

SIAS Faculty Meeting

Friday, February 2, 2023, 12:30–2:30 pm

Milgard Assembly Room, WPH | <https://washington.zoom.us/j/93254445560>

Proposed Minutes

Attendance: See page 5

AGENDA

1. Land Acknowledgment
2. Approval of Minutes
3. Updates & Announcements
4. Hiring Priorities
5. Teaching Evaluation Policy – Peer Evaluation
6. Tri-Campus Instructional Quality Initiatives
7. UWT Research Report & Funding Opportunities
8. Reports & Opportunity for Questions
 - a. Faculty Senate
 - b. Faculty Assembly Executive Council
9. As May Arise
10. Reading of the Votes
11. Adjourn

Votes/Action Summary

1. Approve the January 13, 2023, Faculty Meeting Minutes as distributed. Motion introduced by Peter Horak and seconded by Haley Skipper. There was no discussion. The motion passed. [Yes-47; No-0; Abstain-1]

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 January 13, 2023, Faculty Meeting Minutes as distributed. Motion introduced by Peter Horak and seconded by Haley Skipper. There was no discussion. The motion passed. [Yes-47; No-0; Abstain-1]

3. Updates & Announcements.

- a. *Building Beloved Communities through Mindful Communication workshop.* Vice Chancellor Ndura invited everyone to attend this workshop on March 10, 2023, from 9 am to 4 pm. She is aiming to fill William Philip Hall with 450 participants. The Climate Survey, UW Diversity Blueprint, and Washington State SB 5227 all mandate a professional development program for equity and inclusion. This will be a hands-on program with no blame or shame.

b. *Dean's Office updates.*

1. Steve Ross shared information about a student threat that was made in SAM. There are many concerns and questions regarding what faculty and staff can do in these situations. We will have a Listening Session on February 17th, from 12:30–2, with representatives from the Office of Student Conduct and Public Safety.
2. Steve is still working on establishing mentoring matches; reach out to him if you have questions.
3. We are starting to set up promotion committees for next year.
4. Faculty merit and regular conference materials are due the first day of Spring Quarter. All faculty need to submit merit review materials; if you aren't sure if you have regular conference this year, reach out to Steve or Jessica.
5. Natalie shared a budget update. We still don't have all of the details, but we are looking at a 5 percent budget cut spread over the next three years. We are expecting a 2 percent cut of the permanent budget in FY 2024, which is approximately \$300,000. Higher enrollment might mean fewer cuts in years 2 (FY 2025) and 3 (FY 2026). The Dean's office will work with Faculty Council to submit a budget plan to EVCAA in mid-March. The budget cuts are being spread equally across the UWT campus.

c. *UW Bothell STEM Update.*

1. STEM School has approximately 90 full-time faculty in 4 divisions—Biological Sciences (14), Computing & Software Systems (26), Engineering & Mathematics (31), and Physical Sciences (18).
2. They have one school-wide faculty meeting per quarter; Divisional meetings vary.
3. School leadership team includes Dean, Associate Dean, Marketing & Communications Manager, Academic Human Resources, and the Assistant to the Dean. The Lab Coordinators, Academic Advisors, and Fiscal Specialist are shared between divisions.
4. Chairs of the divisions have a 50 percent teaching load; chair position is open to both tenure- and teaching-track faculty; larger divisions have a full-time administrator; smaller divisions have a half-time administrator.
5. Promotion process: Review Committee, Division faculty vote, Chair letter, Dean letter, Campus Council on Promotion & Tenure, Chancellor/Vice Chancellor letter.
6. They have School-wide tenure and promotion guidelines, and a Culture Statement to address discipline specific differences, particularly in terms of scholarship; they also have a Public Statement on Promotion & Tenure and Public Statement on Evaluation of Teaching Effectiveness.
7. Promotion guidelines by ranks were written by Faculty Council and approved by faculty vote.
8. The Faculty Council is made up of 4 voting members, one from each division; Chair is one of the 4 members.
9. The Curriculum Committee is made up of the chairs from each division; Chair of CC is the STEM representative to campus curriculum committee.
10. They have a Council on Diversity, Equity, and Inclusion.
11. Faculty Council writes the policy for the School; faculty voting requires a quorum majority in each division to be approved; one division has veto power over the other divisions; the totality of the vote does not matter.

12. Merit review and reappointment review are in divisions; Dean signs off on merit reviews and regular conference letters; some divisions delegate authority for reviews to standing committees.
13. Chairs are direct supervisors of faculty and tenure lines live in the division; chairs are responsible for managing part-time faculty budgets and peer facilitators reader/grader budgets.
14. The IAS School at UWB does not have divisions.
15. SIAS does not have the power to fully departmentalize, however, Andy and Sheila are in active conversation with UW Seattle so that may happen down the road, for now they want us to follow what has been done at the STEM School at UWB.
16. Small groups: What questions do we still have about this model? We'll have a Faculty Council member in each group so that we can discuss any feedback at the next Faculty Council meeting.

4. Hiring Priorities.

- a. The process and timeline were discussed at last month's Faculty meeting.
- b. We have received only one request from PPPA for a religion and international relations replacement for Dr. Turan Kayaoglu, with preference given to specialization in the Muslim world, with comparative work across religious traditions, cultures, and countries.

5. Teaching Evaluation Policy – Peer Evaluation.

- a. We can move forward on this by standardizing peer evaluations.
- b. "This policy requires that we standardize the peer evaluation process as just that: a *process* that includes at least the following four components: a pre-evaluation consultation with the instructor; a quick but meaningful review of course syllabus and any essential course materials (assignment sheets, etc.); an evaluation of a class session using a robust, but flexible template; and a post-evaluation discussion with the instructor."
- c. Action items: 1. Immediately normalize the peer review process to include consultation before and after peer observation to support formative and summative feedback; 2. Conduct faculty workshops and training for the development of peer-observation methodology, such as rubrics and a standardized instrument outlining the review process; Such an instrument will give an added validation; 3. SIAS gives faculty credit in annual/merit reviews for this additional work and each faculty includes information about peer reviews in their report. Such formal documentation of this work will encourage faculty to undertake peer reviews.
- d. Next steps: 1. Discussions with Faculty Council, Shared Leadership, and Dean's Diversity Advisory Council; 2. Meeting with AD Vanessa de Veritch Woodside; 3. Survey current practices in divisions (i.e., process, scheduling, etc.); 4. Identify internal or external mentors/facilitators; 5. Explore the utilization of a rubric.
- e. The Center for Teaching and Learning outlines this same process; the number of evaluations may change, but this is best practice.

6. Tri-Campus Instructional Quality Initiatives.

- a. *Provost Working Group on Quality*; Darcy Janzen is Co-Chair; Libi Sundermann is a member of the group. Darcy is on family leave so we'll have a discussion about this at a later meeting.
 1. The group is charged with: 1. Evolving our current assessment strategies with an eye toward student learning outcomes and authentic assessment; 2. Exploring the intersection of instructional quality with tenure and promotion; 3. Addressing

- legacy academic policies around quality (e.g., distance learning designation);
- 4. Identifying support services for faculty throughout their careers to approach teaching as an ongoing reflective practice;
- 5. Establishing a shared language, common criteria, and processes to promote and achieve quality instruction across modalities;
- 6. How universal design and access for students with disabilities intersects with quality;
- 7. What short- and long-term culture change at the UW would support quality;
- 8. Assessing needs for upgrading and expanding available educational technologies.
- 2. They have subgroups working on student evaluations, self-evaluations, faculty support/professional development, and framework.
- 3. Timeline: Preliminary report based on initial feedback and a plan for eliciting feedback through wider stakeholder vetting and discussion due by March 24th; Final report that incorporates stakeholder feedback and includes prioritized action items and proposals for implementing due by May 31st.
- b. *Faculty Council for Teaching & Learning*; Leighann Chaffee and Rita Than are members.

7. UWT Research Report & Funding Opportunities – Cheryl Greengrove

- a. Cheryl Greengrove is Associate Vice Chancellor for Research; this is a half-time position that began in 2020.
- b. Lisa Isozaki is Director of the Office of Research; OR staff now includes Autumn Diaz, Karen Urlie, and Marlyn Del Cid as Program Operations Specialists, Kara Luckey is the Research Development Consultant, and Kelly Dyer is part time Admin Coordinator.
- c. The current research support model is a collaborative network with resources available to all faculty; the network includes the AVCR, Office of Research, and Research Advisory Committee (RAC).
- d. The RAC is an ad-hoc subcommittee of the Faculty Assembly that was started in 2019; members for 2022–23: Yonn Dierwechter (Chair), School of Urban Studies; Robin Starr Zape-tah-hol-ah Minthorn, School of Education; Alison Gardell, SIAS; Peter Selkin, SIAS, and Sonia De La Cruz, SIAS.
- e. The Office of Research is fully funded by Indirect Cost Recovery funds; the EVCAA funds 50 percent of the AVCR position.
- f. They are building a solid foundation for research and scholarship at UWT with a shared inclusive scholarly identity and support for professional development and research infrastructure
- g. They support the mission of the University and provide help with proposal writing, finding grants, faculty development workshops.
- h. Slides showed the total number of sponsored proposals submitted by unit (SET had the most) and the total funding received per unit (Center for Urban Waters has received the most).
- i. Do you have a one-page research summary? What funding do you need to do your research? Internal and external funding opportunities are available.
- j. Check out the Grants Research Center of the American Association of State Colleges and Universities (AASCU): <https://www.aascu.org/grc/> ; user name: tacoma; password: connection.
- b. Check the OR website (<https://www.tacoma.uw.edu/or>) for available workshops.

8. Reports & Opportunity for Questions.

- a. Faculty Senate.
 - 1. Class A Legislation: ASUWB and ASUWT Members on Faculty Councils and Committees – second consideration.

2. Class A Legislation: Gender Neutral Language in Faculty Code – first consideration
3. Class B Legislation: Gender Neutral Language in the Faculty Code and Governance.
- b. Faculty Assembly Executive Council.
 1. Unit adjustments / COVID relief funds / Legislative updates
 2. Chancellor's Updates: Bookstore closure / Firearms on campus
 3. EVCAA Updates:
 4. Distance Learning (DL) Unit Reports and discussion / Elsevier Updates (UW Libraries) / Paulsen Committee

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 February 3, 2023 SIAS Faculty Meeting.

11. Adjourn.

- a. The meeting adjourned at 2:28 pm.

Faculty (total attendance: 80):

Ahn, Ji-Hyun
 Bandes B. Weingarden, Maria-Tania
 Baran, Jennifer Myers
 Barnes, Gordon
 Bartlett, Alan
 Beasley, Chris
 Becker, Bonnie
 Blair, Nicole
 Budge, Tyler
 Burghart, William
 Card, Ryan
 Cardinal, Alison
 Casas, Ruben
 Chaffee, Leighann
 Chavez, Sarah
 Chamberlain, Ed
 Cline, EC
 Compson, Jane
 Dancis, Julia
 Davis, Jeremy
 De La Cruz, Sonia
 Dillman, Joanne Clarke
 Dinglasan-Panlilio, Joyce
 Eaton, Julia

Eccleston, Sara
 Erickson, Ander
 Eschenbaum, Natalie
 Forman, Michael
 Gardell, Alison
 Gawel, Jim
 Greengrove, Cheryl
 Griesse, Margaret Ann
 Harvey, Matthew
 Heinz, Morgan
 Heller, Jutta
 Henderson, Margaret
 Hershberg, Rachel
 Horak, Peter
 Jones, Ever
 Kennedy, Maureen
 Khalil, Sana
 Kim, Kelly
 Kmail, Zaher
 Koontz, Tomas
 Krayenbuhl, Pamela
 Kunz, Bill
 Laux-Bachand, LeAnne
 Lee, Hyuong
 Lee, Jeong-Ah
 Li, Jonah
 Lovász, Anna
 Machine, Augie

Malik, Bidisha
Martens, Jacob
Meiches, Ben
Miller, Alex
Miura, Cassie
Modarres, Andrea
Moore, Ellen
Nicoletta, Julie
Nutter, Alexandra
Pan, Yixuan
Perone, Luke
Ramirez, Loly Alcaide
Rose, Emma
Ross, Stephen

Selkin, Peter
Sharkey, Emmett
Skipper, Haley
Sun, Huatong
Sundermann, Libi
Than, Duong
Thuma, Emily
Ugur, Etga
Vanderpool, Ruth
Vincent, Jack
West, Carolyn
Williams, Charles
Woodside, Vanessa de Veritch
Xiao, Y. Jenny

SIAS Staff (total attendance: 7):

Asplund, Jessica
Holcomb, Anna
Hendricks, Audrie
Hoover, BethAnn
Jones, Kathleen
Kissoondyal, Jon
Tolentino, Karl

Public/Unknown (total attendance: 2):

Dr. Elavie Ndura (VCEI)
Karen Urlie (UWT staff)