**Faculty Assembly Executive Council (EC)**

**Meeting Minutes**

Monday, 05/09/2025, 1:00 p.m. – 3:00 p.m.  
GWP 320/Zoom

***Present:*** *Chancellor Sheila Edwards Lange, EVCAA Andrew (Andy) Harris, Chair Anne Taufen, Vice Chair Andrea Hill, Past Chair Huatong Sun, FAC Chair Ken Cruz, Kurt Hatch, Monika Sobolewska, Barb Toews, Robin Evens Agnew, Gary Viers, Yonn Dierwechter (Delegate for Bara Safarova), Mary Hanneman, Emily Thuma, Jenny Xiao, Alex Miller, Margaret Griesse, Ander Erickson, Sushil Oswal, Johanna Jacobsen Kiciman* ***Excused****: APCC Chair Julie Masura, APT Chair Bryan Goda, Jim West, Zhiquan (Andy) Shu, Greg Noronha.* ***Guests:*** *Leighann Chaffee (FCTL Representative), Nicole Blair (FCSA Representative), Gregory Lund (FCFA Representative), Duong (Rita) Than (FCTL Representative).* ***Program Coordinator:*** *Andrew Seibert*

1. **Opening:**
   * **Land Acknowledgement, Consent to Agenda, Meeting Minutes, Permission to Record, Approval of Meeting Minutes from 03/31/2025.**
     + The Chair read the Land Acknowledgement. The agenda was consented as amended by the Chair. Permissions to record for minutes purposes only were granted with no objections. The Executive Council minutes for March 31 were approved as written.
2. **Chair’s Report**
   * **Climate:** [**Big Ten statement**](https://uwnetid-my.sharepoint.com/:b:/r/personal/assembly_uw_edu/Documents/Standing%20Committees/Executive%20Council,%20Faculty%20Assembly/2024-2025/Spring%20Quarter%20Meetings/05-09-2025/Materials/ClassC_Big10_5-8-25.pdf?csf=1&web=1&e=NJJL1Z) **and opportunities for action; Climate Survey**
     + The Chair of Faculty Assembly expressed gratitude to representatives who were able to attend the April 28th Faculty Senate Luncheon and May Day.
   * Great gathering and wonderful presentation by ASUWT leaders on student demographics and experience, including food, housing, and transportation precarity. UW Tri-Campus Climate Survey is open and closes on May 22nd. Please remind and encourage faculty within your units. UW Faculty Senate passed a Class C Resolution in joint support of the core mission and shared values of higher education. Approval was overwhelmingly affirmative. UW is joining multiple other universities in support of this statement, pledging mutual aid and support of one another should any of our institutions come under attack.
   * **Tri-campus: Executive Orders, Faculty Council and** [**Class A re-appointment**](https://uwnetid-my.sharepoint.com/:b:/r/personal/assembly_uw_edu/Documents/Standing%20Committees/Executive%20Council,%20Faculty%20Assembly/2024-2025/Spring%20Quarter%20Meetings/05-09-2025/Materials/ClassA_UWSenateApportionment_5-8-25.pdf?csf=1&web=1&e=OegfNq) **of UW Senate Representatives**
     + Three Executive Orders have been formulated by the President’s Office. One further specifies and determines the nature of our campus. This is on today’s agenda. By providing feedback to these EOs we are seeking affirmation of academic freedom and faculty rights and responsibilities on the Tacoma and Bothell campuses, and asserting the standing of Schools, Colleges, and Deans across all UW campuses. Tri-campus Faculty Council representatives have been invited to this meeting and the next meeting to give updates and invite feedback from Executive Council representatives. This practice is being instituted to strengthen the communication between our tri-campus representatives and EC, to our mutual benefit and for shared support and understanding of issues and topics that may affect us all.
       - Class A Legislation has been conditionally approved by the Senate that affirms unit-level representation across all Schools and Colleges, including at UW Tacoma and UW Bothell. This is considered housekeeping – the Faculty Code is clear on this, and we have lagged in applying the standard formula even though we have progressed from programs to Schools and Colleges across the campus, over the last decade. For UW Tacoma, this increases our total Senate representation from 7 to 11 total seats with unit-level EFC’s across the University responsible for electing Senators. EC will continue to serve as a communication support and source of guidance for EFC’s as each School takes on more of the work named for elected councils in the Faculty Code (including unit-level oversight of promotion and tenure, and program development and budgets). Deans are encouraged to make nominations to the Elected Faculty Council Chairs, who organize the election of unit-level representatives.
   * **Faculty Leadership nominations: open calls**
     + The Faculty Assembly is still seeking nominations for a Vice Chair for 2025-2026. Please announce and solicit within your units. Faculty should send nominations or self-nominations to the assembly email.
   * A Campus Town Hall is scheduled for Tuesday, May 13, 2025, from 12:30-1:30 regarding several updates on the campus budget. The Leadership Team encourages all Faculty to attend, as state and federal updates could have further impacts on unit-level budgets .
3. **Standing Committee Chairs’** [**Reports**](https://uwnetid-my.sharepoint.com/:f:/g/personal/assembly_uw_edu/Ei09SSduByJEg3kJoriYL2gBm8MrxC4_ukpR7zanRubaOQ?email=atw5%40uw.edu&e=h0VbPQ)
   * Written updates for Standing Committees are available in the OneDrive meeting folder. Please also see *Appendix A.*
     + The Program Coordinator read reports from APCC and FAC. These include progress and action on pending curriculum proposals and revisions; as well as proposed legislation to strengthen our Bylaws and seat an FA representative on the Campus Safety Committee, on today’s agenda. The Chair of Faculty Assembly conveyed the update that APT is working on their Handbook which is to be completed by May 20th. APT also held their annual workshops for Promotion and Tenure in partnership with Academic Human Resources. The sessions were not recorded; however, slides were added to the Academic Human Resources website.
4. **Bylaw updates: Class A Legislation *notice of intent***
   * Standing Committee definition (see Appendix C for approved notice of intent draft)
     + The Chair of Faculty Assembly shared a draft of the Standing Committee definition that will be up for formal EC vote on May 30th. Prior to presentation today, this has been reviewed by the Secretary of the Faculty and sent back with approval.
     + Discussion ensued
     + Standing Committees are often asked for recommendations. EC members emphasized the desire to continue and possibly codify our current practice of annual consultation by the Chair and Leadership Team with Chairs to co-develop Standing Committee charges. After discussion, a friendly amendment was introduced to add language that the Charge of Standing Committees are co-produced with Faculty Assembly Leadership
       - A motion was made to approve the friendly amendment as suggested. This was so moved by Robin Evans-Agnew and seconded by Ken Cruz.
       - Votes: 14 yes, 0 no, 0 abstentions
     + After substantial discussion, a motion was made to approve the proposed notice of intent on the Class A Legislation on the Standing Committee definition as constituted. So moved by Robin Evans-Agnew and seconded by Ander Erickson.
       - Votes: 15 yes, 0 no, 0 abstentions
   * Advisory Liaisons definition (see Appendix C for approved notice of intent draft)
     + The Chair of Faculty Affairs Committee introduced draft Class A Legislation defining Advisory Liaisons. to represent Faculty Assembly on campus-wide advisory committees, and communicate with, respond to, and report to the Faculty Assembly Executive Council. Potential and needed examples of such liaisons were given such as a Budget Advisory Liaison, Research Liaison, or the Campus Safety Advisory Liaison discussed below. After discussion ensued, a motion was made to approve the definition of advisory liaison as put forth by the proposed draft. So moved by Mary Hanneman and seconded by Robin Evans Agnew
       - Votes: 14 yes, 0 no, 0 abstentions
   * Campus Safety Advisory Liaison (see Appendix C for approved notice of intent draft)
     + Past Campus Safety Advisory Committee Co-Chair shared the draft campus safety liaison position based on the work of the ad hoc committee around widespread faculty concern. The report from the Ad-Hoc Committee identifies at least 49 physical vulnerabilities on the campus, and with this liaison, it would help advocate for these 49 vulnerabilities to be addressed. The draft language was reviewed by the Secretary of the Faculty and was approved for following faculty code.
     + Discussion ensued
       - A friendly amendment was requested to have the liaison review all previous safety reports submitted to Faculty Assembly for a procedural review of past reports.
         * After substantial discussion, an amendment to the amendment was requested to add “informed” instead of review

Further discussion ensued, and the amendment to the amendment was withdrawn.

* + - * + The proposer proposing the friendly amendment has withdrawn the language to add review of previous safety report.
    - A motion was made to approve the Class A Legislation around a Campus Safety Advisory Liaison as originally proposed via the notice of intent. This was so moved by Robin Evans-Agnew and seconded by Gary Viers
      * Votes 14 yes, 0 no, 0 abstention
  + All Class A Legislation updates to the bylaws will be sent along with the takeaways. Please share updates to the bylaws within your units and gather any feedback needed.

1. **Budget- State, UW, and UWT**
   * Chancellor Lange gave a brief update to the Executive Council around the budget as it currently stands. While this was not final news as the Chancellor meets with the provost after the meeting, the Chancellor shared the following information around the budget:
     + State budget discussions resulted in a 1.5% reduction for all higher education plus a change in the fund split model. Originally, the fund split was 60% funded by the state, whereas 40% was requested from the university. In this new proposal, the fund split is adjusted to 42% funded by the state and 58% requested from the university.
     + There will be an increase in benefits rate for employees that the university must now account for in budget.
     + The Chancellor and EVCAA had asked all schools, units, and academic units to model a 3% reduction in budget, and a 5% reduction in budget.
     + Indirect cost recovery is a big concern tri-campus wide. UW Tacoma is not reliant as much on indirect cost recovery, although one unit on the UW Tacoma campus is funded by indirect cost recovery.
     + Vice Chancellors have been asked to identify prioritized areas within their units that can be reduced in these 3% and 5% models.
     + Chancellor Lange shared that more information will be shared at the UWT Town Hall meeting scheduled for 5/13 12:30-1:30. It was noted that this concern is over the next two biennia and is not just a 1-year concern.
   * EVCAA shared a brief update on top of the Chancellor update to budget:
     + EVCAA encourages deans to prioritize student access to instruction, limit layoffs to the greatest extent possible, and preserve program quality.
       - While there may be plans of a long-term structural conversation, ultimately, the goal is start of new fiscal year, July 1st.
       - EVCAA made recommendations for first-time resources in vacant positions (tenure and non-tenure track positions). Deans are free to make a counter to this if they have resources elsewhere
         * There will be discussions within your units of low-enrolled courses, course caps, and course releases. Professional Development funds or equipment.
       - Deans must consult with their Elected Faculty Council and discussions plan to be ongoing. Deans are also modeling the projected 3% and 5%, however there should be more clarity into the Town Hall once there is clarity from UW Seattle. Questions can be sent to [uwttownhall@uw.edu](mailto:uwttownhall@uw.edu)
   * Discussion ensued on the following topic:
     + Several representatives brought concerns to the table around the usage of a 5.5-billion-dollar endowment. Chancellor Lange shared that the endowment is restricted specifically to the donor’s wishes and these funds are not able to be utilized for this purpose. Development is going through endowments to see if there are endowments that may not fit its specific purpose currently.
2. **Tri-Campus Councils:** [**Reports**](https://uwnetid-my.sharepoint.com/:f:/g/personal/assembly_uw_edu/EiirvlRjg_5BmxnpclxnbykBfgQCiQQUsVc9rBa8fLtGPQ?email=atw5%40uw.edu&e=TpUEb3) **and Discussions**
   * **Faculty Council on Teaching and Learning (Leighann Chaffee)**
     + Written updates were shared on the Faculty Council on Teaching and Learning. Please see appendix C for updates
   * **Faculty Council for Faculty Affairs (Gregory Lund)**
     + Written updates for Faculty Council for Faculty Affairs were shared. Please see appendix C for updates
   * **Faculty Council on Tri-campus Policy (Margaret Griesse)**
     + Written updates for Faculty Council on Tri-Campus Policy were shared. Please see appendix C for updates
   * **Faculty Council on Student Affairs (Nicole Blair)**
     + A written update was sent in regard to an AI survey for Students in partnership with the Faculty Council for Student Affairs. Please see appendix C for updates
3. **Adjournment**

* The meeting was adjourned at 2:55 p.m.
  + Next Executive Council Meeting: May 30, 2025, GWP 320/Zoom

**Appendix A: Standing Committee Reports:**

**EC – APCC Updates**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Proposal Type** | **Sep** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** | **Total** |
| Modify Program | 1 | 0 | 1 | 1 | 0 | 1 | 0 | 4 | 8 |
| New Program | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 3 | 5 |
| Modify Course | 26 | 4 | 1 | 1 | 6 | 5 | 8 | 10 | 61 |
| New Course | 2 | 2 | 2 | 3 | 3 | 5 | 11 | 9 | 37 |
| Graduation Petition | 0 | 0 | 1 | 1 | 0 | 1 | 2 | 0 | 5 |

|  |  |  |
| --- | --- | --- |
| **Proposal** | **Presently** | **Next Step** |
| MS Mechanical Engineering | Proposal Development | UWT Stakeholders & COD Review |
| BS Statistics and Data Science | Stakeholders and Council of Deans Review | APCC Review |
| BA Interdisciplinary Visual and Performing Arts | Proposal EVCAA Review – locating space | Proposal to UWCO |
| DNPAP | Partnering with UWS | Awaiting update from SNHCL – Tri-campus Priority |
| MS Environmental Science | Proposal development - received coversheet (ready for review) | UWT Stakeholders and Council of Deans Review |
| MS Civil Engineering | PNOI APCC Review – meeting with graduate school next week | PNOI EVCAA Review |
| SET – AI Graduate & Certificate | Idea Stage | PNOI Development |
| SIAS – World Language Graduate Requirement | Process Development – PNOI Expectations (meeting next week) | PNOI Development |
| EdD – Remote Cohort | APCC Review | EVCAA Review |
| Revision of Sociology Program | Idea Stage | PNOI Development |
| SIAS Food Science Minor | PNOI received – cover sheet missing | Stakeholder Review |

20250509 EC Meeting

* See table updates above.
* Elected APCC Chair for 2025-26: Julie Masura
* Details from the agendas & minutes can be found here: <https://www.tacoma.uw.edu/facultyassembly/academic-policy-and-curriculum-committee>
* Next APCC Meeting, 14 May. All are welcome.

FAC Updates: May 9th

* Campus Safety Advisory Liaison
  + Robin, Anne, Susan Wagshul-Golden (Director Emergency Preparedness & Campus Safety) and I worked on language for a proposed charge and election process for a campus safety advisory liaison position
  + The language was approved by majority vote in FAC
  + Some language was revised based on guidance from the code advisors
  + Ready for review by EC
* Research Advisory Council Task Force will be meeting on May 16 to make revisions to proposed charge by FAC
* FAC will be nominating new chair on May 19th

**Appendix B: Approved Notice of Intent on bylaw updates**

**Definition of Standing Committee in the UWT Faculty Bylaws**

The UWT Bylaws provide for amendment “at any regularly scheduled Faculty Assembly meeting by two-thirds vote of those present provided notice of intent is given at the previous regular meeting or when submitted in writing to all faculty at least two weeks prior to the meeting at which action is taken.” Article XI Amendments.

**Proposed Legislation Background and Rationale**

The proposed amendment intends to provide a definition for the work already being accomplished by Faculty Assembly Standing Committees, and to establish the role and expectations for such bodies within the structure of the UWT Faculty Assembly.

This legislation is a codification of existing practice, consistent with the provisions and expectations of the UW Faculty Code. It does not introduce a change to the established responsibilities of our faculty governance committee structure, rather it clarifies the nature of the work done by Standing Committees in relation to the central obligations of faculty governance and the organization of the Faculty Assembly to administer the areas of university activity that are the purview of the faculty.

This is important for faculty serving in elected and leadership roles on our Standing Committees, and for the Faculty Assembly Chair and Vice Chair as they develop each committee’s charge and organize the activities of the Executive Council on an annual basis. It also provides a template for organized groups of faculty leaders who are actively involved in the executive activities of the faculty (eg curriculum and academic policy, tenure and promotion, program budgets and those areas specifically reserved for faculty in the UW Faculty Code) to make a case for Standing Committee status. By defining Standing Committee responsibilities, this addition to our Bylaws provides criteria for evaluating and approving such proposals in the future.

**Proposed Changes to the UWT Bylaws**

The following change will be made to the Bylaws:

• Article V, Section 2: add a paragraph describing the purpose and role of the Standing Committees and locating the authority for these committees in the UW Faculty Code.

**The Proposed Class A Legislation**

Be it resolved by the UWT Faculty Assembly to submit to the faculty for approval or rejection that Article V, Section 2 of the UWT Faculty Bylaws be amended to read as shown below.

Section 2. Standing Committees *(existing section head and title)*

*(new language defining Standing Committees at UWT)*

Faculty Assembly Standing Committees are seated and charged with areas of faculty governance that are directly in the purview of the faculty, as outlined in the UW Faculty Code. The work of faculty Standing Committees relates to "matters affecting the general welfare of [the] ...campus, matters of faculty promotion and tenure, and... matters involving academic policy" (Section 23-45). The charge and membership of Standing Committees are designed to meet regularly occurring, precise, and predictable requirements of clear faculty workload expectations and responsibilities at the University of Washington Tacoma. In addition to meeting interim milestones in the execution of that area of faculty activity, and where warranted, Standing Committees shall formulate and forward policy proposals and recommendations to the Executive Council. The annual charge will be co-produced by the Chair and Vice Chair in collaboration with the Chairs of each Standing Committee on an annual basis. Each Standing Committee shall produce and submit an annual report to the Chair of Faculty Assembly and provide regular progress updates to the Executive Council over the course of the academic year

**Definition of Advisory Liaisons in the UWT Faculty Bylaws**

The UWT Bylaws provide for amendment “at any regularly scheduled Faculty Assembly meeting by two-thirds vote of those present provided notice of intent is given at the previous regular meeting or when submitted in writing to all faculty at least two weeks prior to the meeting at which action is taken.” Article XI Amendments.

**Proposed Legislation Background and Rationale**

The proposed amendment intends to provide a definition for the role of “Faculty Liaison” to establish a role for faculty to represent and be consulted on matters of significant importance for the wellbeing of faculty on the UW Tacoma campus.

**Proposed Changes to the UWT Bylaws**

The following change will be made to the Bylaws:

• Article V, Section 4: add a paragraph describing the purpose and role of Advisory Liaisons.

**The Proposed Class A Legislation**

Be it resolved by the UWT Faculty Assembly to submit to the faculty for approval or rejection that Article V, Section 4 of the UWT Faculty Bylaws be amended to read as shown below.

Section 4. Advisory Liaisons

Faculty Assembly Advisory Liaisons are seated and charged by the Executive Council, to advise administration in areas central to faculty work, experience, and career development, for which faculty do not have direct responsibility under the UW Faculty Code, and for which faculty voice is essential. Advisory Liaison charges shall be formulated to make clear the administrative unit being advised, as well as the expectations of and need for a distinct faculty voice in that area. Advisory Liaisons shall submit an annual report to the Chair of Faculty Assembly, provide updates and interim reports as requested by the Faculty Assembly Executive Council (EC) and answer questions at EC meetings on the status of campus activities and the need for faculty engagement, in that area.

**Creation of a Campus Safety Advisory Liaison in the UWT Faculty Bylaws**

The UWT Bylaws provide for amendment “at any regularly scheduled Faculty Assembly meeting by two-thirds vote of those present provided notice of intent is given at the previous regular meeting or when submitted in writing to all faculty at least two weeks prior to the meeting at which action is taken.” Article XI Amendments.

**Proposed Legislation Background and Rationale**

The proposed amendment creates a “Campus Safety Advisory Liaison” to communicate to, represent, and consult with the Faculty Assembly and its Executive Council, as a member of the Campus Community Safety Advisory Committee, chaired by the Director of Campus Safety and housed in the Office of the Chancellor. The Campus Safety Advisory Liaison is empowered and required to learn, convey, and further the interests of faculty on the UW Tacoma campus on issues related to physical and relational safety, and to review, represent, and respond to safety-related reports.

**Proposed Changes to the UWT Bylaws**

The following change will be made to the Bylaws:

• Article V, Section 4, Letter A: a Liaison for Campus Safety.

• Article V, Section 4, A1: a Charge for the Campus Safety Liaison.

• Article V, Section 4, A2: Election and Term for the Campus Safety Liaison.

**The Proposed Class A Legislation**

Be it resolved by the UWT Faculty Assembly to submit to the faculty for approval or rejection that Article V, Section 4, A.1 and A.2 of the UWT Faculty Bylaws be amended to read as shown below.

A. Campus Safety Advisory Liaison

1. Charge – The Campus Safety Advisory Liaison shall serve as a point of contact between the Faculty Assembly Executive Council and the [Campus Community Safety Advisory Committee](https://www.tacoma.uw.edu/chancellor/campus-community-safety-advisory-committee), which focuses on safety, security and preparation issues on the UW Tacoma campus. The liaison shall also investigate issues of widespread faculty concern regarding campus safety and advise both the Faculty Assembly Executive Council and the Campus Community Safety Advisory Committee on such matters. The liaison shall attend all Campus Community Safety Advisory Committee meetings and provide quarterly reports as directed by the Faculty Assembly Executive Council.

1. Election and Term – The Faculty Assembly Executive Council shall call for nominations and elect the Campus Safety Advisory Liaison. The liaison will serve a term of three years; limited to no more than two consecutive terms

**Appendix C Tri-Campus Faculty Council Updates**

**Faculty Assembly**

**Update from Faculty Council of Teaching and Learning**,

May 2025 Duong(Rita) Than (thand65@uw.edu) and Leighann Chaffee ([LChaffee@uw.edu](mailto:LChaffee@uw.edu))

The UW Faculty Council of Teaching and Learning contributed to the multi-year effort to establish a common language for quality teaching. Earlier this year, as a faculty body we passed legislation to update the UW Faculty Code with five core elements of effective teaching, see [section 24-32 C](https://policy.uw.edu/directory/fcg/fcg-chapter-24-appointment-and-promotion-of-faculty-members/#section-24-32-scholarly-and-professional-qualifications-of-faculty-members). A [timeline of this process](https://www.washington.edu/faculty/councils/fctl/updating-faculty-code-language-on-effective-teaching/) is available on the Provost’s webpage.

This updated language in faculty code more closely aligns with our UWT mission and values, supporting our faculty dedication to student success:

The educational function of a university requires faculty to routinely reflect on and refine teaching practices. Instruction must be judged according to each of the following core elements of effective teaching:

* **Aligned**: Effective teaching is intentionally designed and organized to help learners meet learning objectives.
* **Inclusive and equitable**: Effective teaching considers learners’ experiences and creates opportunities for each learner to thrive.
* **Active and engaged**: Effective teaching creates opportunities for learners to critically engage ideas and each other
* **Growth-oriented:** Effective teaching creates opportunities for learners to learn through practice and provides feedback that helps them grow their knowledge and abilities
* **Relevant:** Effective teaching helps learners understand why what they are learning matters and prepares them for future learning and life after the UW

Taking into consideration disciplinary and instructional contexts, the assessment of teaching effectiveness must consider all five core elements and must include student and faculty evaluation

Over the past two years, FCTL has prioritized efforts to facilitate the assessment of these elements of effective teaching.

* **Student course evaluations:** In collaboration with UW Institutional Assessment and Evaluation, we developed items that reflect the 5 elements of effective teaching, now pilot form T (available online)
  + The first 4 questions from Form T are the same shared items as the other course evaluation forms.
  + The first 4 questions from Form T are the same shared items as the other course evaluation forms. ○ The data collected from the pilot is being evaluated this summer to revise the form, keep an eye out in the fall for calls to adopt if interested.
* **Collegial review of teaching:** We developed a draft template for evaluation of these elements through collegial observation and review of teaching, and are currently piloting the template and collecting feedback
  + We aim to revise this template early next year, circulate for additional feedback, and collaborate with Provost’s office efforts to clarify review of teaching
* **Self-reflection:** A subcommittee of FCTL is synthesizing these elements of effective teaching into recommendations for best practices. These evaluation groups will continue to collaborate next year

Additionally, FCTL members are working in subcommittees and collaborating with cross-campus partners on the topics of

* Common, tri-campus undergraduate student learning outcomes (Provost task force
* Artificial intelligence (AI) subcommittee is wrapping up their collaborative efforts, future inquiries should be directed to Teaching @ UW or local UWT groups.
* Tri-campus syllabus requirement

Next year, we anticipate the charge of the Faculty Council of Teaching and Learning will prioritize the implementation of these 5 elements of effective teaching into personnel processes.

Be sure to complete the climate survey! And promote to students! <https://www.washington.edu/uwclimatesurvey/your-voice-your-uw/>

FCFA Meeting Notes *(in Brief)* 2024-2025 by Gregory Lund SUS, UWT.

All meeting Agenda and meeting documents are available at: FCFA, in the ‘Current Meetings’ folder and categorized by date. The resulting minutes are found in the following meeting’s folder (and compiled into a single .pdf of all 24-25 AY (as of 9 May 2025) (FCFA\_2024\_2025\_Minutes\_1\_Oct\_9\_May\_2025.pdf) in Tri-Campus Council Reports\_0509 created by Anne. This .pdf is also available in the same folder.

# **1 Oct 2024**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Council Introduction
3. Charge Letter Review (Available online)
4. Discuss/Vote Faculty Regent Nomination Process Class A
5. Discuss and Vote
   1. Class A legislation - Faculty Regent Nomination process
   2. Class A legislation – SCPB Chair
6. Minutes Available in 15 Oct 2024 Folder Online: FCFA

# **15 Oct 2024**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Discuss
   1. Class A legislation – Regent Composition of Senate (FC 22-41)
   2. Class A legislation – Housekeeping (FC 29-39)
   3. Class A legislation -- SCPB election and chair
      1. Please visit this web site to find duties of SCPB and the 16 members of the committee. https[://w](http://www.washington.edu/faculty/senate/scpb/)ww.[washington.edu/faculty/senate/scpb/](http://www.washington.edu/faculty/senate/scpb/)
   4. Create working groups for merit and salary issues
3. No *‘Gregory’s Notes’*
4. Minutes Available in 29 Oct 2024 Folder Online: FCFA

# **29 Oct 2024**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Chair Updates
   1. Faculty Senate Oct 24
      1. Faculty Regent legislation
   2. Class C resolution on Academic Freedom
      1. \*FCREJ, FCTL, FCR, FCFA
3. Update from OAP
4. Discussion
   1. Class A legislation -- SCPB election and chair
   2. Please visit this web site to find duties of SCPB and the 16 members of the committee.<https://www.washington.edu/faculty/senate/scpb/>
   3. Create working groups for merit and salary issues
   4. Adding service to Merit and Promotion
5. *Gregory’s Notes:*
   1. Major mix up of Academic HR, more to follow. Supposedly 2 positions ‘lost’ or not filled. “Streamlined”
6. Minutes Available in 12 Nov 2024 Folder Online: FCFA

# **12 Nov 2024**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Chair updates
   1. SCPB presentation from Senate
   2. FCTL Class A
   3. Class C – Academic Freedom
3. Update from OAP
4. Discussion
   1. Class A legislation -- SCPB election and term
   2. Create working groups for merit and salary issues
   3. Adding service to Merit and Promotion
   4. Class A legislation--Apportionment of Senators timeline
5. No *‘Gregory’s Notes’*
6. Minutes Available in 26 Nov 2024 Folder Online: FCFA

# **26 Nov 2024**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Chair Updates
   1. Ask for volunteer from FCFA to join AI Task Force
3. Update from Office of Faculty and Academic Personnel (OFAP)
   1. Office for Academic Personnel & Faculty (APF) 3.2.
4. Discussion
   1. Adjudication process (Gautham Reddy will lead discussion)
   2. FC 24-32 & FC 24-34 Adding Service in Merit (please read the proposed legislation in the one drive)
   3. FC 23-46 Electronic Voting (MPW will lead discussion)
   4. Working groups on merit and promotion creation (KD will lead discussion)
   5. FCR report on Sabbatical and PI status
5. No *‘Gregory’s Notes’*
6. Minutes Available in 7 Jan 2025 Folder Online: FCFA

# **7 Jan 2025**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Consent agenda
   1. Minutes from November 26, 2024
3. Chair Updates
   1. Jan 6 SEC meeting review of FCFA projects
4. Update from Office of Academic and Faculty Personnel (APF)
5. Administrative Policy Statement (APS) presentation – Gayle Christensen
6. Discussion
   1. Housekeeping legislation FC 29-39
   2. FC 23-46 Electronic Voting
   3. Working groups on merit and promotion creation
7. No *‘Gregory’s Notes’*
8. Minutes Available in 21 Jan 2025 Folder Online: FCFA

# **21 Jan 2025**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Chair Updates
   1. Initial feedback on well-being listening session #1
3. Update from Office of Academic Personnel and Faculty (APF)
   1. FCFA member please look at the power point presentation in One Drive titled SCPB Faculty Salary Increase 10-07-2024
4. Discussion
   1. Feedback on draft working equity mini survey
   2. Class A Housekeeping Legislation
   3. SOE for teaching track faculty
   4. Working groups on merit and promotion creation
5. No *‘Gregory’s Notes’*
6. Minutes Available in 4 Feb 2025 Folder Online: FCFA

# **4 Feb 2025**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Update from Office of Academic Personnel and Faculty (APF)
3. Discussion
   1. EFC voting
   2. Previous merit & promotion work and current status (Jacob Vigdor)
4. No *‘Gregory’s Notes’*
5. Minutes Available in 18 Feb 2025 Folder Online: FCFA

# **18 Feb 2025**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Chair updates
3. Update from Office of Academic Personnel and Faculty (APF)
4. Discussion
   1. Working groups on merit and promotion creation – Jacob Vigdor
   2. EFC issue FC 24-54
   3. SOE for teaching track faculty
   4. Electronic voting FC 23-46
   5. General Housekeeping FC 29-39
5. No *‘Gregory’s Notes’*
6. Minutes Available in 4 Mar 2025 Folder Online: FCFA

***4 Mar 2025 (Was Cancelled/moved to 1 Apr. 2025)***

1. *Relative current meeting documents and the previous meeting minutes available online: FCFA.*
2. *Chair updates*
3. *Update from Office of Academic Personnel and Faculty (APF)*
4. *Discussion*
   1. *Elected Faculty Council FC 24-54 C*
   2. *SOE for teaching track faculty*
   3. *General Housekeeping FC 29-39*
   4. *Electronic voting FC 23-46*
5. *No ‘Gregory’s Notes’*
6. *No Minutes Available Online: FCFA, meeting was cancelled.*

# **1 Apr 2025**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Chair updates
3. Update from Office of Academic Personnel and Faculty (APF)
4. Discussion
   1. Elected Faculty Council FC 24-54 C
   2. SOE for teaching track faculty
   3. General Housekeeping FC 29-39
   4. Electronic voting FC 23-46
5. No *‘Gregory’s Notes’*
6. Minutes Available in 15 Apr 2025 Folder Online: FCFA

# **15 Apr 2025**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Update from Office of Academic Personnel and Faculty (APF)
3. Discussion
   1. Reverting inadvertent changes to FC 24-54 A and C
   2. Questions for sabbatical information request
4. *Gregory’s Notes:*
   1. Fred M Nafukho
      1. Professional development programs available from
      2. Strategic plan in development
      3. Structural design of the office, academic pers fac. Ac fac development, ac person fac. Excellence.
      4. Working on Faculty Merit
      5. Mandatory review has been completed and notified
      6. Non-mandatory going on right now.
      7. List first if first on research in APT
   2. Jo Janes / Gautham Reddy
      1. Extensive discussion on <https://uwnetid-> my.sharepoint.com/:w:/r/personal/senate\_uw\_edu/\_layouts/15/Doc.aspx?sourcedoc

=%7B8337AF8A-B0C7-4F71-B29F-

3FE39C07D0F4%7D&file=Proposed%20Class%20A%2024- 54%20EFC%20Voting%20v4.docx&action=default&mobileredirect=true

* + 1. Diff ranks on advisory committee

1. Minutes Available in 29 Apr 2025 Folder Online: FCFA

# **29 Apr 2025**

1. Relative current meeting documents and the previous meeting minutes available online: FCFA.
2. Chair Updates
   1. Faculty Senate Oct 24
      1. Faculty Regent legislation
   2. Class C resolution on Academic Freedom
      1. \*FCREJ, FCTL, FCR, FCFA
3. Update from OAP
4. Discussion
   1. Class A legislation -- SCPB election and chair
   2. Please visit this web site to find duties of SCPB and the 16 members of the committee.<https://www.washington.edu/faculty/senate/scpb/>
   3. Create working groups for merit and salary issues
   4. Adding service to Merit and Promotion
5. *Gregory’s Notes:*
   1. Changing, Dept and Schools will have senators.
   2. Is this a Proposal or Law of the Land?
   3. Class A, going to Senate, Senators May go up.
   4. 5 Bothel Senators
   5. 7 Senators @ UWT
   6. We could be ‘Quad’ Campus (if Evergreen or Central Closes)
   7. Enrollment dropping across the state, for a decade now.
   8. Gautham Reddy, “don’t use promoted title before effective date.”
6. Minutes Available in 13 May 2025 Folder Online: FCFA

**13 May 2025**

1. In the Future
2. Relative current meeting documents and the previous meeting minutes available online: FCFA.
3. Update from Office of Academic Personnel and Faculty (APF)
4. Discussion
   1. FCR External Reviwer Solicitation Draft
   2. Summary of Listening Sessions
   3. Security of Employment for Teaching Track and Clinical Practice Track Faculty
   4. 2025/2026 AY topics: changes to FC from UWB/UWT EOs
5. No *‘Gregory’s Notes’ (YET)*
6. Minutes WILL BE Available in 27 May 2025 Folder Online: FCFA

**27 May 2025**

1. In the Future
2. Relative current meeting documents and the previous meeting minutes available online: FCFA.

3.

1. No *‘Gregory’s Notes’ (YET)*
2. Minutes WILL BE Available in ? Oct 2025 Folder Online: Link to be determined later.

**Report for the Faculty Council for Tri-campus Policy**

October 24: The UW faculty senate recommended the following goals for the Faculty Council for Tri-campus Policy for the 2024-2025 academic year:

* Provide input and request feedback on input into Executive Order revisions impacting Tri-Campus organization and policies
* Follow up on the Promotion and Tenure (P&T) survey with Tri-Campus administration to enhance process equity
* Engage with the UW Provost Office to review salary equity and data access
* Review the future development of DEI language in faculty appointment, promotion, and tenure
* Continue to monitor progress and identify opportunities for input on Tri-Campus programs

Most of the meetings, however, revolved around the new executive orders and how they would affect the organization and policies of the Tacoma and Bothell campuses.

November 21, January 23, February 27: Margaret Shepard, Chief of Staff and Chief Administrative Officer of the Office of the President, was present at each of these meetings. She discussed the executive orders and answered questions by the Faculty Council. One executive order for Bothell and Tacoma outlined the academic leadership structures on each campus. Executive Order V surrounds appointment, promotion, and tenure and authorizes faculty and academic leadership at Bothell and Tacoma to make preliminary recommendations in advance of provost or president consideration. Another document included a series of Executive Orders which include the word “dean” and need substantive decisions on how they should be reworked moving forward. Members of the council took the executive orders back to their respective Executive Councils for discussion.

Members shared concerns from their constituents that Bothell and Tacoma still felt as an afterthought and second-class citizens. Members also shared that access was a large topic of discussion amongst constituents and a need for further engagement.

In further conversations, members of UW Tacoma shared discussions with the council of Deans and they shared hopes that these Executive Orders would be the beginning of the process, not the end of the process. They felt the EO’s were transitional and hoped that there would be more people involved in decision making moving forward. Feelings of additional layers between UW Tacoma and UW Seattle Deans and feelings of additional layers between the faculty and the provost were also shared.

Members of UW Bothell shared they would want a robust survey of faculty to address CCPT and APT before any faculty code changes were made. They also shared themes from four conversations, two in the context of EC (one faculty only, and one with Deans). Bothell was particularly concerned for the smaller schools and the language around the VCAA changes which would add a layer of bureaucracy. Deans and Bothell faculty members shared interest in regular opportunities for engagement with the Provost.

Some members shared frustrations with cultural issues they felt were pervasive on the Seattle campus in regard to Bothell and Tacoma. There was also discussion of the reporting structures, Chancellor systems on each campus, and administrative oversight.

April 3: Margaret Sheperd reported that the next steps in the process of the Executive orders were the provost’s meetings with the Deans, and the 60 day review process.

April 24: Bree Callahan (ADA Coordinator) and Mary Mulvihill (Executive Director, Digital Accessibility, UW-IT) joined the council to discuss the ADA federal updates and the universities compliance plans, policies, and liaison program. Members were curious if it was possible the restrictions could be rescinded or pushed back and if external links would apply to the updates.

Margaret Shepherd (Chief of Staff in the Office of the President) and Jason Johnson (Senior Associate Dean of Undergraduate Academic Affairs) joined the council to discuss the Executive Order updates. They shared the 60-day period for discussion and contributions had begun. Johnson shared discussions with Bothell and Tacoma deans regarding code issues instead of EO drafts. There was discussion of libraries and nursing for Bothell and Tacoma, language to establish rights and responsibilities of faculty, elected faculty body language, promotion and tenure, scholarly excellence, removal of the term “Campus Dean”, and large school splits.

Next meeting scheduled for May 22

**Nicole Blair: AI Committee on the FCSA**

**Report dated May 9, 2025**

**Key agenda item: Survey about AI use to be distributed on all three campuses**

Our committee on AI use by UW students was chaired by Daniel Nielubowicz, Assistant Professor in Seattle. We revised a document he had already created, which was supposed to have been circulated to all 3 campuses by the end of the year. I had created a survey for my own classes which I used in 2023 and 2024, so I had already formed ideas about the kinds of issues that were crucial, and the survey he created being quite similar to the one I had already implemented. We worked on this survey over the course of this year and reviewed a draft in early April. The questions were quite standard, such as whether a student had ever used AI, what rules around such use had been made known to them, etc. One important issue that we discussed, however, was whether IRB approval was needed before implementing the survey, but the chair of the FCSA, Lauren Graham, reported that she was confident we would not. However, we did include one last question to the survey as a precaution: “If you consent to your responses being used for academic research described above, please type ‘I agree.’” The last communication I received from the chair of this committee was on April 7th when he sent the survey draft to committee members for our comments. No one suggested any substantive changes to the survey at this time, only minor word issues which the chair addressed himself. I have been informed, as of today, that the survey has now been approved for distribution before the end of this quarter. I am not comfortable sharing the draft version of the survey without the permission of the other members of this committee. UPDATE: the survey was approved and sent to me. I sent it to Anne who posted it to our campus’s students on Thursday, May 8th