

**Faculty Affairs Committee Meeting Minutes**

December 11, 2023 / 12:30pm-1:30 p.m. Zoom

***Members Present through Zoom:*** *Chair Sharon Laing, Ehsan Feroz, Maria-Tania Bandes Becerra Weingarden, Ken Cruz, Andrea Hill (Co-Chair, Non-Tenure Track Faculty Forum).* ***Excused:*** *Orlando Baiocchi, Christopher Knaus, Moniquetra Slater (Co-Chair, Non-Tenure Track Faculty Forum), Urban Studies Representative. Guest: Huatong Sun (Faculty Assembly Chair and Professor in SIAS).*

***Administrative Support***: *Andrew J Seibert*

1. **Recording Permission/Consent**
   * Recording permissions granted by the Committee. Recording of the minutes is for transcribing minutes only.
2. **Updates from the Non-Tenure Track Faculty Forum**
   * The Non-Tenure Track Faculty Forum Co-Chairs were selected in November. Andrea Hill and Moniquetra Slater were elected by the Committee.
     + Andrea Hill had the following to report in this meeting
       - The Non-Tenure Track Faculty Forum will have more open forums with Non-Tenure Track Faculty on specific topics such as pay equity and the 3-year rule for temporary hired faculty which was brought up last year
         * In regards to the 3 year rule, the NTTFF may request an audit on temporary hires to define on how the 3 year rule is applied.
3. **2023-2024 Priorities and Status Updates**
   * Chair Sharon Laing met with the 7 schools in regards to workload and stated the following:
     + Highlights
       - SIAS
         * FAC presented on October 31, 2023 to SIAS faculty council. Council members determined that each unit will complete the assessment around workload because SIAS has many units within the School. The deadline to complete the assessment is January, 2024.
       - Milgard School of Business
         * FAC presented on November 3rd, 2023 to MSB Faculty Council members. A representative in their elected faculty council asked whether the data will be available for the entire UWT campus to view or if the data will be presented to each School.

After discussion ensued, there will be an electronic vote in regards to this concern.

* + - * + A representative in their elected faculty council recommended that Faculty at UW Seattle and Bothell should be encouraged to do the same assessment as UW Tacoma
      * School of Engineering & Technology
        + Presentation to faculty council on November 9, 2023.
        + It was determined that each unit will complete the assessment around workload because Engineering is different from the Computer Science program within the School.
      * School of Social Work & Criminal Justice
        + FAC Chair met with elected faculty council chair and elected faculty council on November 15. The EFC Chair mentioned they can provide the self-assessment at the end of December.
      * School of Urban Studies
        + FAC Chair met with elected faculty council on November 28. There was a concern around how the dashboard setup may look, which may not be as complicated, but will be reviewed.
      * School of Nursing & Healthcare Leadership
        + A subcommittee has been formed to start this work. It was recommended to track the amount of time that each elected faculty council does this work

Chair Sharon Laing will develop a tracking form and bring to the committee for edits or recommendations

* + - * School of Education
        + FAC Chair met with elected faculty council and chair on September 21. It was recommended to have a third-party mediator.

Discussion ensued around the topic of having a third-party mediator.

* + - * **New Business and Action items:** 
        + International Faculty

It was recommended to reach out back to the international faculty to gather data around what workshops to best support them. Either Faculty Affairs Committee or Academic Human Resources will be taking on this action item.

There will be another luncheon for international fauclty in the future.

1. **Adjournment**
   * Meeting was adjourned at 1:17PM
     + Next meeting January 22, 2024, Zoom