



## Faculty Assembly Executive Council (EC) Meeting Minutes

March 18, 2016 1:00-3:00pm CP 206C

**Present:** Lauren Montgomery; Jutta Heller; Mark Pendras; Marian Harris(via phone); Matt Kelley; Alissa Ackerman(via phone); Ka Yee Yeung-Rhee; Melissa Lavitt; Marcie Lazzari; Jim Gawel.

**Absent:** Mark Pagano; Julia Aguirre; Nita McKinley; Huatong Sun; Chuck Costarell; Gregory Rose; Ji-Hyun Ahn; Juliet Cao; Denise Drevdahl; Ellen Moore.

### 1) Consent Agenda

The March 2, 2016 Executive Council meeting minutes were accepted.

### 2) EVCAA Report

**Presentation:** EVCAA, Melissa Lavitt, reported.

- Getting ready to move forward with the two internal searches for Associate Vice Chancellor of Research and Graduate Studies and an Associate Vice Chancellor of Undergraduate Affairs. These will be conducted in Spring 2016. These will be internal searches in the effort of opening positions up for UW community members who are interested in leadership.
- The Campus and Executive Budget Committees are works in progress. They're working toward actionable requirements for decision making as there will be reallocation (budget cuts) for the 2017 fiscal year. The committees are prioritizing ways to support and resource the Strategic Plan.
- The current budgetary model is tuition driven, and therefore, academic units have more financial resources than Academic Affairs. As Academic Affairs prepares for 3 new academic leaders, the budget committees are looking specifically at the following drivers of capacity/cost:
  - a) Section fill-rates; managing enrollments; (75% should not be considered full); doing a better job to maximize capacity; case by case for enrollment
  - b) Curriculum complexity: co-requisites and pre-requisites; more cross-listing, i.e. one course that fulfill' s several unit's needs
  - c) Faculty teaching loads: equity and consistency; how are teaching loads formulated?
  - d) Drop, fail, and withdrawal rates; has not previously been a part of enrollment/ graduation conversations; how many times on average does it take to pass?
- The academic units are to look at these drivers within their units in order to aid the reallocation process.
- Due to the fact that some units are unevenly resourced, the cuts will vary between 1-3% based on variables within each, specific unit
- The goal is to fund campus-level initiatives within the Strategic Plan
- If a budget has carry-forward, there needs to be a plan for those funds. Are they reserved for equipment? Are they just there?
- Another goal is to get units more accustomed to using data to inform their budgets.

**Discussion:** Question and Answer format

Q: Will it take a budgetary system reorganization to resource Academic Affairs?

A: We're not there yet. Units need to have operating budgets; we're trying to understand staffing needs; student credit hour to faculty ratio across campus; what should stay at the unit level? What should be centralized as a shared effort?

Q: How will "intangibles" within a budget get factored in? For example, student credit hour data is tangible, but maintaining connections to community agencies is intangible.

A: The data will be looked at with an explanation from the units (which will include intangible aspects); i.e. spreadsheets with stories.

Q: Developing new systems of review is good. What about other administrative units? Is only Academic Affairs getting lean and efficient?

A: This is a shared concern. We're revising that the request form to hire new staff also come before the Chancellor so that he can exercise his authority to ensure that other administrative units are following suit with have transparent budgetary systems.

Q: Can we compare our campus to like campuses/ aspirational peers in the area of budget like we do for programs?

A: Good idea. Discussion ended due to time constraints.

### **3) Strategic Plan Update**

**Presentation:** Bonnie Becker, Strategic Planning Steering Committee Co-Chair, reported.

EC was updated on the data from the Stakeholder input which influenced the strategic priorities. From each Strategic Priority will come Wildly Important Goals. The committee has a goal of a final draft of the Strategic Plan in June 2016, gathering resources/logistics in the summer 2016, and launching the Strategic Plan in Fall 2016.

Currently, the committee is in the “crowd-sourcing” stage for input into the Wildly Important Goals. Bonnie also presented clarified definitions of key terms so that the language would be consistent.

As a stakeholder group representing faculty, EC gave feedback to Bonnie on the Strategic Priorities, Vision, Mission, and values (see appendix A) for Bonnie to take back to the SPSC.

### **4) Chair’s Report and Discussion Items**

#### a) Revised Bylaws Change for Faculty Affairs Committee

Due to decreased attendance, this agenda item will be moved to the top of the 4.6.16 EC meeting agenda.

#### b) Update: Diversity & Race sub-committee findings

Marcie Lazzari and Mark Pendras will be meeting with Sharon Parker and Ricardo Ortega to further collaborate on diversity, race, and equity recommendations.

#### c) Faculty Assembly Spring Meeting: Brainstorm

Suggestion of focusing on only one topic as the Lecturer forum discussion will need plenty of time. More will be known once particular meetings take place. Chair and vice chair will report back from meetings with Diversity Officers and Lecturer Affairs.

### **5) Adjourn**

# Appendix A

| STRATEGIC PRIORITIES |   |
|----------------------|---|
| Revised              |   |
| <b>STUDENTS</b>      | <i>Advance student success academically, professionally and personally.</i>       |
| <b>COMMUNITIES</b>   | <i>Partner in advancing strong and diverse communities.</i>                       |
| <b>RESEARCH</b>      | <i>Expand and support a range of research, scholarship and creative activity.</i> |
| <b>EQUITY</b>        | <i>Promote and model equity, inclusion, and social justice.</i>                   |
| <b>WORKPLACE</b>     | <i>Foster a climate and culture where we are inspired to do our best work.</i>    |
| <b>GROWTH</b>        | <i>Grow strategically and sustainably.</i>  |

| STRATEGIC PLANNING GLOSSARY                |  |   |
|--|--|---|
| TERM                                       | DEFINITION   | EXAMPLE   |
| <b>VISION</b>                              | A short, vivid statement or image describing a better tomorrow shaped by UW Tacoma's efforts.  | Portland State University (PSU) leads the way to an equitable and sustainable future through academic excellence, urban engagement and expanding opportunity for all.                                   |
| <b>MISSION</b>                             |  |   |
| <b>Strategic Priority</b>                  | The cross-campus areas of focus that are essential to realizing our vision. NACCU refers to a Strategic Priority as a "Core Theme."  | Put students first (PSU)  |
| <b>WIG</b><br><i>Widely Important Goal</i> | A WIG identifies the most important one or two achievements that must be realized within each Strategic Priority over the next three to five years.  | Identify and remediate administrative policies and procedures that impede student success by improving support services, programs and access to courses they need to progress towards graduation. (PSU) |
| <b>Initiative</b>                          | Initiatives bring WIGs to life through action—evaluating, changing, and introducing new policies, programs and practices. Initiatives include activities and measurable indicators of success. | Work with students and administrators to create a comprehensive inventory of policies, procedures, and services; assess their level of contribution to student success; and prioritize improvements.    |
| <b>ANNUAL ACTION PLAN</b>                  | The Annual Action Plan specifies what will be done each year, and by whom, to implement the initiatives.   | The EVCAM will convene a student/administrator task force which will develop an inventory structure, protocol, and timeline.  |

## VISION

The University of Washington Tacoma fosters a thriving and equitable society by educating diverse learners and expanding knowledge through partnership and collaboration with all our communities.

## MISSION AND VALUES

As an urban-serving university, we:

- ❖ Expand access to higher education in an environment where every student has the opportunity to succeed
- ❖ Foster scholarship, research, and creativity to address the challenging problems of our time
- ❖ Partner and collaborate for common good
- ❖ Catalyze the economic vitality of the region

