

Faculty Assembly Executive Council (EC) Meeting

October 17, 2012, 12:30 pm – 2:00 pm

GWP 320, Tacoma room

Attendees: Katie Baird, Jill Purdy, JW Harrington, Greg Benner, Zoe Barsness, Nita McKinley, Yonn Dierwechter, Matt Kelley, Luther Adams, Orlando Baiocchi, Charles Williams, Linda Dawson, Marjorie Dobratz and Tracy Thompson

1) Newsletter and Information

- EC members were asked to provide feedback on the use of time in EC meetings. We all want faculty time to be used appropriately and efficiently.
- Faculty are often not informed about campus issues and activities. EC members should share issues and activities at the campus level with faculty within their units.
 - The first newsletter received positive feedback as another method of keeping faculty informed. Members encouraged posting the newsletter on the EC website as well as sharing the hard copy with their units. The newsletter will be produced monthly.
 - ✓ Correction to newsletter: “Space and Cleaning of Rooms” request should be sent to Facilities Services and not Milt Tremblay.
 - The EC’s updated website is a resource for faculty to stay informed and a place to share information specific to faculty.
 - ✓ Members suggested having a secure webpage that is only accessible to faculty so information and discussions could be shared privately.
 - ✓ Members suggested creating a virtual suggestion box on the webpage for faculty to provide anonymous suggestions.
 - ✓ Faculty suggested listing all campus committees on the website and how faculty can get involved with the committees.

2) Consent Agenda

- The EC minutes from the September 19, 2012, Faculty Assembly Retreat was approved.

3) Old Business

- a. Campus Fellows: Faculty identified a need to develop a systematic way to address substantive issues of academic excellence on campus. The Fellows will be self-nominated, will research and gather information and resources on various issues, will review existing processes and procedures, and will provide recommendations to the EC on how to address a specific topic. The EC will prioritize and select topics for the Fellows. Based on the assigned topic, the composition of the fellows will vary yearly depending on the topic.
 - The Fellows will be a flexible body with a changing mission, focus and charge in order to address various topics of concerns identified by the EC.
 - Fellows will be compensated for their time if funding is available.
 - The EC is responsible for ensuring that the work and the recommendations of the Fellows are considered.
 - The EC is responsible for the accountability of the fellows.
 - The EC agreed to form a small workgroup to guide the direction of the work by providing more specifics. In addition to Katie and Jill, Matt, Charles, Bonnie and JW would join the discussion.

- ✓ Will the Campus Fellows be a task force, ad-hoc, or stand-alone think tank?
 - ✓ Will the Fellows always be self-nominated?
 - ✓ How will faculty/subject matter be recruited to serve on the Fellows?
 - ✓ How will topics be solicited?
 - ✓ How will topic be selected each year?
- b. FA Budget Process: The EC expressed a need to develop a budget expert within the committee. The EC needs to define their advising and consultation role on strategic planning, salary allocation, and budget, which resides entirely with the EC. The EC must create a set of guiding principles that are based on our values for addressing budget decisions. These values will guide funding recommendations.
- Instead of creating a budget expert, the group suggested forming a standing committee or a subgroup of EC members to further define the EC's role on the budget.
 - Katie proposed that a future EC meeting be entirely devoted to budget discussion; invite Harlan to talk about the budget process and answer questions that will be provided to him in advance of the meeting. After the budget discussion with Harlan, the EC will devote the rest of the meeting time to talk about how the EC will proceed with budgetary responsibilities moving forward.
 - ✓ EC members were encouraged to send budget questions to Katie and Jill. The questions will be shared with EC members and Harlan in advance of the meeting.
 - ✓ EC also requested a list of strategic and tactical investments made in the past year so we can determine what to anticipate moving forward in the next two years.
 - Another suggestion: EC set a goal or create a statement of principle where we want to be in a year or two to share with the Chancellor. The Chancellor would be invited to participate in the EC meeting every 6 months to talk about available resources, allocations and share her budget priorities. The rest of the time will then be spent having a conversation on the budget.
- c. Faculty Governance Workshop and Process for Raises: The shared Governance workshop is confirmed for November 2nd from 10:00 am – 12:00 pm. The workshop will focus mainly on the issues of raises this next biennium.
- This will be an opportunity for faculty to get clarification and learn about expected processes at the unit level.
 - To encourage faculty attendance, EC suggested sending an email notice to all faculty announcing the workshop as well as posting the information on the EC's website with links to resources that are specifically related to salary. Some questions to consider are:
 - ✓ What process, as defined by the code, must occur?
 - ✓ What is the degree of freedom and discretion, from a process perspective, do units retain?
- 4) New Business/Agenda Items for the Future
- a. Lecturers and Follow Up for This Year – agenda item for Oct. 31st meeting
 - b. The next book club reading on November 8, 2012, will cover Chapters 9 and 10.