



Faculty Assembly Executive Council (EC) Meeting Minutes

October 24th, 2014; 1:00-3:00p; Cherry Parkes 206C

Present: Julia Aguirre, Charles Costarella, Denise Drevdahl, Michelle Garner, Linda Ishem (substituting for Lauren Montgomery), Bill Kunz, Nita McKinley, Janie Miller, Amos Nascimento, Jill Purdy, and Haley Skipper.

Absent: Orlando Baiocchi, Juliet Cao, Kenyon Chan, Sergio Davalos, Kelly Forrest, Bryan Goda, Marcie Lazzari, Lauren Montgomery, Mark Pendras, Huatong Sun, and Anne Wessells.

A. Action Items (in alphabetical order)

Consent Agenda

The minutes of the October 8th meeting were accepted.

Executive Session: Academic Excellence Groups

An executive session was held to consider nominations for the ad hoc committee for Admissions and the two Campus Fellows groups. Concerns were raised about the short nomination process. Nita will meet with each group to review charge. The following committees were approved by EC:

Ad Hoc Admissions Committee: Marc Dupuis, Meg Henderson, and Andrea Modarres; **Campus Fellows for Diversity and Equity in an Urban-Serving Context:** Emily Sanchez Ignacio, Chris Knaus, Anthony Falit-Baimonte, and Huatong Sun; **Campus Fellows for Teaching Evaluation:** Kim Davenport, Ehsan Feroz, Linda Ishem, Kom Koontz, and Sushil Oswal

B. Chairs Report

- I. **Budget:** Harlan Patterson, Director of Finance and Administration, will present on budget preliminaries for faculty advice at the next EC meeting.
- II. **Communication:** Faculty unit representatives have responded about communicating more with their units.
- III. **Chancellor Search Faculty Forum:** Nita McKinley shared a schedule in which faculty can participate in the Chancellor Search campus visits.
 - There will be a public presentation, a faculty forum, and a lunch with EC members.
 - The public presentation will be taped, but not the other events.
 - EC Reps need to communicate with their constituents the importance of attending events.
 - Faculty should provide feedback to the search committee either personally or through Catalyst site that will be distributed by the search committee.
 - Faculty need to ask questions, but also try to attract good candidates to the campus.

EC discussed questions for the opening presentation at the faculty forum. Concerns were raised about how to determine whether candidates would stay long-term at UWT and how to attract candidates to the campus.

- IV. **Part-Time Faculty Offices:** Marcie Lazzari, Vice Chair, is working with Ross Johnson, Space Planning Manager, regarding part-time faculty offices. Members were asked to contact Marcie if they knew of problems related to this space.
- V. **Salary Policy:** The newest salary policy is currently being discussed in the UW Faculty Senate.
 - This policy will be voted on in the Senate the Spring, so we need to find out about it now.
 - We will likely bring Jack Lee, Past Senate Chair, to campus again to present the policy.

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- The faculty vote on the policy is advisory to the President and Provost.
- Reps should encourage faculty to look at the Senate Webpage where this policy is posted (<http://www.washington.edu/faculty/senate/issues/>)

VI. TRIO grant: Sharon Parker, Assistant Chancellor for Equity and Diversity, is working on an application to the Federal TRIO Programs grant. This grant would provide funding for mentoring and other programs for targeted students from underrepresented groups and first generation students.

C. VCAA Report

- I. **Academic alert:** An email was sent from programs to unit faculty which clarifies the process.
- II. **Advising:** Lorraine Dinnel, Academic Counselor for Undecided and /or Exploring students and Program Administrator of the Academic Advising Center, is now leading the center; there is no director. There are good ideas and energy coming from the advisers to keep things moving forward.
- III. **Curriculum:** UW Tacoma is hiring a Director of Curriculum Development, modeled after a staff position at UW Bothell, to shepherd program proposals from start to finish; represent campus at system meetings; focus on program renewals; and serve as a resource to faculty proposers in filling out form and explaining the process.
- IV. **Equivalencies:** Chancellor Kenyon Chan and Bill will meet with their respective counterparts at UW Bothell, Bjong Wolf Yeigh and Susan Jeffords, on Monday to work on developing Tacoma-specific equivalencies so that students transferring from community colleges can have their equivalent courses recognized by the registration system. Currently, the system only works for Seattle programs. There is a grant from the Bill & Melinda Gates Foundation to extend equivalencies to community colleges.
- V. **Lower division:** Bill has met with the Undergraduate Education Academic Council and Christine Stevens, Associate Professor in Nursing & Healthcare Leadership, to create a document to move forward and provide more definition.
- VI. **Meeting with Vice Provost:** Bill will be meeting with the Vice Provost soon to discuss:
 - Tacoma units' transition from programs to schools.
 - Hiring of PT lecturers. Currently, Seattle wants all part-time lecturer hiring to be competitive, but this may not fit the circumstances of lecturers hired on this campus.
- VII. **Predictive Software:** UWT is likely to pilot a software program that is intended to predict which courses and majors a particular student may be best suited for. Bothell reports this software has been useful. EC members expressed concerns with using this type of software.
 - Software uses student zip code and high school in its predictive model. This may stereotype students based on social class and pigeonhole them into certain courses/majors.
 - Community colleges have other methods, such as testing for math or writing proficiency, for deciding which courses are appropriate for students.

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VIII. **TLC:** Review of the Teaching and Learning Center is complete. Bill hopes to update Executive Council with the results in a couple of weeks.

D. Discussion Items (in alphabetical order)

Combined Fund Drive

Susan Wagshul-Golden, Director of Campus Safety and Chair for the campus fund drive, presented on the Combined Fund Drive (CFD) and events that will occur in the near future. Events can be found on the CFC website: www.tacoma.uw.edu/cfd

Student Conduct

Ed Mirecki, Dean of Student Engagement, highlighted the 2013-2014 student conduct report.

- 67 cases of misconduct total
- 41 academic misconduct cases; 61% of total caseload
- Overall amount of reports went down; but academic increased by 10%
- Decline in report only; increase in investigations
- 82% of academic cases involved plagiarism
- 1% of student population reported for academic misconduct; Seattle has slightly less than 1% and Bothell has slightly over 1%.
- Four students found “not responsible” were all part of one group project, which was resolved with the instructor.

UW system is in the midst of reviewing and rewriting the student conduct code; it is a Washington Administrative Code (WAC), so the process is important. A draft will be distributed next week with a series of public forums.

Meeting Adjourned