**Faculty Assembly Executive Council (EC)**

**Meeting Minutes**

Friday, 10/13/2023, 1:00 p.m. – 3:00 p.m.
GWP 320/ Zoom

***Present:***  *Chair Huatong Sun, Vice Chair Anne Taufen, Past Chair Menaka Abraham, APCC Chair Julie Masura, APT Co-Chair Matthew Weinstein, FAC Chair Sharon Laing, Kurt Hatch, Jim West, Zhiquan (Andy) Shu, Barb Toews, Andrea Hill, Robin Evans-Agnew, Rupinder Jindal, Davon Woodard, Julia Eaton, Jenny Xiao, Alex Miller, Mary Hanneman, Sushil Oswal, Ruben Casas.* ***Excused:*** *Gary Viers, Monika Sobolewska, Erika Bailey, Margaret Griesse* ***Guests:*** *Louisa MacKenzie (Faculty Senate Vice Chair 2023-24).* ***Program Coordinator:*** *Andrew Seibert*

1. **Opening:**
	* **Land Acknowledgement, Consent to Agenda, Meeting Minutes, Permission to Record, Approval of Meeting Minutes from 09/26/2023**
		+ The Program Coordinator read the Land Acknowledgement. The agenda was consented. Permissions to record for minutes purposes only were granted with no objections. Meeting minutes for September 26th were approved as written with no revisions
	* **Tri-Campus Engagement: Meet with Faculty Senate Vice Chair Dr. Louisa Mackenzie**
		+ Vice Chair of Faculty Senate gave their introduction to the committee. They are excited to work with UW Tacoma, and UW Bothell, and the Senate.
	* **Announcements**
		+ UW Tacoma will be scheduling a listening session with Provost Tricia Serio this year. More information will be given in the future.
2. **Discussion and Action**
	* **Executive Council Orientation Update:** Chair of the FA reported the following she learned from the orientation sessions she scheduled with the Secretary of Faculty after last meeting:
		+ OPMA: The UWT Executive Council is not required to follow the Open Public Meeting Act to align with the practices of other elected faculty councils in Seattle. Consequently, the Chair and Program Coordinator scheduled a meeting on Oct. 18, 2023 with the Office of Public Records to verify this.
		+ Robert’s Rules of Order: The guiding principle is to facilitate the meeting and keep people on track, but not use the rules to thwart and stop things. Robert’s Rules will be used in a less formal way for meeting efficiency.
	* **2023 Faculty Assembly Priorities**
		+ Three priority projects that represent the main charge of each standing committee were presented at the FA Fall Retreat, including FA Bylaws Revision Concerning APT’s charge, the launch of Academic Plan, and Faculty mentoring to support equity across all faculty ranks and identities in connection with workload issue. An online survey was sent out to the UW Tacoma Faculty listserv to solicit faculty feedback about these priorities and additional projects faculty would want to see the FA working on. Online feedback was presented to the EC reps. The following are highlights from this discussion:
			- EC representatives commented that those three priorities are heavy lifting.
			- Faculty agree that Faculty workload and Faculty voice for all tracks of Faculty would need to be a top priority.
				* An update on Faculty workload will be made in Spring 2024 once Faculty Affairs Committee has gathered their findings
	* **Consent Committee Charges for**
		+ Faculty Affairs Committee
		+ Appointment Promotion & Tenure Committee
		+ Academic Policy & Curriculum Committee
			- A motion was approved to 3 charges above
				* ***Vote:*** *20 yes, 0 no, 2 abstentions*
3. **Executive Vice Chancellor for Academic Affairs (EVCAA) Report**
	* The Executive Vice Chancellor for Academic Affairs had the following draft information to report:
		+ Enrollment statistics
			- Enrollment is down slightly (24 students from last year), 4790 total students
			- Graduate students are up by 52 and undergraduate students are down 76 new undergraduates are the highest since 2018 and the second highest ever.
				* Reflects 2 years of decline in cohort size
			- Results from BI-Portal
				* 1-year overall retention increased by 2% (to 85% from 83%)
				* 1-year retention for Students coming to UW Tacoma directly from high school: 79.5%
				* 1-year retention for Transfer students: Close to 91%
				* 6-year graduation rate up significantly at 77.6%

From high school: 64.2%

Transfer students: 87.3%

* + - * + Graduation rate from non-URM increased more than URM students
			* Formal distribution of this data will be sent out to the campus.
		- Draft finance update
			* Vice Chancellor for Finance and Administration will share the financial outlook.
			* Still under enhanced monitoring at this time.
			* At this time, a unit adjustment proposal will not be made. EVCAA is hopeful this process can return in the future.
				+ Compensation increases are funded 60% by the state, and 40% by the university
		- Other updates:
			* Academic Affairs and Finance and Administration is working to develop a budget and allocation practice that aligns with Academic Planning decisions and outcomes
			* Academic Affairs would like to partner with Faculty Assembly on how the unit adjustment process will look like in the future
		- Searches
			* Director for the Office of Research
				+ A search committee has been formed and is waiting for the position to get approved. There should be more news coming in the next few weeks. This position will now report to the Associate Vice Chancellor for Research.
			* Director for the Office of Global Affairs
				+ This will be an internal search and will transition back to Faculty to Leadership. This position will report to the Associate Vice Chancellor for Student Success.
1. **Discussion**
	* **Faculty Assembly Fellows & APT Taskforce Recruitment**
		+ A suggestion was made to table this to review the Faculty Assembly Fellows and review the Faculty Assembly Budget Advisory Ad Hoc Committee simultaneously. Discussion ensued. A motion was made and seconded to table reviewing and voting of the Taskforce and the recruitment plan until the next meeting. Discussion ensued and a restated motion was moved and seconded to put off voting for the taskforce charge until the next Executive Council Meeting.
			- ***Vote:*** *16 yes, 0 no, 0 abstentions*
	* **Non-Retaliation Resolution**
		+ The Executive Council discussed the non-retaliation document.
		+ After discussion, a motion was made to incorporate the non-retaliation considerations into the charge of the Faculty Assembly Fellows work in reviewing the charge for the APT Taskforce. No second was made. Motion was stricken.
		+ A suggestion was made to ask Executive Council representatives to share the document with their units and collect feedback. A motion was made and seconded to bring this document back to their respective units to gather feedback.
			- * ***Vote:*** *15 yes, 0 no, 1 abstention*
	* **Campus Safety Plan Feedback and Updates**
		+ The Zoom meeting automatically shut off at the scheduled adjourned time. Since the quorum was not met after the Zoom meeting resumed while in-person meeting attendants were waiting in the room, it was recommended to the presenter to send this information out to the Executive council representatives. Representatives will receive an email from this presenter.
2. **Adjournment**
* The meeting was adjourned at 3:05p.m.
	+ Next meeting: October 31, 2023, GWP 320.