

## Executive Council Meeting

October 5, 2006

### EXECUTIVE COUNCIL MINUTES

In attendance: Zoe Barsness, Greg Benner, Donald Chinn, Yonn Dierwechter, Janice Laakso, Julie Nicoletta, Ruth Rea, Pat Spakes, Marcy Stein, and Cathy Tashiro  
Faculty Assembly Assistant: Jamie Kelley  
Absent: Steve DeTray

The meeting was called to order at 12:50 pm.

#### Report on the Leadership, Community and Values Survey

LCV "Climate Report" overview and mention of date for Ana Mari to speak at the Carwein Auditorium. Marcy brought up the issue of where files go when they leave UWT and go to Seattle. This is a concern to be addressed at a future meeting. Supplement and addition to the LCV report. Follow-up/Sloane Award. Marcy suggested that we send out the results of the Climate Report to all faculty and staff. Pat thought that it would be fine as long as the data is accurate. The data is from two years ago. Marcy feels that everyone has an idea about what the general "feeling" is around campus. Cathy brought up some concerns about confidentiality, and worried that race and program questions would point to certain individuals on campus. Marcy assured everyone that no one was identified by program. She also explained that Ana had suggested that people not check identifying boxes if they had concerns about confidentiality. Pat informed everyone that not knowing which program was involved did complicate the initial survey. Marcy decided that the data would be sent out for feedback from the Executive Council as long as anonymity will not be jeopardized. Greg thought it might be a good idea if the survey was used quarterly, as a baseline, to see if the issues have been addressed. Marcy was open to the suggestion, and will talk to both Ana and Alan to see what they think.

#### Faculty Participation on Campus Committees

Marcy brought up the issue of faculty participation, and feels that we need a process for integration. Diane is sitting in on the Committee for Academic Integrity for Beth Kalikoff. Marcy feels that standing committees need to be integrated in policy, because it is not functioning effectively. Are sub-committees needed? Ruth said that she had not gotten any feedback on this. Marcy suggested meeting with the Chairs of standing committees to discuss interfacing with non-faculty committees on campus. Ruth asked if it was appropriate to have a committee point-person, and whether or not we should do it. Janice asked how many committees there are at this time. Marcy felt that the best way to do this would be to invite the chairs of the standing committees to an Executive Council meeting. Pat asked where policy development

actually takes place, and asked how we want to structure between policy development and approval. Janice mentioned the importance of interfacing.

Marcy said that we could aim for the next Executive council meeting, but wants to make sure that the faculty is not feeling overworked. Janice suggested getting new faculty involved, and asked when a good time to do this might be. Marcy explained that Bothell has a 4 category framework in place: Scholarship, Teaching, Service, and Institution building. The categories all have clear activities, separate from the others. Can UWT benefit from Bothell having this in place?

Marcy thought it might be a good idea to have freshman faculty involved in institution building as an incentive for tenure. She feels that helping to develop these programs is a positive.

### Faculty Participation and Voting

Marcy answered questions about quorum, and cited the amended bylaws as to what constitutes a quorum. Julie reminded everyone that changes were made to the bylaws regarding quorum and mentioned the possibility of voting by Catalyst.

Zoe asked if we had a quorum by Catalyst in the past. Julie addressed the issue of majority of faculty who voted vs. the half of faculty who are eligible to vote at a meeting. A Catalyst vote requires half the faculty voting over the course of a week or so.

Marcy suggested that we save the voting for the end of a quarter, and have faculty do one vote for multiple issues. Zoe felt that there are parliamentary problems with having one meeting for votes. Zoe mentioned past problems with Catalyst voting, especially in terms of elections. Cathy thought it might be a good idea to post both sides of an issue prior to having a vote. She felt it would be helpful for those unable to attend the meetings.

Zoe asked why it is that we are not getting a quorum at meetings, and wanted to know how Seattle handled this particular issue. Ruth feels that the procedures for voting need to be clarified for everyone. Zoe asked what was needed in a Faculty Assembly and how many are considered the full voting faculty. Julie mentioned the ability for faculty to excuse themselves prior to this year. Ruth feels that it is important for the quorum problem to be addressed quickly and speculated about changing to new forms of government. Zoe asked what our version of the Senate is, and whether or not we are mirroring Seattle. What are we, as a campus, compared to a school or college? She feels that Seattle has many different issues that do not apply to us. Marcy agreed that this was a huge undertaking, and that it needs to be addressed. Marcy mentioned her meeting with Gail Stygall. Marcy feels that this is a crucial way to develop an agreement about how Bothell and Tacoma do business with Seattle. She feels that we have spent sixteen years clarifying who we are as a campus. Marcy feels that it is very important to determine how to do business in a way that does not violate structure. Marcy reminded everyone that we must work within faculty code until the code can be changed.

Ruth asked about how best to do business in the future and get a quorum. Do we have wiggle room in the existing code?

Cathy said that faculty should be encouraged to attend Faculty Assembly meetings.

Janice wondered why it was that people are not coming to the meetings.

Pat asked exactly how many faculty members constitute a quorum this quarter.

Julie said that we have 108 faculty members eligible to vote, which means that we need 54 faculty members present at a meeting for a quorum.

Julie said that she felt Fridays are not good days for Faculty Assembly meetings.

Cathy thought that rotating the meeting dates was a good idea.

### Faculty Assembly Website

Marcy mentioned that the Faculty assembly website is in need of an overhaul, and that Jamie will be working on that with James Woods.

### Faculty Affairs Summary

Cathy gave an overview of the Faculty Affairs meeting. They feel that it will be important to examine faculty workload issues and the issue of merit & workload review. At the first meeting they worked on a process to handle these issues. They intend to gather data on credits & contact hours and determine what that means. They are also checking to see how many courses UWT faculty are required to teach in comparison to Bothell. A process is needed for accommodating other teaching issues as well. Faculty Affairs also discussed the Faculty Lounge and the possibility of faculty-specific parking lots.

### Faculty Participation on Budget Decisions

Marcy mentioned concerns about the faculty handbook not clearly addressing procedure for grievance issues. Marcy thought it might be a good idea to extend an invitation to both Alan and Diane for the next meeting. Marcy also feels that it is important to get reports from all the standing committees, and would like to have Jill Purdy from the Budget Committee at the next Faculty Assembly meeting. Zoe had some concerns regarding the responsibility of the Budget committee as well as concerns over adequate faculty representation on this committee. Pat said that she would discuss this with Ysobel and share these concerns with her. She felt it might be a good idea to take Jill with her. How does Bothell do this?

### Agenda Setting

Janice wanted to know what issues would be worked on in upcoming Faculty Assembly meetings. Ruth speculated about how we could attract more attendees to the meetings. She suggested that we make the meetings more zippy! Zoe feels that we need to institutionalize the appointees in charge of the budget issues for adequate representation, as both Marinilka and Jill are from Milgard. Yonn felt that it would be a good idea to address “nuts & bolts” issues at the F.A. meetings to attract people. Issues such as parking might draw a larger crowd. Cathy thought that there was a report on the faculty lounge that was forwarded to Milt Tremblay, and wondered what the follow-up would be. Pat thought it would be a good idea to invite Milt Tremblay to the next F.A. meeting to discuss the plans for a faculty lounge and faculty parking. Yonn suggested that we have 4 concrete issues on the agenda for Faculty Assembly meetings. Zoe

thought it might be worthwhile to have milt attend Executive council meetings to monitor the progress of those issues. Marcy gave a wrap-up of the tentative agenda for the Faculty Assembly meeting.

Cathy announced that a faculty member is needed for the Library Committee.

Zoe announced that someone was needed for Tri-Campus Council as well.

#### Announcements from Pat Spakes

Pat thought it would be a good idea to invite Ysobel to a future meeting to review the UWT master plan for the next few years. She also announced that UW has filed two bills regarding funding: one that addresses an increase in tuition and the other that involves capitol funding.

#### Close of Meeting

Marcy said she would generate some agenda ideas, and called the meeting to a close. The meeting was adjourned at 2pm.