



Faculty Assembly Executive Council (EC) Meeting Minutes

May 4, 2016 12:30-1:25pm CP 206C

Present: Jutta Heller; Mark Pendras; Marcie Lazzari; Nita McKinley; Rupinder Jindal; Ellen Moore; Denise Drevdahl via phone; Melissa Lavitt; Marian Harris; Alissa Ackerman; Julia Aguirre; Ji-Hyun Ahn; Greg Rose; Ka Yee Yeung-Rhee; Matt Kelley. Guests: Turan Kayaoglu, Ginger MacDonald, Ed Mirecki. Absent: Chuck Costarell. Excused: Mark Pagano; Jim Gawel; Huatong Sun; Lauren Montgomery.

1) Consent Agenda

The April 15, 2016 Executive Council meeting minutes were accepted. The following additions and changes to the 5.4.16 agenda were accepted:

- Addition: Race & Equity recommendations to Chancellor
• Addition: Update on Time Schedule Committee
• Change: switch order to do Faculty Salary Policy Update before FA Spring Meeting Debrief

2) Race and Equity Recommendations to the Chancellor

Chair, Marcie Lazzari, asked the committee if there were any edits or issues with this document as the Chancellor requested that if there are none, the term "draft" be taken off of the document. EC members had no changes, but instead affirmed the recommendations document. FA Admin will send the affirmed, final version to the Chancellor. Marcie also updated EC members that the first of the recommendations regarding a leadership training workshop on race, equity, and inclusion is being fulfilled and is scheduled for May 19th.

3) EVCAA Report

- Asao Inoue's position has been revised based on his research expertise and the original reasons he was hired at UWT. He is over-seeing the Writing Center.
• UW Bothell asked UW Tacoma to partner in budget requests: 1) cyber-security; 2) student success - expand summer bridge program, staffing support (institutionalizing high impact practices), building out a learning commons (utilizing library system and expanding services) which will impact retention and graduation.
- This partnering looks good in Seattle and Olympia
- Student Affairs and Academic Affairs are on the same page for what students need
• There is support for funding law school at UW Tacoma (budget request); currently conducting a feasibility study
• Internal searches for Associate VC of Research & Associate VC of Undergraduate Education have begun
- UWT campus is not familiar with doing internal searches, but it is valuable as a transparent process
- Expands the definition of service beyond committee work; broaden to include leadership roles
- Faculty members will need to give input on candidates
- The search committee has meetings to review candidates

4) Chair's Report and Discussion Items

a) EC Schedule 2016-2017 Appendix A

Hard copy of schedule was passed around for those continuing to be aware of the scheduled 2016-2017 meetings.

b) Discussion Regarding Student of Concern Team

Discussion Regarding Student of Concern Team

Presentation

Turan Kayaoglu, Associate Professor in SIAS, presented concerns about 2 high stakes cases in which the Team assessed the student to not be threatening. The student was allowed back in class although the faculty member still felt unsafe. The faculty members involved complained that the Team failed to provide a safe workplace and felt that it was a disservice that the cases weren't taken more seriously. Turan asked for EC to discuss if they felt it would be appropriate for the Team membership to include a Faculty Assembly sanctioned member who would focus on representing faculty needs/rights.

Guests, Ed Mirecki and Ginger MacDonald, members of said team, were asked their thoughts on this proposal for an additional faculty member. They began by reporting to EC the current Student of Concern Team membership:

- Jeri Carter (who represents Student Success, focusing on wellness and mental health)
- Ed Mirecki (as conduct officer)
- Susan Wagshul-Golden (director of campus safety; security threats; wellness checks at home if needed)
- Ginger MacDonald (contacts faculty involved)
- Anna Mertz (a staff member from Student Enrollment Services)

Ginger also communicates with Advising and Academic Alert. Once a faculty member reports about an issue with a student the team meets with the student to assess the threat and also works with the faculty member to form a plan. This can include conditions for the student returning to class. The response time from when a faculty member contacts the team with any issue is typically 24 hours or less. If it is an issue of safety or welfare, there is a more immediate response. The team will meet to assess the level of risk.

## **Discussion**

Question from EC member: In regards to the situations that Turan brought concern about, there was a difference in opinion about how the situation should have been handled. Thus, if the assessment from the Team determines that the student isn't a threat, but the faculty member still feels unsafe, what should be done?

Response: There should still be a plan made for the faculty member to feel safe. This might include some coaching on how to handle certain behaviors or having a security officer at the door. A faculty member should not be told to "just deal with it". There should be support, help, and planning for them, even if the situation isn't considered an imminent threat. The faculty member should receive resources and have an ongoing conversation with the Student of Concern Team.

Comment/Question from EC member: Though EC cannot speak about the particular cases of concern, and therefore, it is challenging to address specific issues, it should be noted that various biases play out in faculty/student relationships. The Student of Concern Team is doing a good job in general, and especially in focusing on student rights, but is there anyone in particular on the team who focuses on the rights of faculty in the workplace? The Team doesn't need to change practices, just to have an additional member who focuses on faculty rights so that there is a proper balancing of student rights/perspectives and faculty rights/perspectives.

Response: The Student of Concern Team isn't a closed committee. It would be good to bring in another perspective; someone who also has expertise in these matters; appointed with the help of Melissa (EVCAA) and Cedric (VCSES).

Comment/Question from EC member: It would be helpful to be more connected to resources about what to do when there is an issue; resources to inform the question, "To what degree can I act?" For instance, when can/should a faculty member say "no" to closing their office door when a student requests it for confidential reasons, but is appearing aggressive. It would be good to research these concerns/needs of faculty at large. It would be good to have a point person for these types of questions/issues.

Ginger and Ed made an invitation for someone from EC to attend a Student of Concern Team meeting at some point. Chair of EC, Marcie Lazzari asked for there to be an EC sub-committee to work on writing the role of a faculty member on this team. Nita Mckinley, Ellen Moore, Ginger MacDonald, and Turan Kayaoglu volunteered for this task. Additionally, there was an idea to have more Student of Concern workshops/information offered to faculty members at the program/school level.

c) Faculty Salary Policy Update

**Presentation/Discussion:** The FSP is up again for voting at the 5.19.16 Senate meeting. Some changes have been made to it based on feedback from the President and the "Code Cops." After the 19<sup>th</sup>, if passed, it will go to an all faculty vote. Faculty Assembly will be hosting 4 forums in mid-May to discuss and learn more about the policy. Harlan Patterson will help to explain the fiscal impacts of the policy. At the last Senate Executive Committee meeting there were more diverse voices speaking up at the table about the pros and cons of said policy. It was a more fruitful discussion than before.

d) Faculty Assembly Spring Meeting Debrief

**Presentation/Discussion:** It was noted that not all of the EC members were present at the spring Faculty Assembly meeting. As EC members are representatives of the faculty, it is important to have full representation from EC members at Faculty Assembly meetings, as much as is possible.

The Lecturer Panel resented a full set of data which led into table conversations about lecturer issues, which are a subset of faculty life on campus issues: patterns seen, trajectory, composition, questions of workload, demographics, roles, responsibilities, balance, etc. The discussion of lecturer issues will continue into 2016-2017. It is important in general, but also overlaps with other important conversations.

Another aspect of the conversation highlighted the lack of clarity around service expectations, for all roles. This ties into the broader campus conversation of workload and the ways each unit varies in needs and expectations. UW Tacoma is heavy in community engagement which means that there is often a lot of service to be done. EC members were encouraged and reminded to vote for the Faculty Affairs Bylaws revision.

e) Time Schedule Committee Update

**Presentation/Discussion:** Time Schedule Review Committee met last week and discussed the 2015 Faculty survey on the TSM focusing on how they should respond to faculty concerns and which key themes overlap with student concerns. They looked specifically at extending a lunch period, adding transition time between classes, and more flexibility with the Friday schedule. The TSM was completely reorganized 2 years ago, so it doesn't seem like an option to go back to having 2 day a week classes. The scheduling and facilities people are not in favor of returning to 2 day a week classes.

Faculty Assembly Vice Chair, Mark Pendras, who is also chairing the TSM review committee, asked EC member how important it is for there to be more time for community hours. Faculty representative on the TSM review committee, Jutta Heller, made a diagram that outlines a few options for meeting the expressed concerns.

An EC member asked if the idea of reorganizing the whole TSM not favorable because it is difficult or because there isn't enough space? Some EC members were curious about utilization rates of space on campus. For instance, there are more hybrid and distance learning courses being offered now than before. Additionally, classes have been less full and more faculty have been hired. The TSM was changed two years ago because the growth curve was steep, but now it has slowed down. Another EC member commented that there is a recommended schedule for the TSM, but that there is flexibility within each unit, as long as there is some alignment with the TSM so that students are not barred from classes that they need.

Mark and Jutta will send EC members the schedule diagrams for feedback and continue to update EC on this issue as their committee reviews the TSM.

**5) Adjourn**

**Appendix A**

## Faculty Assembly & Executive Council Meeting Dates 2016-2017

<b>Meeting</b>	<b>Date</b>	<b>Day</b>	<b>Time</b>	<b>Location</b>
Faculty Assembly Fall Retreat	September 26	<i>Monday</i>	9am-12pm; 12-1pm lunch	TBA
Executive Council	September 26	<i>Monday</i>	1pm-3pm	TBA
Executive Council	October 5	Wednesday	12:30-1:25pm	CP 206 C
Executive Council	October 21	Friday	1-3pm	CP 206 C
Executive Council	November 2	Wednesday	12:30-1:25pm	CP 206 C
Executive Council	November 18	Friday	1-3pm	CP 206 C
Executive Council	December 9th	Friday	1-3pm	CP 206 C
Executive Council	January 6	Friday	1-3pm	CP 206 C
Executive Council	January 18	Wednesday	12:30-1:25pm	CP 206 C
Faculty Assembly Winter meeting	January 27	Friday	1-3pm	TBA
Executive Council	February 1	Wednesday	12:30-1:25pm	CP 206 C
Executive Council	February 17	Friday	1-3pm	CP 206 C
Executive Council	March 1	Wednesday	12:30-1:25pm	CP 206 C
Executive Council	March 10	Friday	1-3pm	CP 206 C
Executive Council	March 31	Friday	1-3pm	CP 206 C
Executive Council	April 14	Friday	1-3pm	CP 206 C
Executive Council	April 26	Wednesday	12:30-1:25pm	CP 206 C
Faculty Assembly Spring meeting	May 5	Friday	1-3pm	TBA
Executive Council	May 19	Friday	1-3pm	CP 206 C
Executive Council	May 31	Wednesday	12:30-1:25pm	CP 206 C