



November 6, 2017

Faculty Effort Certification Task Force

Dear Colleagues:

In April 2017, a task force on Faculty Effort Certification (FEC) was jointly appointed by the UW Faculty Senate Chair and the Provost. The charge for the task force were to “... *provide support to our faculty colleagues who are required to report to the federal government and help to clear up reporting confusion...*” and “...*to facilitate and enable the conversations between faculty and chairs/directors regarding balance of effort*”.

In preparing the final report the task force reviewed federal regulations, UW policies and procedures, information on UW’s website, select peer institution policies and responses to a recent survey of School of Medicine (SOM) and School of Public Health (SPH) faculty concerning FEC and other matters. Additionally, task force members shared their experience, knowledge and perspectives from broad backgrounds including roles as faculty, department chairs, or members of the Dean’s Office and central administration.

The final report of the task force was issued to Provost Baldasty and then Chair of the Faculty Senate, Zoe Barsness, in July 2017. Ten recommendations were made to clarify the relevant activities, processes, and implementation of policies. Nine of the ten recommendations are now being implemented under the efforts of UW’s Management Accounting and Analysis (MAA) team with the goal of implementing those recommendations before the end of Winter 2017 quarter. One recommendation (number 7) is not under the control of MAA as it relates to how Deans may improve communication on the distribution of their unit’s RCR funds to better facilitate chairs and faculty communicating clearly and openly regarding support of faculty non-sponsored activities. This recommendation will be considered and discussed further by the Deans and other relevant UW administrative leadership. Faculty Council for Research also will be requested to study the report and provide comment to the Senate Executive Committee on its recommendations.

The FEC task force report will be available to faculty senators soon on the Faculty Senate website.

Sincerely,

Gerald J. Baldasty
Provost and Executive Vice President
Professor, Department of Communication

Thaisa Way
Chair, UW Faculty Senate
Professor, College of Built Environments