

UNIVERSITY OF WASHINGTON TACOMA
FACULTY ASSEMBLY
THURSDAY, January 17, 2008
TACOMA ROOM
12:50-2pm

In Attendance: Greg Benner, Isabelle Bichindaritz, Erin Casey, Donald Chinn, Sam Chung, Sian Davies-Vollum, Tom Diehm, Marjorie Dobratz, Denise Drevdahl, Charles Emlet, Ehsan Feroz, Laura Feuerborn, Sharon Fought, Jim Gawel, Teresa HiltMike Kalton, Marinilka Kimbro, Diane Kinder, Bill Kunz, Janice Laakso, Karen Landenburger, June Lowenberg, Nita McKinley, Divya McMillan, George Mobus, Ster Neill, Julie Nicoletta, Mark Pendras, Jennifer Quinn, Ruth Rea, Johann Reusch, Jose Rios, Marcy Stein, Christine Stevens, Ankur Teredesai, Dan Zimmerman

Assistant to the Faculty Assembly: Jamie Kelley

Guests: Sharon Parker, Elise Ralph, Beth Rushing, Pat Spakes

The meeting was called to order at 12:55 pm

Meeting Synopsis:

1. Approval of Agenda
2. Approval of Minutes from December 5, 2007
3. Report from the Chancellor's Office
4. Report from FCTCP
5. New Business: Sharon Parker about Luis Fraga visit
6. Old Business: Nominations for FA Chair and Vice Chair, UWT Handbook, Schools and Colleges meeting, Elise Ralph with the Grant Buy Out Policy
7. Adjournment

1. Approval of Agenda:

The agenda was approved.

2. Approval of Minutes:

The minutes from December were approved.

3. Report from the Chancellor's Office:

Beth Rushing gave a report from the Chancellor's Office on the budget process. The 2008-09 budget planning is underway. UWT has 270 new FTE and approximately 3 million dollars. There were 4.5 million

dollars worth of requests across campus, and the Budget Committee will determine how to best prioritize these requests. The committee is working on linking planning, budgeting and a 2-year budget process for consistency. UWT has a minimum FTE of 240 for next biennium and the baseline number of FTE for freshman is included in the required FTE's. UWT is hoping to have some input on the FTE goal in the future.

Marcy mentioned that it is a goal of the Faculty Assembly to determine the role that the FA plays in the budget process.

Gayle Stygill would like to come to UWT to speak with faculty about the Senate Committee for Planning and Budgeting. New members are needed from UWT/UWB for the 2009-11 budget. The 2009-11 budget is due in mid-March.

Jim Coolsen, Brian Coffey, Cedric Howard and Charles Lord are all on the Alcohol Policy Committee. **This is all I have for this...do you have more information about this committee?**

UW is at a 5-year mid-point check for institutional accreditation. There will most likely be a site visit on April 22nd. They are interested in three major issues: diversity, Tri-Campus relations, and assessment of student learning outcomes.

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

Marcy gave a summary of Janet Primomo's report from the FCTCP meeting. Janet's report included the goals of the FCTCP for 2007-08, which are as follows:

- 1) Adding a member from UWB and/or UWT to the UW Senate Committee on Planning and Budgeting (SCPB) beginning in the 2008-09. We seek volunteers for this position and would like to have someone attend the SCPB meetings as an invited guest this quarter. If you are interested, please contact me.
- 2) Reviewing with the Registrars from all three campuses the cross-campus registration policy for undergraduate students.
- 3) Reviewing the representation from UWB/UWT on UW Faculty Councils and making strategic recommendations about membership and linkages among UW Faculty Councils and similar committees on the UWB/UWT campuses.
- 4) Evaluating the three-campus undergraduate curriculum review process and making recommendations for changes if needed. The evaluation process will solicit feedback from individuals who initiated programs reviewed through this

- process and their respective deans/directors, heads of program committees on each campus, Chancellors, Vice Chancellors, the Provost, the Executive Vice-Provost, Registrars, individuals who commented on proposed programs, and a random sample of faculty senators.
- 5) Tracking the development of the UW North (Everett) campus.
 - 6) Discussing criteria for considering development of Schools and Colleges within UWB and UWT campuses: Faculty Code Section 26-41.
 - 7) Reviewing the revisions proposed by the UW Council on Faculty Affairs on the “Procedures for Reorganization, Consolidation, and Elimination of Programs (RCEP)”. See <http://www.washington.edu/faculty/facsenate/handbook/Volume2.html> UW Faculty Affairs review of the Faculty Code Section 26-41.
 - 8) Revisiting the coordination of Educational Outreach programs on the 3 UW campuses.

5. New Business-Sharon Parker about Luis Fraga visit :

Sharon Parker announced that Dr. Luis Fraga will be visiting with the Chancellor’s Leadership Council, and is willing to meet with faculty. Dr. Fraga has much expertise in diversity issues and can answer questions regarding research funding from the Diversity Research Institute. A date and location will be announced.

6. Old Business:

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 come to the program meetings to discuss responsibilities in more detail. Please e-mail Marcy Stein with any questions about these positions. Job descriptions can be found on the Faculty Assembly website at:

http://www.tacoma.washington.edu/faculty_assembly/standing_committees/source_docs/Chair_VC_jobdescriptions.pdf

UWT Handbook:

The UWT Handbook was edited and now contains hyperlinks to the UW Handbook. Appendix A addresses Promotion and Tenure policies. Faculty Assembly will have a Catalyst vote to approve the edited version before the end of the winter quarter. Once approved, the edited UWT Handbook will be posted on the Faculty Assembly website.

Schools and Colleges meeting:

The date and location of the Schools and Colleges meeting has changed. The meeting will be on February 5th in the Carwein Auditorium during the lunch hour, with a Master Plan Open Forum to follow from 2-3 p.m. A lunch buffet will be served. Renee Smith-Nyberg has agreed to facilitate this meeting.

Elise Ralph answered questions about the Proposed Grant Buy Out Policy. The following policy will go to program meetings for a vote:

Proposed Policy

The faculty member receiving the grant and the program director need to consider both the needs of the program and the requirements of the grant in determining the number of courses that can be bought out during a single quarter or during an academic year.

Where the normal teaching load is six courses per academic year, the buy out rate for one course is 1/9 of the academic salary. More generally, where the teaching load is n courses per year, the buy out rate is $1/(n + 3)$ (where the 3 represents 3 quarters of service). If this rate is used, the faculty member is expected to maintain full service responsibilities. If the faculty member chooses not to maintain full service responsibilities he or she must establish the buy out rate with the academic director.

In special situations a faculty member may be allowed to use grant funds to buy out her or his full teaching load. This requires the approval of the grant proposal by the Program Director before the grant is submitted. Directors and faculty members need to carefully consider the timing of course buy outs when the faculty member's expertise is of critical importance to the program during the quarter for which the buy out is requested.

Arrangements that differ from the above must be approved, in writing, by the Vice Chancellor for Academic Affairs.

7. Adjournment