

UNIVERSITY OF WASHINGTON, TACOMA  
FACULTY ASSEMBLY EXECUTIVE COUNCIL  
THURSDAY, FEBRUARY 1, 2007  
WCG 322

In Attendance: Greg Benner, Yonn Dierwechter, Charlie Emlet, Diane Kinder, Stern Neill, Julie Nicoletta, Pat Spakes, Marcy Stein, Cathy Tashiro, Alan Wood

Faculty Assembly Assistant: Jamie Kelley

Absent: Donald Chinn, Steve DeTray, Mike Kalton, Ruth Rea

Guests: Ehsan Feroz, George Mobus, Jill Purdy, Jose Rios

The meeting was called to order at 12:50 p.m.

**Meeting Synopsis:**

1. Approval of Agenda
  2. Approval of Minutes
  3. Report from the Chair of Faculty Assembly
    - a. Faculty Code Change
    - b. Climate Report Update
  4. Reports from Standing Committee Chairs/Progress on Goals
  5. Policy Retreat
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**1. Approval of the Agenda:**

The agenda was approved

**2. Approval of the Minutes:**

The minutes from January 17, 2007 were approved.

**3. Report from the Chair of Faculty Assembly:**

a. Faculty Code Change

The proposed changes to the Faculty Code were distributed to EC members to review. The changes being proposed address the definition of "campus" with respect to schools and colleges.

b. Climate Report Update

Marcy gave the EC an update from her meeting with Ana Mari regarding the new climate report. The cost for the second climate report will be \$3500. The cost is

higher than originally estimated, and how it will be paid for will be determined by the end of the quarter.

#### **4. Reports from the Standing Committee Chairs/Progress on Goals:**

Jose gave a report on the Curriculum Committee's progress on their target objectives from the school year. Their first objective was to implement the use of e-submissions of course materials by the end of the year. Patrick Pow has developed a template for this, and issues of security are currently being addressed. The second objective involves updating committee procedure and criteria. It was determined that a calendar needs to be set for all the course changes next year. Why is so much lead time needed for this? The third objective is the development of a course submission procedure at the program level. This is intended to answer questions about how the decisions are being made regarding the creation and reviewing of course materials. In the January meeting, the Curriculum Committee requested copies of existing materials from each program. These materials are needed to ensure code compliance. Marcy suggested that the EC members help gather the materials and bring them to the EC meetings.

Ehsan gave a report from the AP&T Committee. The committee has met twice this school year, and have not had the opportunity to address any of their target objectives yet. Marcy encouraged Ehsan to have his committee members clarify the code for their own departments. Alan had the Faculty Handbook removed from the website because it was outdated. The current handbook is a mess, and it was suggested that it be revised by the Faculty Affairs Committee. It would be a good idea to have links throughout an updated handbook.

Cathy gave a report on the Faculty Affairs Committee's progress on their target objectives for the school year. The first two objectives have been their focus, and they most likely will not get to the third during this school year. Faculty issues such as space and possible locations for the Faculty Lounge have been addressed. The committee is working to craft a process for dealing with equity issues, and have looked at many campuses as a model for UWT. It was suggested that credits be earned for scholarship/service, and is felt by some that faculty workload becomes more transparent this way. Julie mentioned that this was attempted a few years ago, and was met with much resistance from the IAS department. Diane questioned whether or not student advisement was considered service, and Marcy questioned whether or not enrollment management was tied to this. Charlie speculated as to the distinction between graduate classes, and whether or not they would be worth more credits? What are the budgetary implications? Cathy said that the committee is trying to determine how much of this should be dealt with at the program level. A discussion ensued regarding the process by which to make the information available and receive feedback. The programs need to weigh in on this issue, and tenured faculty should participate in the institution building. It was suggested that a webpage be designed for information and comments.

George gave an update from the Strategic Planning Committee. They had another meeting, and it was determined that the Values and Vision subcommittees will have to do more work to define campus culture at UWT. They will also be evaluating accountability measures in terms of workload.

## **5. Policy Retreat:**

Marcy gave an overview of the proposed Policy Retreat in March. This retreat will be a brainstorming session, and a good opportunity for needs assessment. The committee chairs can discuss process by committees and determine what policies they would like to have in play for the upcoming school year. Some departments are lacking in policies on critical items. Are those departments code compliant? What can be done to fix that? What is the merit review policy? What issues do we need to develop new policies for? These are all issues to be addressed in the Policy Retreat. The location TBD and more information will be e-mailed to the committee chairs.

The meeting was adjourned at 2:15 pm.