**Faculty Assembly Executive Council (EC)**

**Meeting Minutes**

Monday, 12/08/2023, 1:00 p.m. – 3:00 p.m.
Zoom

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

*\*Excused for partial attendance: Due to the schedule conflict with the SIAS restructure meeting, a few SIAS reps arrived late.*

1. **Opening:**
	* **Land Acknowledgement, Consent to Agenda, Meeting Minutes, Permission to Record, Approval of Meeting Minutes from 11/27/2023**
		+ The Program Coordinator read the Land Acknowledgement. The agenda was consented as written. Permissions to record for minutes purposes only were granted with no objections. Meeting minutes for November 27th were approved as written.
2. **Report & Conversation**
	* **Faculty Assembly Chair’s Report**
		+ Faculty governance work: The Chair of Faculty Assembly thanked everyone’s good work and expressed her appreciation to the EC Reps for the learning journey on Shared Governance. A folder that collects readings on shared governance was created and shared with EC Reps.
		+ Teaching Framework Feedback Survey: The Program Coordinator sent out an email to all faculty regarding the [Teaching Framework Feedback Survey](https://www.washington.edu/provost/future-of-teaching-learning/feedback/?mkt_tok=NTI3LUFIUi0yNjUAAAGP3mcgUQgka2cSnx5qkuVTkrXzaRE6SeKsrbrM2sYRJZ9kon0M5a0WYW3TtnQpoKzbkKSa7dpECtqJ-xVmgf-SkqQ3aKCseHdytI3ef7B7B8k). The Chair reminded representatives to please fill out the survey and distribute widely in their units. There will be a Class B Legislation on this matter in the future. Survey closes December 31, 2023.
		+ President Cauce’s recent blog about the intense violence and conflict in Israel and Gaza: <https://www.washington.edu/president/2023/12/01/our-university-will-not-tolerate-religious-bigotry-or-harassment/>
	* **Chancellor’s Report**
		+ The Chancellor raised a concern regarding a group of individuals who have been protesting controversial news topics. This is an issue not just on the Tacoma and Seattle campuses, but nationally at many institutions. Chancellor has reiterated that this content will not be posted on the Tacoma campus.
		+ The Chancellor has received concerns about safety. A Tri-campus message was sent out to Faculty in November. The Program Coordinator will send the message regarding tri-campus safety for Faculty. This was sent to the Executive Council which has resources on emergency preparedness in all aspects of the campus and best practices.
		+ The Governor has asked all agencies to put forward proposals around reducing climate emissions.
		+ The campus revisions on the master plans have moved forward. The Tacoma campus has been working with Seattle Capital Projects on this. An RFP will be required.
		+ The Campus Budget Kickoff recording is available online on the Finance and Administration website. Budget proposals will be due January 31, 2024. This process ties into the University of Washington budgeting process.
		+ While enrollment continues to be a concern, an enrollment management firm has been hired to assist in this work. They will start their work in January and would like campus engagement. Applications are on the rise this year, and the Chancellor is very optimistic.
			- Applications are still available for Winter 2024 and Spring 2024. Recruiting students is not a restrictive process.
	* **Conversation and EVCAA Update**
		+ Both the Chair of Faculty Assembly and the EVCAA shared an update regarding the newly purchased Review, Promotion, and Tenure module of the Interfolio system. All Tacoma units can opt in to utilizing the new module as early as Spring 2024, though the Tri-Campus UW system will be utilizing in 2025-2026. Training will be required.
			- Discussion ensued on this topic
		+ Darcy Janzen, Director for Digital Learning is working on tri-campus language around the usage of artificial intelligence (AI)
		+ The Academic planning process first step is underway, which is to have the proposals go through the Council of Deans for discussion. The first 7 proposals did go through this discussion process.
		+ Academic Student Employees (ASE) contract is coming up for negotiation. There is guidance around this process for best practice.
		+ The EVCAA shared some resources around freedom of expression on managing demonstrations and protests to Faculty
		+ A faculty member brought to the EVCAA’s attention and expressed concern around registration holds that were on for a lengthy period of time. The EVCAA recommended that they contact the Associate Vice Chancellor for Student Success, and they can forward it to the appropriate person in Student Affairs.

1. **Discussion and Vote**
	* **Campus Safety Subcommittee Motion**
		+ The previous motion in the last set of minutes was replaced with a new motion.
			- New motion: A motion was made to appoint an Ad Hoc Committee around Campus Safety to determine school orientations to a safe campus, and to make recommendations to administration concerning the Executive Council’s role in assuring campus safety. Motion moved and seconded.
				* Discussion ensued

If approved, the chair would appoint this Ad Hoc Committee and would be having this committee as a diverse group of Faculty that sit on this committee. The Chair would then bring the list of members to the EC for approval.

* + - * + ***Votes:*** *13 yes, 0 no, 0 abstentions*
1. **Discussion**
	* **APT Project: Taskforce Makeup & Promotion & Tenure Process Feedback Survey**
		+ The Chair gave rationale on having 4 members of the Taskforce, and the need to have the Taskforce start their work. Including this, the Taskforce members will be attending the Executive Council meeting.
			- Discussion ensued
			- It was recommended by an EC representative to have the Chair of Faculty Assembly be the fifth person to break a tie should there be any voting concerns.
		+ A motion was made to have the Faculty Assembly Chair as the fifth member and to accept the candidates for the APT Taskforce. Motion was moved and seconded.
			- Discussion ensued
			- A representative expressed concerns around the representation from schools not being equal, however the Chair explained that one is representing as a non-tenure track faculty representative.
			- ***Votes:*** *12 yes, 0 no, 1 abstention*
		+ The Taskforce will start its work. In addition, they will meet with the EVCAA and Academic HR
	* The Faculty Council on Tri-Campus Policy (FCTCP) is collecting faculty feedback about the current P&T process in collaboration with the Faculty Assembly. Faculty are encouraged to provide feedback until January 10, 2024. The feedback will also be shared with APT Taskforce for the bylaw revision project.
	* **Faculty Assembly’s Non-Retaliation Policy Draft**
		+ Discussion ensued on the Faculty Assembly’s Non-Retaliation Policy feedback document and the original draft:
			- The spirit of, but not the concrete methods of, restorative justice is used to guide the policy document.
			- A campus information guide on non-retaliation will help improve the current UWT campus climate, address power dynamics issues, and hold people accountable after the Executive Order 31 was released years ago.
		+ There is still time to submit feedback to the Program Coordinator or the Faculty Assembly Leadership. This item will continue to be discussed at future Executive Council meetings.
2. **Adjournment**
* The meeting was adjourned at 2:45p.m.
	+ Next meeting: January 5, 2024, GWP 320.