

**Faculty Affairs Committee Meeting Minutes**

September 16, 2019 12:30-1:30pm SCI 104

***Members Present:*** *Chair: Jim Thatcher, Wei Cheng, Nicole Blair, Rob MacGregor, Rich Furman.*  ***Members remoting through Zoom:*** *None.* ***Members Excused:*** *Sharon Laing.* ***Guests:*** *Faculty Assembly Chair Dr. Marian Harris, Faculty Assembly Vice-Chair Dr. Sarah Hampson, LeAnne Laux-Bachand.* ***Administrative Support:*** *Andrew Seibert*

1. **~~Consent Agenda~~ & Recording Permission**
   * Action Item: Administrative Support Andrew Seibert will remove “Consent Agenda” as it is not necessary in this committee.
     + - Recording permissions granted by Rob MacGregor Seconded by Nicole Blair.
         1. Recording permissions *unanimously* approved by the committee.
         2. Committee Meeting started at 12:32PM.
2. **Approval of 06/06/19 Minutes**
   * Motion to approve the 06/06/19 with corrections made by Rob MacGregor, seconded by Wei Cheng.
     + - Edit:
         1. (2) Approval of minutes date is incorrect and will be changed to 06/06/2019
         2. Vote: ***7 yes, 0 no, 0 abstentions***
         3. Minutes *unanimously* approved by the committee.
3. **Guests – Chair and Vice Chair of Faculty Assembly**
   * Dr. Marian Harris and Dr. Sarah Hampson are following up with all Standing Committees regarding their Charge and to follow their Charge.
     + - Please let them know if you have any assistance or questions
         1. All are welcome to attend Executive Council
       - Invitation: Faculty Assembly Autumn Retreat:
         1. When: September 23rd, 2019 from 1:00-3:00PM.
       - If your school is having a search for Faculty this year, make sure searches are equitable and inclusive and adhere to University of Washington guidelines.
         1. Casey Byrne from Academic Human Resources has created a Faculty Handbook with policies and procedures for Faculty searches which will be coming out soon.
       - Required Syllabi Statement is also newly mandated and required by law. This is located on the Faculty Assembly website.
4. **Academic HR**
   * Chair Jim Thatcher would like clarity on some parts of the new Academic HR Handbook
     + - Even though this document is being made by Academic Human Resources, there may or may not be faculty input.
         1. This relates to Faculty Governance.
       - Academic Human Resources requested to Chair Jim Thatcher after a committee search to upload all notes during search committee.
         1. The committee would like to know the ultimate reason for the Handbook and if it will affect the procedures that faculty have been doing separately when it comes to searches.

Who has the authority to make these changes? What was the process and who was involved the handbook decision? Was this a Faculty governance approval?

Faculty should be following Faculty Governance rules along with Academic Human Resources rules

* + - * Action Item: Chair Jim Thatcher will send an email to Faculty Assembly Chair Dr. Marian Harris to preview the handbook and verify changes to policy and procedures through the Faculty Search process

1. **Discussion of Areas of Interest**
   * + The following topics are the main topics the Faculty Affairs Committee will investigate in the 2019-2020 academic year:
   * Tenured track faculty workload.:
     + - Are there differences between different schools or different workloads?
         1. Lecturers teach 7 courses, while Professors teach 6 courses. There is also a concern on paysale of Faculty.
         2. This is an ongoing issue for Faculty
         3. How did Bothell make the shift of teaching one class less than other campuses?

Who on the Tacoma campus has authority to make these decisions?

Can one unit make different decisions versus another unit’s decision on this?

How was UW Bothell able to do this process financially?

Who makes decisions regarding Campus Classes and teaching load?

There was never a decision on the ultimate workload.

Action Item: Chair Jim Thatcher will help develop an email for Nicole Blair to send regarding this situation to Lauren Montgomery since she is on the Tri-Campus Senate for the 2019-2020 Academic year and also send to University of Washington Bothell.

Action Item: Administrative Support Andrew Seibert will send out invite updates to the Google Drive for Faculty Affairs Committee so this can also be editable on Google Drive.

* + Parking and General Transportation:
    - * Faculty and staff currently have trouble finding parking
      * Why do Faculty have to pay for Parking?
        1. Some places like Amazon, Microsoft don’t charge their employees for parking
      * Free parking behind the Y is now 3-hour parking, and no longer free.
      * Administrative Support Andrew Seibert mentioned that this will also be discussed in an Executive Council meeting with James Sinding leading this presentation
  + Changes to Human Resources:
    - * See above for concerns to the Changes in Human Resources
  + Membership inquiries:
    - * How can a Faculty Affairs member help spread the word about any key topics for the committee and Faculty to focus on as a whole?
        1. This can be better brought up by word of mouth by introducing yourself and your role in the Faculty Affairs Committee whether its through a meeting or group monthly meeting versus an email sent to the school the Faculty works in.
      * Should the committee reinstate the inquiry on creating Social Activities for Faculty
        1. The committee decided it was best to not reinstate the inquiry due to the past concern of budget.

1. **Adjournment**

* Meeting was adjourned at 1:11PM
* Next meeting: Monday, October 14th, 2019