UNIVERSITY OF WASHINGTON TACOMA
Executive Council Meeting
May 13, 2009
CP 206C

Meeting called to order at 12:35 p.m.

In attendance: Chair, Michael Forman, Vice Chair, Johann Reusch, Gregory Benner, Siân Davies-Vollum, Marjorie Dobratz, Ehsan H. Feroz, Matthew Kelley, Janice Laakso, Josh Tenenberg

Synopsis:
1. Approval of agenda
2. Approval of April 14, 2009 minutes
3. Announcements
4. Executive Session
5. Regular session: C. Emlett, FCATP
6. Adjournment

1. The agenda was approved.
2. The minutes from April 14, 2009 were approved.
3. Announcements
    A. Catalyst vote May 13, 2009
        1) Faculty Assembly Bylaws was approved by more than 2/3 votes. Out of 107 votes, 86 voted 'yes'.
        2) This vote will be effective at the start of 2009-2010 academic year.
        3) Action: Chair, Michael Forman will forward this information to Chancellor Patricia Spakes.
    B. Nomination for Faculty Assembly vice Chair: Marcie Lazzari, Social Work
        1) Lazzari's nomination will be announced at the next Faculty Assembly meeting on May 14, 2009.
        2) Lazzari's personal statement was circulated to the council.
4. Executive Session (12:37-1:20)
5. Faculty Committee Academic Tenure and Promotion (FCATP): Chair, Charles Emlet and Denise Drevdahl (guests)
        1) FCATP would like to establish a deadline for candidates adding materials to their tenure and promotion files.
        2) The deadline will encourage consistency for all reviewing bodies.
        3) Some initial suggestions include, exceptions for substantive material related to scholarship, it will be labeled, and filed separately.
        Marjorie Dobratz suggested that the deadline should be established once the faculty candidate's file goes to the external reviewer. M. Forman suggested that the reviewing committee should establish the deadline. Gregory Benner suggested that FCATP should explain "substantive" or provide some examples. Denise Drevdahl clarified that the reviewing committee should explain what "substantive" additions mean then provide some examples. Josh Tenenberg asked if FCATP will change #2 wording

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to "approved." Tenenberg also suggested that some documentation should be established to serve as record of when additions have been made. Dobratz suggested that #3 should specify a separate folder to be designated for any substantive additions to the faculty candidate's file. Tenenberg added that guidelines should address the process for anyone other than the candidate, who wishes to add something to the file.

6. The meeting adjourned at 1:45 p.m.