**Faculty Assembly Executive Council (EC)**

**Meeting Minutes**

Monday, 05/13/2024, 12:30 p.m. – 1:20 p.m.
Zoom

***Present:*** *Chair Huatong Sun, Vice Chair Anne Taufen, APCC Chair Julie Masura, FAC Chair Sharon Laing, Kurt Hatch, Monika Sobolewska, Jim West, Zhiquan (Andy) Shu, Barb Toews, Andrea Hill, Robin Evans-Agnew, Rupinder Jindal, Gary Viers, Julia Eaton, Jenny Xiao, Alex Miller, Margaret Griesse, Sushil Oswal, Erika Bailey.* ***Excused:*** *Past Chair Menaka Abraham, APT Co-Chair Christine Stevens, APT Co-Chair Matthew Weinstein, Ruben Casas, Davon Woodard, Mary Hanneman.* ***Guests:*** *Michelle Garner (APT Taskforce Member)* ***Absent:******Program Coordinator:*** *Andrew Seibert*

1. **Opening:**
	* **Land Acknowledgement, Consent to Agenda, Meeting Minutes, Permission to Record, Approval of Meeting Minutes from 4/19/2024.**
		+ The Program Coordinator read the Land Acknowledgement. The agenda was consented as written. Permissions to record for minutes purposes only were granted with no objections. The Executive Council minutes for April 19th were approved with no edits.
2. **Updates**
	* **Faculty Assembly Chair’s Report**
		+ The chair reminded the Executive council of Robert’s rules of order.
		+ The Faculty Assembly Spring quarter meeting was on May 3. 40 participants attended including Faculty Senate leadership. Faculty Assembly plans to post a blog along with videos. Faculty Assembly Chair expressed gratitude for the work of the Academic Planning, the equity-minded faculty workload initiative, and the work of the Faculty Assembly Safety Ad-Hoc Committee
			- Campus Safety Listening Session occurred April 25th on behalf of Faculty Senate Leadership.
		+ [UW Merit & Faculty Unit Adjustments](https://ap.washington.edu/merit/)
			- Elected Faculty council chairs were notified that merit review has started for this year. You can find more information in the hyperlink above.
				* Locally funded unit adjustment in autumn did not occur due to UW Tacoma being on enhanced monitoring of budgets.
				* Centrally funded unit adjustment will be in spring. 1% out of the 3% raise will be provided for unit adjustment purpose this year. Units can then decide on an adjustment between 0.5% and 10% for their faculty. Units are encouraged to keep their EC representative informed on their unit's process.
3. **Discussion**
	* **Faculty Assembly Safety Ad-Hoc Committee Report**
		+ *See faculty assembly website for* [*report*](https://www.tacoma.uw.edu/sites/default/files/2024-05/ec-ad-hoc-safety-committee-report-5-13-24.pdf) *and* [*PowerPoint*](https://www.tacoma.uw.edu/sites/default/files/2024-05/ec-ad-hoc-safety-final-report-5-13-24-presentation.pdf)
		+ Safety intersects in four ways: Physical security, Environmental Health & Safety, Environmental Design, and Relational dimension
		+ The safety framework is not just for faculty, staff, and students, but also the community such as shops on Pacific Ave, and around the campus blueprint.
		+ Physical security assessment/Cybersecurity Infrastructure Security Agency (CISA)
		+ Proposed recommendations to Executive Council from the Safety Committee
			- Host quarterly updates from related campus safety entities
			- Request that administration provide regular updates to the Executive Council and report back on safety initiatives.
			- Executive council to evaluate accessibility of information (such as ease of access for Faculty)
			- Advocate for clear communication and information accessibility
			- Advocate for resources such as budget for floor wardens and safety initiatives. It was estimated that a security upgrade for the campus is over one million dollars.
		+ Coordinate with the tri-campus counterparts at other campuses
		+ The Faculty Assembly Chair expressed appreciation and gratitude for the collective work of the Committee and the presentation of work to Faculty Senate leadership.
			- The Budget Advisory council will be reactivated and the budget for safety concerns can be added as a charge item in the next council.
	* **APT Task Force Recommendation Report**
		+ Update on Senate Legislative Change 24:54
			- A special meeting will be held tomorrow, May 14, to review the latest proposal, which would provide faculty with the ability to respond if a negative decision has been made in the promotion and tenure process.
		+ To seek broader input, Faculty Assembly conducted 3 listening sessions for the following groups respectively
			- 4/18, Tenure-track faculty, 29 participants
			- 4/24, Non-tenure track faculty, 29 participants
			- 5/1, BIPOC faculty, faculty with disabilities, LGBTQ+ faculty, and international faculty across tracks, 13 participants
			- Following invited guests attended the sessions: EC Reps, APT Taskforce Members, EVCAAA, Director of Academic HR, Vice Chancellor for Equity & Inclusion, Secretary of Faculty, and Past Senate Chair
		+ Highlights of the revisions based on feedback:
			- Addressed a key question with a DEIB (Diversity, Equity, Inclusion & Belonging) focus: How do we implement and enforce a predictably just and equitable process and address implicit systemic bias?
			- Advanced the clarity and equity of the APT process at UWT by including teaching track faculty in the APT committee, adding a voting matrix from the Office of Academic Personnel Website, and addressing the disparity of teaching evaluation issues as requested by faculty
		+ The Chair reviewed a list of revisions in the recommendation report and in the bylaw amendment proposal revisions based on the feedback received
			- Cited 24-34.A.3 to clarify scholarship expectations for teaching track faculty on p. 8, based on EVCAA feedback
			- Clarified about the eligibility requirements to deliberate and vote on a P&T file by citing Faculty Code 24-54A and adding a voting matrix provide on the Office of Academic Personnel Website in the recommendation report and in the bylaws amendment proposal, based on Secretary of the Faculty’s suggestion
			- Cited systemic biases observed in *UW Tacoma Climate Survey Faculty Implementation Plan Team Final Narrative Report* (2021)
			- Added a section of resources and guidelines concerning how to use student evaluations for P&T decision to address the issue of the disparity of teaching evaluation
			- It is noted that some feedback could not be addressed as it is beyond the timeline and scope of work for this taskforce. Such issues need to be tackled by the Executive Council. In addition, the taskforce was not able to find the data concerning teaching track faculty from National Center of Education Statistics to reconcile with their earlier data of tenure-track faculty.
		+ Discussion ensued
		+ Next step: The recommendation report is complete and submitted to the Executive Council. It's EC's task to review and proceed with how to proceed with the amendment proposal, contingent on the Class A legislation concerning Faculty Code 24:54 on the faculty senate level.
4. **Adjournment**
* The meeting was adjourned at 1:26 p.m.
	+ Next meeting: June 3, 2024, GWP 320.