance with Open Public Meetings Act (OPMA) Training
   - Autonomous or required?
   - Faculty meetings fall under OPMA training every four years.
   - New faculty must complete autonomous video training within 90 days of hire date.
   - Should faculty be required to submit certificate of completion? Certificate isn’t provided after completion, but Milgard can create a system to track completion.
   - Is it important to keep a record?
     - Compliance is required by the university.
     - Might departments be audited?
   - Discussion
     - Default to university process. If university doesn’t have a mechanism to check compliance, Milgard shouldn’t do anything.
     - There are many required trainings throughout the year, so it would be helpful to post a reminder about training at the beginning of each academic year.
     - There must have been a tracking system in place at some point because historical emails refer to faculty compliance.
     - Milgard can create a new process: ask faculty if/when they’ve completed the training, send the link each year, or send directly to faculty who need to complete the training.
   - Question about the role of the Faculty Council
     - The FC represents all faculty and discusses anything related to Milgard.
     - Bring issues to the entire faculty for discussion.

2. Milgard Hall Updates
   - During SUM 22, a Milgard Hall space allocation committee was formed. Members: Juliet Cao, Sergio Davalos, Gary Viers, and Trish Zander.
     - Discussed work stations and other space planning.
Final proposal was shared with Dean Merchant and UWT Facilities.
Currently, J. Cao and B. Fuentes are working on space planning for the Centers for Excellence and the Dean’s suite.
  - Ribbon cutting on November 11, 2022
  - Move to Milgard Hall scheduled for winter break to have the least amount of disruption to teaching schedules.
  - Communication will continue to flow:
    - Center Directors’ needs including student workers, etc.
    - Media availability for new space; may not be available until SPR 23.
    - Faculty should start thinking about ways to incorporate Milgard Hall resources into courses (Bloomberg Terminal).

Meeting adjourned at 12:46 p.m.
Submitted by Kerry Barker