UNIVERSITY OF WASHINGTON TACOMA
Faculty Assembly Executive Council (EC)
Agenda

Wednesday, April 11, 2012
Mattress 352
12:30 – 2:00 p.m.

1. Approval of March 29, 2012 meeting minutes.

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

3. Facilitating and Enhancing Faculty Engagement in Shared Governance
   ➢ *Update on EC effort to identify current unit-level shared governance practices*
   ➢ *Upcoming Shared Governance presentation Academic Council April 12*
   ➢ *Shared Governance Workshop with Marcia Killien, May 4, 9-10am*
   ➢ *Discussion with Full Professors, June Lowenberg and Marcy Stein facilitators (date TBA)*

4. Review draft agenda for May 4 Faculty Assembly Meeting

5. Executive Council Operations Discussion
   ➢ Approach to standing committee reports
   ➢ Meeting days and frequency

6. Other items
   ➢ *Substitute needed to attend FCTCP Meeting May 24, 9 – 10:30am (UWS, Gerberding 36).*
   ➢ *Calls for Nominations and upcoming faculty votes*
      o *UWT representative to Graduate Faculty Council*
      o *Vice Chair Faculty Assembly*
   ➢ *Upcoming Faculty Assembly Sponsored Events*

Upcoming Executive Council Meetings	Faculty Assembly Meetings 2011-2012
• Thursday, April 26, 2012 MAT 352	• Friday, May 4, 2012 WPH
• Wednesday, May 9, 2012 MAT 352	• Friday, May 11, 2012 Longshoreman's Hall [Tentative/Continuation Meeting]
• Thursday, May 24, 2012 MAT 352	
• Wednesday, June 6, 2012 MAT 352	
Upcoming Events Faculty Assembly Sponsored Events	
• Faculty Discussion: The Challenge of Teaching Writing (Nicole Blair, Facilitator), 4:00 – 6:00pm, Friday, April 20 FACULTY RESOURCE CTR	
• Faculty Lecture & Discussion: Using Research to Improve Teaching: Learning Styles, A Case in Point (Marcy Stein), 5:00 – 7:00pm, Thursday, May 10, ROOM TBD	

UNIVERSITY OF WASHINGTON TACOMA
Faculty Assembly Executive Council (EC)
Minutes

Wednesday, April 11, 2012
Mattress 352
12:30 – 2:00 p.m.
12:34 p.m. came to order

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

Excused: Yonn Dierwechter, Beverly Naidus, Tracy Thompson, Larry Wear

1. **Approval of March 29, 2012 meeting minutes.**
   - Move to approve, seconded, and approved with three abstentions

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

APC (N. McKinley
The next meeting will take place April 12, 2012
On the next agenda:
   - o Four minor 1503 changes to approve
   - o D. Levy informational presentation on CLEP proposal
   - o C. Carmean informational presentation for online courses
   - o Shared governance announcements
   - o Simultaneous application submission discussion

APT (C. Williams for Y. Dierwechter)
Committee hasn't met since the last report
   - EC chair requested reports from unit representatives on proposed acceptance of the revised P&T procedures information after sharing at unit faculty meetings
     - o Several representatives have presented and each has received either positive responses or no specific objections

CC (K. Baird)
   - Met and while no new business to report –a good substantive conversation ensued regarding what role faculty should play in curriculum and new course proposals. A new subcommittee is the main forum for the discussion, but it was helpful to gain more expertise
   - EC chair gave a brief update of the intent to have two presentations by the chair of the subcommittee, K. Nelson to EC at the April 26 meeting, and another one to faculty at the May 4 general assembly meeting

- N. McKinley (APC chair) stated that K. Baird's posting of the 1503 simultaneous submission procedure on the curriculum page has been working

FA (D. Chinn)
Met last Monday, with two members excused and one absentee resulting in no quorum for voting
- Continued discussion:
  o Class A Legislation regarding lecturer contracts and multi-year contracts for lecturers;
  o How to analyze interviews with faculty who are interested in securing external grants;
  o Alternatives to teaching evaluations to be reviewed for making concrete recommendations.

SBC (M. Lazzari)
- Budget report went out on the uwtline with an update about the SBC
- Getting closer to launching SBC website
- Z. Barsness and K. Baird indicated that they have had no further discussions at this time with D. Friedman and JW Harrington regarding best forum for provision of faculty advice and consultation on the budget. Z. Barsness reported that it has been suggested that EC rather than the SBC may be the best forum in which faculty consultation on the budget would occur. Z. Barsness indicated that discussion of this topic with D. Friedman and JW Harrington is scheduled to occur at the upcoming monthly meeting between Faculty Assembly leaders and the Chancellor and VCAA.
- JW Harrington suggested the chancellor needs to have requisite feedback from faculty
- and work with SBC (which includes faculty and non-faculty representatives) before bringing budget proposal ideas to EC. The timing will depend on hearing from the provost's office regarding the legislative budget announcement.
- Z. Barsness suggested the EC develop a list of budget principles from a faculty perspective during the next budget cycle. Such a set of principles and/or suggested guidelines for the Chancellor's consideration would then be reviewed and updated by EC as appropriate each fall. This document would be designed to reflect campus values and also consider longer term situations and contingencies. The Budget Principles and Guidelines developed in the fall of 2010 in conjunction with the directors/dean might serve as a starting point for such an effort. M. Lazzari stated that the SBC is doing this as well.

Reminder to subcommittee chairs – short report needed as exhibits for the May 4 agenda - due by Friday, April 27.

3. Facilitating and Enhancing Faculty Engagement in Shared Governance

➢ *Update on EC effort to identify current unit-level shared governance practices*

- Discussion took place regarding the handout showing faculty attendance by unit and rank within the unit at the January 27, 2012 General Faculty Assembly meeting. Results showed:
    - 29% of voting faculty attended
    - Associate Professors strongly represented
    - Assistant Professor moderate proportion represented
    - Professors least represented

- A discussion ensued regarding whether this is indicative of overall faculty participation in shared governance. How should the relevance of faculty governance be communicated to faculty in the units? What will facilitate faculty attendance at FA meetings?

- Things to consider:
    - Faculty governance is required by code for specific areas within units, (e.g., faculty have primary responsibility for curriculum development, establishment of admissions and graduation requirements, development of criteria for tenure and promotion).
    - What is the current understanding of faculty responsibility and shared governance at the campus level? Unit level?
    - What mechanisms are available to faculty the unit level to get information about procedures and practices?
    - Is the general perception of shared governance positive or negative?
    - What is the understanding of serving at the unit level?
    - Approximately 50 UWT faculty currently serve in some faculty governance capacity whether on Faculty Assembly standing committees, as representatives to the Faculty Senate, on University Councils, etc.
    - What are the motivations for serving? Should there be incentives in place? If so, what would that look like? Should incentives be intrinsic?
    - More faculty participation will be needed as the campus grows. How is this affected by numbers of full, associate, and assistant professors? The proportion of tenure to non-tenure track faculty?
    - If work load is at issue, is there a way to reduce the faculty work load from the standpoint of service infrastructure and overhead?
    - Are administrators on board with shared governance? Do they view shared governance as beneficial or obtrusive?
    - It could be the clarity of the purpose of the committee and the nature of recent committee results that influence faculty willingness to engage. A question was posed regarding how clear are the purpose and results of each committee? Time constraints could affect serving on committees that are not perceived as valuable or achieving valuable results.
        - Resulting comments stemming from the above discussion items:

- o A desire for a broader understanding of shared governance led to scheduling the May 4 workshop by Marcia Killien. Leadership, including administrators from the Academic Council, executive council members, and all standing committee members are invited to participate in the workshop. The desire is to engender teamwork, goodwill, and trust as well as to identify our collective goals for shared governance at UWT. The belief is that everyone wants to achieve the same thing—a great university.
- o While there are many models of shared governance across academia, UWT is confined to a specific set of codes that cannot be changed without legislation.
- o It was suggested that there be one set of procedures – systemized – and published in a procedural manual for all units to follow. It was noted that this may not work because units do not all have the same needs or demands and that these will vary depending on unit size, academic focus, and whether the unit is a school, or a unit within a school.

JW asked what is the current understanding is of the level of and type of shared governance required at the unit level?

- ▪ Resulting discussion:
  - o Is it optional on how departments implement shared governance?
  - o There isn't clarity within the university, based on unit size and growth, or whether the designation is as a school or a unit, or a unit within a school.
  - o Is it advisable for units to grow substantially without a specific process in place for what they need to do when they reach a certain size? When units grow into schools – what requirements change in regards to shared governance mechanisms and what norms need to be in place? It is important to be in alignment with code – even if it's not required.
  - o Faculty are required by code to vote on specific issues within each unit.

- ➢ *Shared Governance Workshop with Marcia Killien, May 4, 9-10am*
  - • The shared governance workshop is designed to bring more clarity on what faculty and administrators need from each other in order to work more effectively as a collaborative team not just to meet legislative requirements.
  - • All EC and standing committee members are expected to attend the workshop, as well as the Academic Council members. D. Friedman and JW Harrington will encourage all deans and directors to attend.

- ➢ *Discussion with Full Professors, June Lowenberg and Marcy Stein facilitators (date TBA)*
  - • The chancellor and VCAA plan to co-sponsor along with Faculty Assembly leadership a workshop with full professors on shared governance. This workshop will be facilitated by J. Lowenberg and M. Stein.

4. Review draft agenda for May 4 Faculty Assembly Meeting

- Chair requested review by EC of the draft agenda for the May 4 general assembly meeting and to send responses to her.

5. Executive Council Operations Discussion
> - Approach to standing committee reports
> - Meeting days and frequency

This topic has been moved to the May 9 EC meeting – and will cover other ways the EC might operate.

6. Other items
> - *Substitute needed to attend FCTCP Meeting May 24, 9 – 10:30am (UWS, Gerberding 36).*
>   - ✓ Discussed and a request was made for someone to step forward to cover this meeting. This is an important meeting to have covered. No immediate response was initiated.
> - *Calls for Nominations and upcoming faculty votes*
>   - *UWT representative to Graduate Faculty Council*
>   - ✓ Discussed and a request was made for someone to step forward to take the vacant seat on the Graduate Faculty Council. It was noted that Marcy Stein has offered to continue on the committee if there are no volunteers. No immediate response was initiated. This appointment will require graduate faculty vote.
>   - *Vice Chair Faculty Assembly*
>   - ✓ A call for nominations will be sent out. The appointment will require a full faculty vote.
>
> - *Upcoming Faculty Assembly Sponsored Events*
>   - ✓ Discussed and noted:
>   - ✓ April 20: Faculty Discussion: The Challenge of Teaching Writing (Nicole Blair, Facilitator), 4:00 – 6:00pm, Friday, April 20 Faculty Resource Center
>   - ✓ Marcy Stein will be conducting a workshop on teaching styles in May.

Meeting adjourned at 1:59 p.m.