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**Faculty Assembly Executive Council (EC) Meeting Minutes**

November 17, 2017 1:00-3:00pm GWP 320

***Present:*** *Lauren Montgomery, Denise Drevdahl, Ji-Hyun Ahn, Michelle Garner, Leighann Chaffee, Jutta Heller, Ka Yee Yeung-Rhee, Menaka Abraham, Laura Feuerborn, D.C. Grant, Jill Purdy, Eugene Sivadas, Justin Wadland, Jie Sheng, Arindam Tripathy.* ***Excused:*** *Mark Pagano, Nicole Blair, Loly Alcaide Ramirez, Ellen Moore, Mark Pendras. Greg Rose. Absent: Sushil Oswal, Charles Costarella.* ***Guests****: Richard Wilkinson, Jane Compson.*

1. **Consent Agenda**

The agenda was approved.

1. **Approval of Minutes**

The October 30, 2017 Executive Council meeting minutes were approved with a few minor edits.

1. **Updates**
	* EC discussed doing some suggested reading about pedagogical equity (suggested by interim Assistant Chancellor for Equity & Inclusion, Deirdre Raynor), compiling a list of actions to take within the classroom, and each EC rep sharing the action list with their academic unit during a program meeting. EC members agreed that having the action come out of institutional support instead of being an optional event will increase effectiveness. There was also discussion about how the Library and other staff could participate or do something similar. EC members wanted to further increase effectiveness by having EC reps report back to EC on how their academic unit conversations went.
	* EC discussed inviting student representatives from Registered Student Organizations to come to EC as part of the annual reporting cycle within EC (which includes SAES, enrollment, student conduct, EVCAA, academic units, parking, etc.) EC would ask the students to share, “What do students want faculty to know?”
2. **Academic Planning & EVCAA Report**
	* Rubric: First two deadlines extended to Jan. 15, and Feb. 7 (from 12/15 & 1/15)
	* Rubric changes – For each question –a write-in choice will be added
	* A S-drive or One-Drive will be utilized for a central place to access materials for the Academic Plan
	* Regents Meeting last week – Academic plan, enrollment report
	* No new hires next year (other than those already approved)
	* Replacement hires considered on a case by case basis
	* FA Chair, Lauren Montgomery, will meet with Chancellor Pagano and the Provost to communicate faculty concerns about “no growth” and ask for more clarity
3. **Unit Reports**

School of Education

* Master of Education – new specialization in Social and Emotional Learning
* Master of Education Admin. – thriving
* EDD program admitting 3rd cohort
* New minor, education and community Engagement

Nursing and Healthcare Leadership

* B.S. Nursing – holding steady
* B.A. Healthcare Leadership – holding steady, could grow
* Master of Nursing – national trend toward practice doctorate (DNP) is pulling numbers down

Milgard School of Business

* Codifying policies and decision making
* Performance evaluation
* Service loads for lecturers
* By-Laws reviewing
* Launching a “Success Center” for students – helping them prepare for and find jobs
1. **Student & Enrollment Services (SAES) Update – VC SAES Mentha Hynes-Wilson**
	* Goal is for students to start strong and end strong
	* Described our student demographic & the new normal of our student needs
	* How to be helpful without coddling or enabling
	* Emergency Aid Fund for students: accessed through Ed Mirecki
		+ <http://www.washington.edu/emergencyaid/tacoma/>
	* Encouragement to break down silos and come together more often for the sake of our students and community
	* Encouragement to tell students “I hear you, I validate your”
2. **PI Policy Discussion –** postponeddue to lack of time.
3. **Constructive Engagement Dialogue – Strategic Initiative Funds Project (SIF)** - Jane Compson, Assistant Professor, SIAS, and Richard Wilkinson, AVC for Organizational Effectiveness & Development
* Working on challenging conversations
* Three methods - Cultivating Compassion, Non-violent Communication & Crucial Conversations
* Discussed timing and venue of the workshops, lots of support expressed
1. **Adjourn**