

UNIVERSITY OF WASHINGTON
Faculty Assembly
Meeting Minutes
UW Pack Forest Conference Center
Tuesday, September 16, 2008

The meeting was called to order by Chair Michael Forman at 9:46 a.m.

Members present: Michael Forman, Patricia Spakes, Beth Rushing, Marjorie Dobratz, Janice Laasko, Mark Pendras, Sian Davies-Vollum, Johann Reusch, Zoe Barsness, Donald Chinn, Sam Chung, Erica Cline, Chirs Demaske, Marjorie Dobratz, Denise Drevdahl, Charles Emlet, Jerry Finn, Kelly Forrest, Sharon Fought, Richard Furman, Michelle Garner, James Gawel, Cheryl Greengrove, Annette Henry, Michael Kalton, Matthew Kelley, Diane Kinder, William Kunz, Karen Landenburger, June Lowenberg, Ginger McDonald, Nita McKinley, Joane Mocerri, Amos Nascimento, Julie Nicoletta, Jill Purdy, Deirdre Raynor, Ruth Rea, Christine Stevens, Anne Wessells, Charles Williams, Daniel Zimmerman, David Coon, Thomas Diehm, Michelle Garner, Janice Laakso, Altaf Merchant, Jennifer Quinn, Peter Selkin, Riki Thompson, Matthew Weinstein, Jennifer Gogarten

Staff Present: Nancy Geier, Chancellor's Office

M. Forman opened the meeting with an explanation of the Faculty Assembly, its purpose and its importance:

- Shared Governance by faculty
- Collective will of the faculty
- Crucial part of shaping UW Tacoma
- Beneficial to faculty and university
- Ability to legislate
- Committees within the Faculty Assembly are accountable to the larger faculty group
- Required by state law

Chancellor Spakes welcomed the Faculty Assembly.

Discussed the 2009-11 biannual budget and the charge to UWT by the state

- 220 new FTE each year
 - 180 general enrollments
 - 20 critical need enrollments
 - 20 grad enrollments

Bothell new 95 FTE (15% under their regular FTE – to have an opportunity to catch up)
Seattle new 150 FTE

Discussion of funding for:

- College of the Environment engineering degrees
- Math expansion
- Campus safety (all three campuses)
- Phase 3 – Joy Building and Jefferson
- Phase 4 – pre-build

The biannual budget works by UWT requesting specific amounts which are then submitted to UWS, and they submit the requests to the state.

Further budget discussion included:

- There will be open forum in October 2008 to discuss how funding should/could be appropriated.
- Should UWT move to a biannual budget process on campus vs. the annual budget now in place?
- December budget will be submitted
- March/April will know what budget looks like
- Discussion of challenges meeting the FTE in terms of space if not fully funded

Beth Rushing welcomed the Faculty Assembly and introduced eleven new tenure track faculty:

Rich Furman (Program Director, Social Work)
 Rommel Salvador (Assistant Professor, Management)
 Altaf Merchant (Assistant Professor, Marketing)
 Jie Sheng (Assistant Professor, Computer Engineering in January)
 Peter Selkin (Assistant Professor, Physics)
 David Coon (Assistant Professor, Communication)
 Paul Allen (Assistant Professor, Mathematics in January)
 Sushil Oswai (Assistant Professor, Writing/Composition)
 Joane Mocerri (Assistant Professor, Nursing)

Additionally there are another eight new full time lecturers in Business and in IAS:

Adam Forest, Business
 Peter Bacho, Writing
 Jennifer Gogarten, IAS
 Tracey Haynie, Stats
 Gregg Miller, Political Science
 Erin Moody, Writing
 Amanda Stewart, Psychology
 Lee Charles West, Chemistry

Further Discussion included:

- New degree programs are in the pipeline over the next five years: Writing Studies, Sustainable Urban Development, Information Technology & Systems, Human Rights, and Health Care Leadership. The door is not closed to new ideas even though there are budget concerns. Ideas for additional programs/degrees are welcome and can be discussed with Beth Rushing and Diane Kinder.
- Strategic Plans for each unit, and endorsement of the Academic Affairs strategic plan – priorities and funding needs
- Schools/Colleges plan – provost is discussing with Chancellor Spakes
- Accreditation - significant part of what we do this year:
 - Tri-campus Relations
 - Assessment of student learning outcomes
 - All programs need to do this
 - Institutional as well
 - Educational Quality
 - What it means
 - What students want to know and do
 - Expectations for students
 - Resources needed to create the environment in which they can reach the levels we want them to reach
 - Role of faculty workload in educational quality
- NESSE & FESSE results explained
- TCC's perception of loss of student enrollment to UWT
- Hiring freeze questions addressed
 - Replacement positions – yes
 - New Positions – unlikely
 - There is a link between new FTE and New Faculty
 - Student/Faculty ratio discussed

Deirdre Raynor discussed Foundations of Excellence

The Model: Foundations of Excellence: <http://www.fyfoundations.org/>

- Foundations of Excellence is a comprehensive, externally guided self-study and improvement process for the first year that enhances an institution's ability to realize its goals for student learning, success, and persistence.
- Nine dimension committees: Philosophy, Organizational, Learning, Faculty, Transitions, All Students, Diversity, Roles & Purposes, Improvement
- Tasks for each:
 1. Focus on 1-2 specific Dimensions
 2. Determine performance indicators (our ideal/aspirational goals)
 3. Evaluate current state of first year on specific Dimension
 4. Use multiple sources of evidence
 5. Currently collected by UWT
 6. Collected by surveys through the FoE system (modified for UWT)
 7. Provide initial recommendations for action

8. Synthesize into 5 page report, which will be used for liaisons to write institutional report

D. Raynor called for volunteers for the committees listed above.

M. Forman addressed the following amendments:

- **Article III: Faculty Assembly, Executive Council, and Standing Committees, Section 3. Standing Committees.** Change in language in the line: “Upon course approval, the curriculum Committee shall forward its *recommendations* to the Vice Chancellor for Academic Affairs.” Recommendations are to be changed to: **decisions**.
Explanation: Curricular decisions fall within the purview of the faculty which must keep the Vice-Chancellor of Academic Affairs apprised. The Faculty Assembly makes the final decision.
- **Article VII: Faculty Meetings, Order of Business, and Agenda**
Under Meetings and Agenda: the title Chancellor shall be replaced by Chair
Explanation: This amendment corrects an error in the UWT bylaws.

M. Forman explained that these proposed changes cannot be voted upon today based on the fact that there must be a 2/3 majority of faculty in attendance in order to vote and pass proposals.

J. Reusch and M. Forman opened discussion with Faculty Assembly members on the following issues for 2008 – 2009:

- Growth plans and budget
- Creating research opportunities
- Course load
- Participation in UWT budget process
- Schools/Colleges

Discussions of course load/work load:

Faculty Assembly needs to focus on how to deal with issues relating to ratio between faculty and students due to the state’s mandated FTE growth and budget cuts.

- More efficient use of classrooms?
- Will the quality & reputation of UWT be at risk?
- How does the service load fit in?
- Recognizing that Bothell, UWS, and WSU faculty have smaller FTE loads
- Proposal to move from a 6 course load to a 5 course load – establishing a cap; this cap needs to be in writing
- Bothell has a 5 course load cap
- How will research opportunities be affected? Can we find way to facilitate this need?

- Faculty need to be an integral part of the budget process and advise on growth management
- Could a PIP be integrated into UWT system? Establishing a Fellowship Program where grad students teach; could be a win/win situation, instruction experience for them and lighten the load for existing faculty
- Credit load – should there be more 3-4 credit classes? How would that affect the established cap? Would it lead to accreditation challenges?
- Add more survey classes vs. practicum classes to lessen the work load?

Conclusion: The Faculty Assembly needs to define clear FTE goals and parameters.

General discussion proceeded:

- M. Kalton asked: Where do we see UWT in the area of being supportive of scholarship? Most of us see support of scholarship as a step toward more value, and we reward scholarship. However, the reality is that we do teach and do service. As he sees it, no institution will get away with lowering the FTE or the class load. He suggests that since there is no way to lessen the load – the goal should be to keep the load from increasing.
- Reallocating the FTE
- Flexibility to 50/60 students if it's a survey class
- Adding fifteen seminars
- Complex campus – program needs differ; should it be a question of how the program wants to allocate?
- It seems that the decisions need to focus around not whether changes will take place, but how.
- Would lowering class load from 6 to 5 affect the junior faculty's ability to do research?

Conclusion: Does one rule fit all – or should all programs' needs be addressed individually?

M. Forman opened discussion on:

(1) Faculty Assembly participation in the UWT budget process as a necessity due to the current budget crunch, hiring freeze, public and institutions see an increase of students in financially difficult times.

Conclusion: This is a topic for discussion in future meetings - there is a need for a definition of shared ideals to retain quality and reputation.

(2) Institutional Accreditation:

- Tri-campus Relationship
- Bothell – General Assembly
- UWT – Faculty Assembly
- UWS – Senate

Conclusion: Do we want to be a part of this relationship or to be separate? If we want to be a part of the relationship, we must be constantly aware of it and how to affect and shape it.

C. Greengrove added to the discussion on the following topics:

- (1) will we be discussing reconsideration of other ways of voting?
- (2) Moving toward residential students will impact us

Break for lunch and break-out sessions from 12:15 p.m. – 2:30 p.m.

Goal Reports for:

Curriculum:

- How do more courses get approval?
Goal: Educate new faculty
Start with faculty fellows
- E-submissions for new courses will begin in Autumn Qtr. (Seattle still paper)
- Need refresher courses for existing faculty
- Post information on website
- Address standardization of 100, 200, 300, & 400 levels
- Campus wide issue – create forum for information that flows between departments because courses of interest to one department may be of interest to another department
- 3 – 5 credit designations – go through the Curriculum Committee but Seattle makes the decision

Academic Policy Committee:

Goals:

- Review curriculum wide policies (re: academic policy)
- 8 new proposals
- Residential students
- Provide feedback on new policies (currently if students graduate in Summer Quarter they are not eligible for academic honors)

Faculty Affairs Committee

Goals:

- Work on what to do with faculty workload
 - What can be capped?
 - What works for which program?
- Investigate lecture faculty options
 - UWT hiring more and more lecture faculty and there are equity issues on how benefits are calculated
- Administrative costs – a need for faculty to understand how they are impacted
- Faculty/staff relationships

- Staff issues cycle into faculty world
- Staff exposed in ways faculty are not, yet all working as one institution

M. Forman added that regarding the Faculty/Staff relationship, he and J. Reusch met with Staff Association co-chairs, N. McDonald and J. Burley, and feels that meetings like this will lead to a space of shared experiences.

Appointment, Promotion, and Tenure Committee:

Goals:

- Work with departments and program directors to have clear guidelines/criteria
 - How does when a faculty is hired fit within the three-year process
- Understand program flexibility/deadlines
- How are decisions made in regard to voting faculty who entered the system by way of coming in from another university vs. UWT
- Feedback loop – discuss the inconsistencies
- Question of faculty who are hired-on with tenure – is this okay – or should there be another process in place?

Executive Council:

Goals:

Understand representation issues and formalize the process:

- If a Faculty Assembly (FA) member serves on a non-faculty committee, they must be accountable to the FA
- Seek people to serve on non-faculty committees, such as: Enrollment, Strategic Planning, and Budget committees
- Executive Council to make suggestions to Vice Chancellors
- Executive Council to nominate who will serve on non-faculty committees
- Figure out the best way to cover three-year terms with appropriate representation
- Help Faculty Assembly to participate more actively in UWT decision-making processes
- Enhance and improve the entire process of Faculty Governance so that it is a strong unit
- Encourage participation in Faculty Assembly
- M. Forman will send out information to the Executive Council – who will seek nominees

The meeting concluded with the discussion of the related issue of attendance at not only Faculty Assembly meetings, but also at individual committees to which faculty are assigned. Should there be incentives or punitive measures instigated? The number of meetings that need to be attended will be posted on the webpage after the Faculty Assembly staff-person is hired.

There was a motion to adjourn, and it was seconded. The meeting adjourned at 3:12 p.m.