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**Faculty Affairs Committee Meeting Minutes**

September 26, 2016 3-4pm CP 103

***Present:*** *Margo Bergman; Marian Harris; Susan Johnson; Greg Benner; D.C. Grant.*

**Chair’s Report and Discussion items**

1. **Date/Time for 2016-17 Meetings**

Faculty Affairs Committee members agreed on meeting from 1:30-2:30pm on the 3rd Tuesdays of each month during fall and winter quarter, with the exception of December (since the third Tuesday is the 20th.) FA administrative coordinator will reserve meeting locations for these meetings.

1. **Revised Charge in Bylaws**

In spring 2016 the Faculty Affairs Committee charge was approved by a full faculty vote to include an ongoing focus on issues of race and equity.

1. **Priorities 2016-2017**

* Hiring practices and search committees:
  + Various units put together search committees differently with different practices
  + I.e. NHCL is a smaller unit so the formation of their search committees is a mixture of volunteers and individuals being asked to be a part of the committee (usually 3 people per committee)
  + IT search committees are formed largely through appointment, with some flexibility
  + A reason for using appointment to committees might be to make sure that all perspectives are represented
  + Idea to have a community member involved on search committees; “community advisor”
  + Important to have consultants sit in on search committee meetings (could be a UW Tacoma person; could be FAC members)
  + What should consultants be looking for?
    - Collaboration; micro-aggressions; “eye-rolls”; networking; advertisements
    - A consultant could help committee reflect and could give feedback; help with teachable moments
    - Some people are unaware of what they do and need to be called out
  + For NHCL searches, all documents were submitted to Sharon Parker, Vice Chancellor for Equity & Inclusion - How is this process related to Academic HR as well?
  + Is it protocol for the Vice Chancellor for Equity & Inclusion to review search documents?
  + Searches could have a rubric based on a code of ethics
  + Survey programs/schools to learn about their search practices
    - Are they proactive/inclusive?
    - How do they treat the candidates?
* Community Involvement:
  + Faculty should get credit for this work
  + Methods to collaborate with community should be encouraged, rewarded, highlighted
* Measures of Equity & Inclusion
  + What are programs doing about being inclusive in all course content?
  + Ask programs/schools what they are doing to be proactive about inclusion – do people feel included?
    - Ask students too – do they feel included?
  + Could a measure of equity be included in teaching evaluations?
  + Chair, Marian Harris, shared about a tool to measure institutional equity that she included in one of her books; she will bring this next meeting to share with the committee
  + Member, Susan Johnson, conducts research on workplace relationships and Chair, Marian Harris, conducts research on the equity of institutions
  + Review the Diversity Fellow’s Statement to look at their recommendations
  + Review Strategic Plan and address impact goal 4 & 5
    - The Diversity Fellow’s Statement recommendations addresses a, b, and c of Impact Goal number 4
* Communicate, Consolidate; combine committees to work on initiatives around race and equity for synergy
* Cedric Howard, past Vice Chancellor for Student and Enrollment Services, is very missed by the Tacoma community
  + Community wants an answer to how programs like Pathways to Promise will continue now that he is no longer at UW Tacoma
  + Follow up with Karl Smith and Kathleen Farrell, co-interim Vice Chancellors for Student and Enrollment Services

In summary for 2016-2017 Charge items:

* + Continue work on Childcare
    - Increase the amount of vouchers available
    - Insure that programs have in place a policy regarding childcare and bringing children to class
  + Ongoing race, equity and diversity work
    - Start with gathering information/taking inventory of what work is already being done
    - Read Diversity Fellow’s Statement
    - Invite Ricardo Ortega to the next meeting
    - Members will bring equity checklists/tools/toolkits for the next meeting
    - Align work with the Strategic Plan
    - Highlight community outreach
    - Emphasize need for respect in faculty interactions
    - Look into having consultants on search committees
    - Evaluate hiring processes for equity

1. **Adjourn**