**Faculty Assembly Executive Council Meeting Minutes**

Friday, 06/01/2020, 1:00 p.m. – 3:00 p.m.

Open Public Zoom Meeting

***Present:*** *Chair Marian Harris, Vice Chair Sarah Hampson, EVCAA Jill Purdy, FAC Chair Jim Thatcher, APCC Chair Robin Evans-Agnew (Arrived after Minutes approval), Randy Nichols, Linda Ishem, Kathy Beaudoin, Arindam Tripathy, Katie Haerling, Ka Yee Yeung, Marisa Petrich, Chuck Costarella, Rupinder Jindal, Danica Miller, Julie Eaton (Filling in for Amanda Sesko), Libi Sundermann, Etga Ugur, Jenny Sheng (Until 1:00 p.m.), Barb Toews, Mark Pagano .* ***Excused****:Annie Nguyen.* ***Absent:*** *APT Chair Yonn Dierwechter, Sushil Oswal* ***Guests:*** *Vincent Da (ASUWT President), LeAnne Laux-Bachand (SIAS), Jeremy Davis (SIAS),* ***Faculty Assembly Coordinator:*** *Andrew Seibert*

1. **Consent Agenda & Recording Permission**
	* Agenda was approved and Recording permission was granted by the Council.
		+ Approval of 05/15/2020 Meeting Minutes
			- Motion to approve the Minutes as written made by the Chair of Faculty Assembly. So moved by Sarah Hampson , seconded by Linda Ishem.
		+ ***Vote:*** *14 yes, 0 no, 1 abstention*
		+ Minutes stand approved as written.
2. **EVCAA Report**
	* The faculty work in categorizing courses into the three modalities below will determine what autumn quarter looks like for UW Tacoma. Later this week we’ll be putting together the instructional plans from the faculty with the instructional space assessment to try to accommodate as many courses as possible in the preferred instructional mode.
	* **In Person Instruction**
		+ For those who will be teaching in person, we know that there will be challenges and differences. Social distancing will be required and UW will provide face masks and cleaning supplies for all employees to use. Facilities will provide cleaning once per day. Information Technology is working on touchless solutions for classroom technology, and faculty may wish to carry their own whiteboard markers and erasers.
	* **Remote Instruction**
		+ For courses that are offered remotely, faculty will need to offer asynchronous options even if they plan to hold online class meetings because students (and faculty) will continue to face challenges with quarantine, illness, employment, childcare, elder care, and transportation.
	* **Requested In Person but can be Remote/Hybrid**
		+ Classes may need to meet in smaller groups, and arrival and dismissal from classes may need to be staggered. We will attempt to accommodate all requests in the classroom spaces we have available.
	* **Instructional Spaces**
		+ While faculty are categorizing courses, staff are simultaneously working on evaluating all the possible spaces that can be used for instruction including large spaces like William Philip Hall. We have a team of campus space, information technology, and facilities professionals who are evaluating all general and specialized instructional spaces. Social distancing, egress/ingress, types of seating, cleaning protocols, technology, and equipment are all factored into assessments.
			- UW Tacoma has excellent HVAC (Heating, Ventilation and Air Conditioning) systems that are capable of circulating 100% fresh air. The UW Tacoma HVAC air filter standard is MERV-13 (MERV means, Minimum Efficiency Reporting Value); hospitals use MERV 14 -16.
			- MERV-13 Filters 90% or better particles; to include bacteria and sneezing, MERV-8 is used as a minimum standard (filters 70%) and does not filter out bacteria or sneezing.
	* I was asked by a faculty member what would happen if a faculty member becomes ill during the autumn quarter. The answer is the same as if we were not experiencing a pandemic; the faculty in the school would identify the best solution on the basis of disciplinary area, type of class, accreditation or certification requirements, and the availability of faculty expertise to cover the class.
	* We are striving to get the autumn schedule updated before the end of June so we can communicate to students and begin processing changes to registrations.
3. **Update and Questions: Chancellor Mark Pagano**
	* Open to questions for Chancellor Mark Pagano with EVCAA Jill Purdy
		+ There was a meeting where EVCAA had specified a decline in enrollment. Could you share an update on this?
			- UW Seattle and UW Bothell are expecting an increase in enrollment in the Autumn quarter compared to the current time last year. Currently UW Tacoma enrollment is five to six percent lower than this time last year. A five to six percent decrease would be a loss of 2.5 million dollars, which would be catastrophic to the budget planning. The Vice Chancellor for Student Affairs is doing everything she can to support recruitment and student enrollment.
			- There is a concern that students may not be coming back in the autumn quarter due to Financial concerns. Some students rely on their financial aid, but with the added concern of how some students will be able to put food onto the table, it may be that the University enrollment may decline due to this fact.
		+ Given uncertainty for current and potential students, is there any consideration of extending or being lenient with deadlines for student enrollment and decision making processes?
			- There was a point in the process when the University accepted students that are qualified until the last possible minute. The Chancellor has said that they are making efforts to contact students during the summer. It would be best for students to sign up late than not at all.
			- The College Success Scholarship may be in jeopardy if the state asks for a budget reduction.
			- Follow up question: Is the campus able to look into the economic downturn in 2008 and compare it to the current pandemic?
				* There is a difference between what is currently happening and what happened in 2008. In 2008 there was a downturn in the overall economy, the loss of jobs, and unemployment. It did get severe, but it happened slowly; whereas the current situation happened all in a few weeks. All colleges around the University (Pierce College, Bates Technical College, Clover Park Technical College, and Tacoma Community College) are being affected by this lower enrollment rate due to COVID-19.
		+ When will Faculty have knowledge of the Summer B term whether it will be in-person, hybrid, or remote learning?
			- President Ana Mari Cauce will hopefully make an announcement in the upcoming weeks.
		+ For the autumn quarter, faculty are being asked to identify if they would like to teach a class as a hybrid to designate specific dates for on campus sessions. How much capacity do we have to offer classes as hybrids?
			- EVCAA will be happy to assist to work and accommodate the maximum capacity. It may be that faculty will have to teach classes in a bigger area such as William Phillip Hall or in the University Y. At this time it is a work-in-progress. The university is following the phases of the Governor's plan.
	* EVCAA and Chancellor Pagano extend gratitude to the 2019-2020 Chair, Vice Chair, and Faculty Assembly Coordinator for their hard work. In addition, EVCAA and Chancellor Pagano extend their gratitude to the Executive Council Representatives.
4. **APCC 2019-2020 Report – Robin Evans-Agnew (**[**See Report**](https://drive.google.com/file/d/1T71KyE_8vR6TekSEklW0LNepPGS7ycyD/view?usp=sharing)**)**
	* Questions for Academic Policy and Curriculum Committee Chair Robin Evans-Agnew about the report.
		+ Faculty did not have any questions for the 2019-2020 APCC Chair. The Faculty Assembly would like to express gratitude to this committee for their hard work.
5. **FAC 2019-2020 Report – Jim Thatcher (**[**See Report**](https://drive.google.com/file/d/1uDMyvavklR7VQHra5edi2DyrKRuOEWjT/view?usp=sharing)**)**
	* Questions for Faculty Affairs Committee Chair Jim Thatcher about the report.
		+ An Executive Council Representative expressed concerns about the Faculty Affairs Committee exploring Faculty Workload given the current situation. The Representative has asked for Faculty Affairs Committee members to provide communication to all units on this topic.
6. **Adjournment**
	* Meeting was adjourned at 1:15 p.m.
		+ Next meeting: Faculty Assembly Autumn Retreat
			- Zoom