UNIVERSITY OF WASHINGTON TACOMA
Faculty Assembly Executive Council (EC)
Agenda
Wednesday, December 14, 2011
Mattress 352
12:30 – 2:00 p.m.

1. Approval of November 30, 2011 meeting minutes

2. Standing Committee Updates (*APC, APT, CC, FA, SBC*)

3. Chancellor's Report
    ➢ *Compensating Extraordinary Service*
    ➢ *Chancellor's Endowment Funds Focus 2012-2013*

4. Interdisciplinarity Dialogue/January FA Meeting Agenda

5. Unit Budget Development/Consultation Processes

6. Other items
    ➢ *Portland State University Visit Report*
    ➢ *VCAS Search Process Final Stages*
    ➢ *January 5th, EC meeting agenda*
    ➢ *Upcoming Faculty Assembly Sponsored Events*

7. Adjourn

Upcoming Executive Council Meetings	Faculty Assembly Meetings 2011-2012
• Thursday, January 5, 2012 MAT 352	• Friday, January 27, 2012 WPH
• Wednesday, January 18, 2012 MAT 352	• Friday, February 3, 2012 WPH [Tentative/Continuation Meeting]
• Thursday, February 9, 2012 Tacoma Room	• Friday, May 4, 2012 WPH
• Wednesday, February 22, 2012 MAT 352	• Friday, May 11, 2012 Longshoreman's Hall [Tentative/Continuation Meeting]
• Wednesday, March 7, 2012 MAT 352	

Attended: Zoe Barsness, Chair, Katie Baird, Vice Chair, Donald Chinn, Linda Dawson, Yonn Dierwechter, Marjorie Dobratz, JW Harrington, Marcie Lazzari, Beverly Naidus, Nita McKinley, Mark Pendras, Peter Selkin, Tracy Thompson, Charles Williams

Excused: Charlie Emlet, Larry Wear

1. **Approval of minutes from November 30, 2011 meeting with noted changes.**

2. **Standing Committee Updates (APC, APT, CC, FA, SBC)**

APC (Nita McKinley)
- Approved a program for Environmental Science
- Reviewed process for program approvals
- Dates for future meetings and for proposals set and will be posted on web

CC (Katie Baird)
- Proposals reviewed
- Discussed – evolving role of CC and APC – possible change in admin work
- January special meeting, Zoe will attend to discuss establishment of special joint CC/APC task force to review CC/APC structures and domains and propose revised structure(s)/domain(s) if found to be appropriate.
- Compiled CC process per Academic unit, will follow up with recommendations to make the process more uniform; formed a sub-committee of: J. Primomo and K. Nelson to see if want to propose recommendations

FA: (Donald Chin)
- No report

SBC – M. Lazzari
- Since the committee is new this year, it would like clarification from EC members about what they see as the role of faculty in the budget.
- Additionally, need to understand what the Chancellor and VCAA see as the faculty's role is in the decision making process over the budget; M. Lazzari to send out an email to EC members reminding them to provide input, which may be discussed at the Jan. 5, 2012 EC meeting.

Standing Committee Report (Z. Barsness)
Chair and Vice Chair met with the standing committee chairs to establish four priorities for this year:

- Research survey on -qualitative and quantitative issues and the obstacles and supports in place for faculty research. This effort builds upon and extends the work the FA committee accomplished in 2010-2011.
- Teaching assessment has been an issue that repeatedly arises and the FA committee will look to begin addressing it this coming year.
- Rethink/redesign purpose and organizational structure of APC and Curriculum Committees (see CC report above)
- New budget process will be refined at the campus level. We will work to identify how best to facilitate the exercise of faculty voice and input at the unit-level budget development process.

Buck Banks wants to discuss undergrad education at EC (January 5 agenda). We also discussed the need to continue working on quantitative literacy and writing at UWT. One goal is to form two task forces, one for writing, and one for quantitative literacy - to keep the momentum going. These task forces would report back to EC with recommendations at end of the year.

3. **Chancellor's Report (JW Harrington):**

VCAA JW Harrington presented two items that he and Chancellor Friedman were working on. The first is a set of guidelines for compensating faculty for extraordinary service. The most common form has been course releases, and students' interacting with long-term faculty is a hallmark of UWT. The Chancellor and Vice Chancellor will suggest that our practice include: streamlining processes and maximizing the use of non-faculty resources for institutional service; providing other forms of support or compensation for faculty engaged in institutional service well beyond the expected norm; spreading the service load more broadly among the faculty; and as a result, reducing the ratio of course releases to the number of total courses offered (per year and per academic unit) to 10%, over time. The subsequent discussion included a suggestion that the numerator of this ratio be limited to service-related course releases, not including research-related leaves (e.g., the research quarter customarily provided during an Assistant Professor's time at UWT, or paid professional leave ("sabbatical leave").

The second item is a change in the uses of the Chancellor's Award and Founders' Endowment, from small awards to individual faculty and non-academic programs to a few major initiatives to build long-term capacity. This year's foci will be support for: faculty developing proposals for collaborative sponsored research; and faculty developing online courses. The first focus will entail the support of two small teams of faculty who will work together during summer 2012 to develop a proposal for a specific federally sponsored competition. The second focus will entail support for faculty members who will work with Colleen Carmean (Assistant Chancellor for Instructional Technologies) to modify one existing course (per faculty member) to be provided online. The first question raised was how faculty could get small-scale support of the type (including small grants for infrastructure) that had been provided from these awards, to which Harrington responded that academic unit heads should be approached for these purposes – making use of the

2

newly distributed Summer Quarter revenues, or any other funds. Discussion then turned to the need for transparency in academic units' decision making about budgets and responses to individual requests for funds. Finally, a concern was raised about the selection process of faculty for these two opportunities: these needs to be as transparent as possible.

4. **Interdisciplinarity Dialogue/January FA Meeting Agenda**
   - This discussion was tabled for either the first or second meeting in January.

5. **Unit Budget Development/Consultation Processes**

Discussion of documentation T. Thompson provided which describes what the faculty code says about how faculty ought to be engaged in the budget process (see handout). The faculty, and possibly staff, may not be as effective as they could be on providing input on unit-level budgets. In some cases,   Education -would be valuable and facilitate the ability of everyone to make more significant contributions in the development of unit level budgets overall and most importantly in a more proactive fashion, at earlier stages in the budget development process. The desire is to assure faculty provides informed input before the budget has already been set by the heads of the academic units.

One suggestion was to collect information via a survey, about how budgets are developed within units. This information could be posted to the web which would help everyone with understanding the ways in which shared governance works across different units

6. **Other items (tabled due to time constraint)**

   - Portland State University Visit Report
   - VCAS Search Process Final Stages
   - January 5th, EC meeting agenda
   - Upcoming Faculty Assembly Sponsored Events

Adjourned 2:05 pm