SIAS Faculty Meeting
Friday, January 13, 2023, 12:30–2:30 pm
Milgard Assembly Room, WPH | Zoom: https://washington.zoom.us/j/97332899565

Proposed Minutes
Attendance: See page 4

AGENDA
1. Land Acknowledgment
2. Approval of Minutes
3. Updates & Announcements
4. Legislation & SIAS Bylaws
5. Digital Learning Policy Task Force Report & Recommendations
6. Budget Presentation
7. Distribution of Modalities – Data
8. Reports & Opportunity for Questions
9. As May Arise
10. Adjourn

Votes/Action Summary
1. Approve the December 9, 2022, Faculty Meeting Minutes as distributed. Motion introduced by Jennifer Quinn and seconded by Leanne Laux-Bachand. There was no discussion. The motion passed. [Yes-48; No-0; Abstain-3]

1. Land Acknowledgment, Welcome, and Ground Rules.
   a. With a quorum present, Faculty Council Chair Bill Kunz called the meeting to order at 12:35 and the group took a moment to reflect on the SIAS Land Acknowledgment before beginning the business of the faculty meeting.
   b. Bill reviewed the SIAS ground rules with the group and the use of Zoom chat in faculty meetings.

2. Approval of Minutes.
   a. Approve the December 9, 2022, Faculty Meeting Minutes as distributed. Motion introduced by Jennifer Quinn and seconded by Leanne Laux-Bachand. There was no discussion. The motion passed. [Yes-48; No-0; Abstain-3]

3. Updates & Announcements.
   a. Welcome new faculty: Gordon Barnes Jr., SHS, and Eliza Heery, SAM.
   b. Hiring Priorities Proposed Timeline: 1/12: Outline timeline to Shared Leadership; 1/27: Chairs submit draft proposals; 2/3: Request feedback at Faculty Meeting; 2/9: Shared Leadership discussion of draft proposals; 2/15: Chairs submit final drafts; 2/22: Faculty Council/Shared Leadership joint meeting; 2/28: Dean's office final prioritization; Hiring info due to EVCAA 3/3/23.
   c. Regular Conference discussion at Shared Leadership Team yesterday, 1/12/23; discussed with the Secretary of the Faculty in December. It was noted that "The chair, dean, or designee should make specific suggestions, as necessary, to improve or aid the faculty member's work" so while the discussion is designed to be forward looking, there is opportunity for reflection.

d. Teaching Evaluation Policy: Approved at March 2022 SIAS Faculty Meeting.
  1. There are 4 pillars: Student Evaluations, Peer Evaluations, Self-Assessment, & Teaching Portfolios.
  2. This needs to be addressed because of recommendations from the Digital Learning Policy Task Force; one student evaluation in each modality is recommended, which is in conflict with the Teaching Evaluation Policy.
  3. What can we implement now?
  4. Natalie is having discussions with EVCAA for campus-level teaching initiatives.
  5. We must take seriously the need to conduct "fair and just evaluation of all faculty, including BIPOC, disabled, LGBT, multilingual and international faculty."
  6. Based on Faculty Code we need "at least one" student teaching evaluation each year. The policy states that faculty can conduct more than one, but should submit only one student evaluation each year. We need robust evaluations of teaching
  7. There will be more info at next Faculty Meeting; take any ideas to your Faculty Council representative.

4. **Legislation & SIAS Bylaws.**
  a. Two types of legislation: Class A & Class B.
  b. Class A legislation: "shall consist of amendments to these bylaws, and to the standards for tenure, promotion, and faculty assessment. By a simple majority, the Faculty Council may propose these amendments. The Faculty Council will forward these proposed amendments to the faculty for its approval as specified in Article IX."
  c. Class B legislation: "shall consist of all other legislation and resolutions including all general policies within the purview of the faculty. This legislation shall be approved by a simple majority of the Faculty Council and requires no additional action by the faculty. The Chair of the Faculty Council Shall notify the faculty of these actions two weeks prior to their taking effect."
  d. Digital Learning Policy is Class A legislation and will be voted on by the faculty; this mirrors what the Faculty Senate does at UW Seattle; first consideration is today and Faculty Council members will facilitate groups and take notes.

5. **Digital Learning Policy Task Force Report & Recommendations.**
  a. Thanks to all the members of the committee; the report was extremely well done.
  b. **Modalities:** What modalities may faculty teach: Follow established UWT Office of Digital Learning (ODL) and Tri-Campus Digital Learning Alliance (DLA) practices to ensure consistency for teaching and student success in distance learning modalities.
  c. **Training & Certification:** Recommend faculty should be certified by the Office of Digital Learning at UWT in order to teach in any of the digital modalities; faculty certification is tracked by ODL and confirmed before courses are entered into the time schedule; faculty, including temporary and part-time lecturers, who are new to UWT will need to be certified by the ODL prior to teaching in a digital modality.
  Groups & Report Out:
    1. The challenge of training is that it can't be separated from teaching in general.
    2. IAS leadership must create a culture of teaching development.
    3. We need formative evaluations.
    4. Recommend implementing the Teaching Evaluation Policy.
    5. We need incentives for faculty to continue to grow.
    6. UWT needs a centralized office to support this like at like UWS and being formed at UWB

7. Work groups for Tri-Campus and Provost's Future of Teaching and Learning Quality and Access.
   d. **Assessment:** How will school conduct assessment of teaching? How frequently should faculty be assessed? Need to implement the Teaching Evaluation Policy; Provide evidence of assessment in teaching reports for merit, reappointment, and promotion; Each modality should be assessed each year; More peer evaluations needed; Regularly assess "digital front door of courses"; As a school we should improve program assessment overall.
      Groups & Report Out:
      1. A lot of concerns about faculty workload and who is qualified to do peer evaluations.
      2. Ambiguity regarding what faculty is being asked to do every year for merit.
      3. How can we get concrete information about the needs and preferences of our students?
      4. We need leadership and support to create standard practices for assessment.

6. **Budget.**
   a. The challenge is that lower enrollment means less tuition leading to "enhanced monitoring," small return on swept vacant faculty lines ($429K asked for and $225 provided), sweeping of vacant staff line salaries, and expected budget cut requests.
   b. Unpaid leaves and late starts have provided SIAS with instruction funds needed to support an AD for Equity & Inclusion, some unexpected curricular needs, and establish the surplus necessary for faculty start-ups and the 2023–24 discretionary budget fund.
   c. Our 74 budget is for one-time commitments; unspent funds are returned to the campus unless claimed as "commitments."
   d. Our 06 budget is for operational expenses and personnel; we are on track with our spending.
   e. Our budget for lecturers is too small.
   f. If you don't plan to use all of your PDF, please let us know so that we can do another round of mini-grants in the spring.
   g. Efficient scheduling will provide a positive instructional budget that will provide start-up and discretionary funds for next year.

7. **Distribution of Modalities – Data.**
   a. A single framework for IAS would not work; Faculty Council may request that divisions and majors create guidelines.
   b. Look at factors regarding course material, course frequency, and course necessity.
   c. Data on Modalities shows the number of seats in each modality and the fill rate, as well as the fill rates by division and the share of total seats.
   d. Total seats: SHS: 1,585, 63 percent online, 11 percent hybrid, 22 percent in person; SBHS: 2,140, 34 percent online, 35 percent hybrid, 32 percent in person; SAM: 4,628, 4 percent online, 5 percent hybrid, 91 percent in person; PPPA: 2,029, 23 percent online, 14 percent hybrid, 64 percent in person; CAC: 3,987, 23 percent online, 27 percent hybrid, 50 percent in person.

8. **Reports & Opportunity for Questions.**
   a. *Faculty Senate.* No report.
   b. *University Bookstore closing.* We don't know how the decision to close the bookstore was made. It was announced at the Chancellor's Cabinet. We need to get better information to our students regarding text books; faculty can include info on their Canvas site.
   c. *Nominate Students for Husky 100.*
   d. *How to Get Your Book Published: A Workshop for Humanities and Social Sciences Faculty.* Thursday, 1/19, 12:30–1:30.

9. **As May Arise / For the Good of the Order.**
    a. None.

10. **Roll Call of Votes.**
    a. Ben read aloud the roll call of the votes for the January 13, 2023 SIAS Faculty Meeting; there were 52 votes, but there were 64 faculty present at the time.

11. **Adjourn.**
    a. The meeting adjourned at 2:32 pm.

Faculty (total attendance: 86):

Ahn, Ji-Hyun
An, Yajun
Bandes B. Weingarden, Maria-Tania
Baran, Jennifer Myers
Barnes, Gordon
Bayer, Ellen
Beasley, Chris
Becker, Bonnie
Blair, Nicone
Bleecker, Joan
Budge, Tyler
Burghart, William
Card, Ryan
Casas, Ruben
Chaffee, Leighann
Chamberlain, Ed
Chavez, Sarah
Cline, EC
Compson, Jane
Davis, Jeremy
De La Cruz, Sonia
Demaske, Chris
Dillman, Joanne
Dinglasan-Panlilio, Joyce
Eaton, Julie
Eccleston, Sara
Erickson, Ander
Eschenbaum, Natalie
Forman, Michael
Gardell, Alison

Gawel, Jim
Greengrove, Cheryl
Griesse, Margaret
Hanneman, Mary
Harvey, Matthew
Heery, Eliza
Heinz, Morgan
Heller, Jutta
Henderson, Margaret
Hershberg, Rachel
Ignacio, Emily
Jones, Ever
Kmail, Zaher
Kennedy, Maureen
Kim, Kelly
Krayenbuhl, Pamela
Kunz, Bill
Laux-Bachand, LeAnne
Lee, Hyoung Suk
Lee, Jeong-Ah
Lovasz, Anna
Ma, Eva
Machine, Augie
Martens, Jacob
Masura, Julie
McMillin, Divya
Meiches, Ben
Miura, Cassie
Modarres, Andrea
Montgomery, Michelle
Moore, Ellen
Nicoletta, Julie

Nutter, Alexandra
Pan, Yixuan
Perone, Luke
Quinn, Jennifer
Ramirez, Dolores Alcaide
Rayermann, Scott
Reusch, Johann
Rose, Emma
Ross, Steve
Sankaran, Saumya
Selkin, Peter
Sharkey, Emmett
Shatunova, Olga
Skipper, Haley
Sun, Huatong
Sundermann, Libi
Than, Duong
Thompson, Riki
Thuma, Emily
Ugur, Etga
Vincent, Jack
Williams, Charles
Woodside, Vanessa de Veritch
Xiao, Y. Jenny

SIAS Staff (total attendance: 7):

Asplund, Jessica
Hendricks, Audrie
Hoover, BethAnn
Jones, Kathleen
Kissoondyal, Jon
Miller, Michelle
Tolentino, Karl

Public / Unknown (total attendance: 1):

Darcy Janzen (UWT staff)