

Faculty Assembly Executive Council (EC) Meeting

October 16, 2013, 12:30 pm – 1:25 pm

Cherry Parkes 103

Attendees: Katie Baird, Orlando Baiocchi, Zhiyan Cao, Linda Dawson, Denise Drevdahl, Rich Furman, Michelle Garner, JW Harrington, Matt Kelley, Nita McKinley, Jill Purdy, Jarek Sierschynski (representing Greg Benner) and Doug Wills

Absent: Greg Benner

1) Updates on Issues—Jill Purdy:

Jill welcomed EC members, including new member Denise Drevdahl representing Nursing. At the prior EC meeting, several issues were identified and some members agreed to do research on those issues and give a quick report. Issues reported included:

- **Criteria for New Graduate Program Approval**—Doug Wills researched this issue to get more insight on how new program approval occurs. A big change identified was that UWT programs no longer go to Seattle for approval; they are reviewed at UWT by APCC. The APCC may appoint a sub-committee to review these proposals and make recommendations to APCC. The subcommittee may consist of people not on the APCC, but they should be graduate faculty if they are reviewing graduate proposals. Such a subcommittee is needed because (1) the review is more extensive than typical curriculum review, (2) not all APCC members are graduate faculty, and (3) members don't vote on proposals from their own programs. Doug will report this info back to APCC next week.
- **Faculty and Diversity Task Force**—Michelle Garner met with Sharon Parker to discuss diversity resources and how to support each other on this issue. Different avenues discussed included efforts being made in faculty searches, student diversity, and the Diversity Task Force; a volunteer ad-hoc committee, appointed by the Chancellor. Sharon is open to attending an EC meeting to discuss issues and answer questions. After discussion, EC members agreed that there is no need to create additional structure within Faculty Assembly, However, keeping the issue of diversity and equity visible across EC functions is important. Suggestions were made to publicize to EC who is on the diversity task force, what the task force's agenda is for the year, how EC can influence greater communication; also, meeting with the task force to brainstorm, set agendas, and identify best ways to move forward as a community.
- **Community of Scholars/Digital Collection**—Jill Purdy gave a brief report about UW Tacoma's Digital Commons. Information from Justin Wadland was featured in the FA October newsletter. The goal is to be supportive of library efforts to create a digital online community of scholars. Faculty were encouraged to look at their digital commons profile, and if they don't have one, it is a great time to ask for assistance. The library currently has a doctoral student working, so there is a great opportunity to leverage her as a resource.
- **Unit Representation on Executive Council**—Nita McKinley reported that representation includes how are units being represented (i.e. number of representatives) and the composition of the membership in terms of lecturers and all classes of faculty. Current bylaws are that for every 20 faculty, there is 1 representative on the EC. This year that would mean 5 representatives for IAS, and Nita projected that with 8% growth for the next seven years, IAS would have 8-9 representatives. This growth will change the size of the EC and create workload strain for IAS. EC needs to consider how it can best represent faculty. IAS has reorganized itself into 5 divisions, so should each division be represented on EC or should IAS be represented at large; additionally, can a person serve in 2 capacities

(e.g., as chair of a standing committee and as IAS representative)? There is currently nothing in the bylaws disqualifying these options. After further discussion, EC deemed the topic to be a larger issue of structure, in which there needs to be a collaborative dialogue with administrators. In the short run, IAS needs to be fully represented as quickly as possible, and EC members had no objections to IAS as a unit making their own decisions about representatives and double counting of certain roles, so long as the process of making that decision is a well-informed and persons have enough balance and power to give input. There was also agreement that the Chair and Vice Chair of Faculty Assembly must represent the faculty as a whole and cannot therefore also represent IAS. A campus conversation will be put on the agenda regarding this issue.

- **Lecturer Representation on Executive Council:** Lecturer Affairs, a subcommittee of Faculty Affairs, has expressed a desire to have a representative attend EC regular meetings. The group is currently working on conversations on what are appropriate ways to ensure that lecturers are represented. Jill discussed with the group, the possibility of at large members to make sure that lecturer constituency is represented. They will be working on putting a proposal together. This would constitute a bylaws change. EC discussed briefly whether lecturers should be identified as a special class of faculty with arguments both for and against creating an “at large” lecturer position. Due to time constraints, Jill moved forward with the next agenda item, and agreed to communicate the concerns that were raised to Lecturer Affairs.

2) Consent Agenda: Sep 23 EC Meeting Minutes (See pages 1-3 of Agenda):

Meeting minutes from the Sep 23 EC meeting were reviewed. Amendments were needed to correct members who attended and were absent from the list. Katie motioned to accept the minutes as amended, Michelle seconded. All were in favor; no objections; 1 abstention.

3) Chancellor’s Report:

JW Harrington presented the Chancellor’s report as an outline for the sake of time, and he briefly discussed the following:

- JW recently met with Jack Lee to get an update on several items including the salary policy revisions; Jack is very optimistic about the prospects, and JW will update faculty on new developments.
- Chancellor Friedman and JW have concerns regarding faculty’s perspective on the Academic Early warning and Student of Concern processes. He expressed an interest to know how faculty are receiving the two processes, and encouraged EC members to email him personally with any information of their stance and or stance of faculty regarding these procedures.
- A message was sent to Jill Purdy and Jan Rutledge regarding the Faculty Assembly budget. He and Chancellor Friedman agree to add \$10,000 to FA budget in this fiscal year and next fiscal year for full funding of the chairs of Standing committees; however, the \$5000 per standing chair would be for professional development, or salary, but not for course buyout at this point in the year. If chairs can be identified before next year starts, the new chairs can have conversations with their Director and find out if it is possible to have a course release. They also put \$3000 in the budget in each of these two fiscal years for Academic Excellence, with the idea that the funds are focused as follow up to Campus fellow activities.
- JW Harrington met with Shell Kramer, Marcia Coleen, Jim Gregory, Bill Kunz, and Michael Foreman to talk about the new IAS faculty bylaws and the new IAS structure., What came out of the meeting was, given that the appointing body for faculty remains the IAS faculty as a whole Jim Gregory felt that the changes didn’t require an RCEP (Reorganization, Consolidation, or Elimination of Programs) process., . There will be a brief to the Provost, who will have to rule on taking the matter to Senate Committee on Planning and Budget (SCPB). EC members were encouraged to look at executive order V, which explains how the university is structured and when the RCEP process is used.

- JW also circulated several handouts that were not discussed, including: a sheet about census data enrollment numbers, admissions information, UW Tacoma undergraduate retention and graduation rates for full-time people entering high schools and community colleges. A key focus of retention was after the summer of the first year; many student are not returning for a second fall term.

4) Election Update and Faculty Affairs Committee Chair:

The election results are as follows: George Mobus has been elected to represent UWT on Tri-campus Policy Committee; There were several nominations for representation on the senate, but we are still without representation for 3 positions with no obvious solution in sight; Yan Bai has been elected to the Graduate Council; Tracy Thompson has been elected to the Strategic Budget Committee; Alison Walker Stromdahl has been elected to the Student Intervention Team, which is the Student of Concern body. We do not have a committee chair for the Faculty Affairs committee due to a large number of new members and assistant professors; the one continuing senior faculty member is currently on sabbatical. In short run, EC will communicate with Faculty Affairs, and advise them as a group on how to move forward, and provide them as much assistance as possible.

5) Academic Misconduct Reporting: 2012-2013 Academic Misconduct Report

All EC members were provided with a draft of the Academic Conduct report. Ed Mirecki shared this as a summary so that faculty have an overview of what is happening with the process; he is open to changes and feedback. Faculty have suggested that additional details would be helpful as well as a greater frequency of reporting. All cases were heard through the informal review, but UWT does have a University Disciplinary Committee on misconduct, which is a formal process. Three faculty members will be selected at random to serve on this committee. Plans are already in place to bring Ed Mirecki and Anna Mertz to the Faculty Assembly Winter 2014 General meeting in January, and also to bring Ed to the December EC meeting. This topic is currently of great concern, and in echoing Chancellor Friedman, it should be absolutely of "paramount importance".

6) COACHE: Overview of results at <http://www.tacoma.uw.edu/faculty-assembly/fa-minutes-agendas-reports>

The results of the survey indicate that there is clearly a great challenge ahead on how to improve things and how to prioritize issues. What EC needs to collectively think about is forming a partnership with JW in thinking about how to make progress on these issues. Jill suggested having the COACHE reconvene and suggest next steps. She emphasized EC should take the lead role and be fundamentally engaged on how to move forward. Faculty need to be aware and report back to units that action needs to happen. EC will charge a subcommittee to come up with a plan initially, disaggregate data, as well as look at qualitative and quantitative data.

7) Good of the Order:

If EC members have any agenda items or concerns they were welcomed to send them via email.

Meeting Adjourned 3:00 pm.