

UNIVERSITY OF WASHINGTON TACOMA
FACULTY ASSEMBLY
TUESDAY, March 04, 2008
TACOMA ROOM
12:50-2pm

In Attendance: Bonnie Becker, Greg Benner, Erin Casey, Anthony D'Costa, Marjorie Dobratz, Denise Drevdahl, Charles Emlet, Ehsan Feroz, Laura Feuerborn, Kelly Forrest, Sharon Fought, Marinilka Kimbro, Diane Kinder, Bill Kunz, Janice Laakso, Karen Landenburger, June Lowenberg, Stern Neill, Julie Nicoletta, Mark Pendas, Jennifer Quinn, Johann Reusch, Jose Rios, Beth Rushing, Eugene Sivas, Pat Spakes, Marcy Stein, Christine Stevens, Riki Thompson

Assistant to the Faculty Assembly: Jamie Kelley

Guests: Joe Chenoweth, Jim Coolson, Jim Posey, Elise Ralph

The meeting was called to order at 12:55 pm

Meeting Synopsis:

1. Approval of Agenda
2. Approval of Minutes from January 17, 2008 and February 5, 2008
3. Report from the Chancellor's Office
4. Report from FCTCP
5. New Business:
 - a. A/B Buyout Policy
 - b. Scheduling Matrix
 - c. UWT facilities report on safety
 - d. Alcohol Policy Proposal
6. Old Business:
 - a. Nominations for FA Chair and Vice Chair
 - b. Schools and Colleges meeting
 - c. UWT Handbook
7. Adjournment

1. Approval of Agenda:

The agenda was approved.

2. Approval of Minutes:

The minutes from January 17, 2008 and February 5, 2008 were approved.

3. Report from the Chancellor' Office:

Chancellor Spakes reported that she has requested property acquisition money for UWT from the state legislature and is expecting to receive approximately \$3 million.

The UW is up for its five year institutional accreditation, and the UWT campus will have related site visits on April 1st and 2nd.

Recommendations from the previous accreditation report include: improving tri-campus relations, increasing diversity at the university, and developing assessment of learning outcomes.

The UWT Budget Committee meets every Wednesday and is interested in questions pertaining to the 2009/11 budget request. This biennium, the committee plans to increase faculty involvement in the Academic Affairs portion of the budget.

The Foundations of Excellence will be conducting a comprehensive assessment of first year students.

4. Report from Faculty Council on Tri-Campus Policy:

Janet Primomo reported that FCTCP has been working with the Faculty Senate on the revision of RCEP and on the cross-campus credit policy. She noted that the spring agenda for FCTCP includes reviewing data and subsequently making recommendations from the evaluation of the three-campus undergraduate curriculum review, following up with UWB/UWT membership on the Senate Committee Planning and Budgeting, and discussing criteria for considering the development of Schools and Colleges within UWB and UWT campuses: Faculty Code Section 26-41.

5. New Business:

a. Elise spoke to the Faculty Assembly about the A/B Buyout policy. She will come to the EC to answer questions about the policy and then EC members will be responsible for securing votes from their respective programs.

b. Marinilka Kimbro discussed the proposed Scheduling Matrix. In 2005, an analysis suggested that UWT campus would be out of space by the year 2008. This year a committee comprised of both faculty and staff created a matrix to address space issues for the next three years. UWS follows a Carnegie Unit model for time scheduling, and the committee believes that the use of this model on the UWT campus

would create efficiencies that UWT does not have currently. The Scheduling Matrix Committee is hoping to have this new matrix in place by fall, as it is much needed to accommodate growth. The EC will troubleshoot, and bring questions from the programs to the next EC meeting.

c. Joe Chenoweth spoke to the Faculty Assembly as a representative for the campus Safety Committee. They have generated a draft of Classroom Emergency Procedures for faculty. The committee will be sponsoring a safety fair in April with members of campus security and people from the community. Date and location are TBA.

d. Alcohol Policy Proposal: The committee is requesting faculty feedback on this policy to be incorporated into the document.

6. Old Business:

a. Nominations for Faculty Assembly Chair and Vice Chair:

Elections for Faculty Assembly Chair and Vice Chair will be scheduled in the upcoming months. The Vice Chair will serve for two years becoming Chair after the first year. If necessary, the current Chair will serve a second year. Please e-mail Marcy Stein with any questions about these positions. Job descriptions can be found on the Faculty Assembly website.

b. Schools and Colleges meeting:

Both Pat Spakes and Beth Rushing will be meeting with the programs about Schools and Colleges and requesting feedback. They are hoping to develop a proposal in the next few months.

c. UWT Handbook:

The UWT Handbook was updated and now contains hyperlinks to the UW Handbook. Appendix A addresses Promotion and Tenure policies. Faculty Assembly will conduct a Catalyst vote to approve the edited version in the next few weeks. Once approved, the revised UWT Handbook will be posted on the Faculty Assembly website.

d. The Faculty Assembly thanked Jamie Kelley for her nearly two years of service and wished her the best of luck in her new position at the Museum of Flight in Seattle.

7. Adjournment

Draft Faculty A/B Salary Policy

The fundamental purpose of the A/B Salary Policy for Faculty Retention is to ensure that sufficient mechanisms exist to support the retention of University of Washington tenured and tenure-track faculty consistent with the University of Washington Faculty Salary Policy.

University guidelines for implementation of the A/B plan can be found at http://www.washington.edu/admin/acadpers/procedures/salary_and_compensation/ab_policy.html

However, each campus unit is charged with developing its own set of specific guidelines. University of Washington Tacoma faculty will be considered eligible for the A/B salary plan if they have a minimum of 25% of their combined salary from grants and/or contracts, and they are considered critical to the mission of their department. The Program Director in consultation with the Vice Chancellor for Academic Affairs will determine eligibility.

Those who are deemed eligible, and who desire to take advantage of the salary adjustment, can incrementally supplement their State-supported salary (Part A) depending on the level of salary offset available from grants and contracts, as per the table below. Participating faculty will be required to sign an agreement to reduce their state FTE incrementally to 0.90 FTE, 0.85 FTE, 0.80 FTE or 0.75 FTE. Note that there is no reduction in the amount of the State-supported salary nor in the responsibilities to the State.

Faculty will be eligible for Part B salary if there is evidence of *sustainable* salary support from multiple competitive grants over a history of at least five years. In addition, the salary offset available from competitive grants over the preceding three years will be no less than 15% more than the desired Part B percentage (see table).

Part B %*	State FTE	Required minimum salary offset
10%	90%	25%
15%	85%	30%
20%	80%	35%
25%	75%	40%

* percentage of new salary (see formula at end of memo)

Faculty receiving Part B compensation should not expect the University to make up a salary shortfall if grant funding is lost. Although unlikely, there may be rare circumstances in which the University may provide all or a portion of the B salary funding in relation to specific additional responsibilities assigned to the faculty member. These unusual circumstances must receive

approval from the VCAA.

If grant funding should decrease below a level to sustain the agreed part B supplementation, the following two options are available.

1. The total salary (i.e., Part B supplement) can be reduced to reflect the new salary offset/effort level.
2. Faculty effort can be increased **temporarily** on a remaining grant in order to maintain the original Part B salary supplementation, provided this is done with **prior** approval of the Director, the AVCSR, and the VCAA, who will consider a number of factors, including:
 - that the change is acceptable to the sponsor. Note that changes of effort that exceed 25% (e.g. going from 20% to 30% effort, a 50% change) often require written authorization from the sponsor.
 - the extent to which grant productivity could be endangered by sacrificing pre-existing dollar allocations for graduate students/postdocs, and other salaries, supplies, contracted services etc, in order to solely protect the PI's Part B supplementary salary,
 - documentation that the faculty has a feasible plan and time-line for restoring the a level of grant support such that the Part B component can again be offset over multiple competitive grants.

Eligibility for a Part B salary component will be reviewed in June of each year.

Final review and approval of the Part B salary request occurs in the Chancellor's Office.

Formula to calculate Part B salary and minimum required history of support:

X = state salary

a = fraction of salary that is state-supported

new salary = X/a

Part B salary = X/a(1-a)

Minimum required history of support = X/a(1-a+0.15)

Example:

X = state salary = 90,000

a	Part B (provided by grants)	Show history of this level	New salary
90%	10,000	25,000	100,000
85%	15,882	31,765	105,882
80%	22,500	39,375	112,500
75%	30,000	48,000	120,000