

**University of Washington**  
**Faculty Council on Tri-Campus Policy**  
October 25<sup>th</sup>, 2018  
9am – 10:30am  
Odegaard Undergraduate Library 320

**Meeting Synopsis**

1. Call to order
  2. Welcome and introductions / review of charge letter
  3. Council orientation – Joey Burgess (Faculty Senate Office)
  4. Review of the minutes from May 24, 2018
  5. Faculty Council chair interviews – Teaching & Learning / Student Affairs (Thomas Halverson, Christopher Laws)
  6. Good of the order
  7. Adjourn
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**1. Call to order**

The meeting was called to order at 9:00 a.m.

**2. Welcome and introductions / review of charge letter**

Stein (the chair) welcomed the council members and each member introduced themselves.

The chair reviewed the FCTCP charge letter (Exhibit 1). The goals and topics for discussion for the council are:

- ❖ Analyze the extent to which University Faculty Councils take tri-campus matters into account while conducting their business and draft report for the Provost and Faculty Senate leadership with findings with the goal of improving alignment and collaboration among the three UW campuses.
- ❖ Work with the University Registrar to implement changes designed for tri-campus review process.

**3. Council orientation – Joey Burgess (Faculty Senate Office)**

Joey Burgess, Assistant to the Secretary of the Faculty, gave a brief overview of the roles and responsibilities of Faculty Councils using a PowerPoint presentation (Exhibit 2).

**4. Review of the minutes from May 24, 2018**

The minutes from May 24, 2018 were approved as written.

**5. Faculty Council chair interviews – Teaching & Learning / Student Affairs (Thomas Halverson, Christopher Laws)**

The chair introduced the chairs of the Faculty Council on Teaching and Learning (FCTL), Tom Halverson (TH), and the Faculty Council on Student Affairs (FCSA), Chris Laws (CL). She then asked each chair a series of questions that were presented using a PowerPoint presentation (Exhibit 3). Below are the questions and a summary of the responses from the FCTL and FCSA chairs.

*What are the general responsibilities for your Faculty Council?*

CL – FCSA monitors and considers policy related to non-academic issues related to students such as financial aid or housing.

TH – Similarly, FCTL focuses on policy related to both academic and non-academic issues related to the improvement of teaching and student learning such as distance learning or educational outreach.

*What is your 2018-19 charge?*

CL – In past years FCSA has been involved in the revision of the student conduct code. The charge for this year that will continue this work includes revisions to hazing policies using Class B legislation. FCSA works closely with the UW Division of Student Life, in particular on the Circle Project and on international student issues. The council also is charged with addressing religious accommodations and medical excuse notes. Both FCSA and FCTL are charged with addressing these issues. Finally, other items that the FCSA considers include: campus climate survey, medical leave policies, emergency aide, intercollegiate athletics, and housing policy.

TH – FCTL is taking up issues related to course evaluations this year. Jason Johnson, Senior Associate Dean and Associate Vice Provost for Undergraduate Academic Affairs, and Penny Yee, American Council on Education Fellow, are digging into this locally and nationally. The council also will look into Saturday finals that are primarily an issue on the Seattle campus. The council will consider how prevalent this issue is on the Bothell and Tacoma campuses. Finally, the council is looking into, with the library staff, open source textbook materials. The council is trying to better understand how to support faculty and help them embrace this change.

TH further commented on the work that FCTL and FCSA will take on regarding medical and religious accommodations with respect to tri-campus policies.

*What is your current representation from the other two campuses?*

CL – FCSA is missing faculty representation from Bothell and Tacoma (usually have representatives). The council has had strong student participation from all three campuses, although Tacoma student representation could be improved.

TH – FCTL has representation from Bothell (2), but no one from Tacoma.

*To what extent does your scope of work affect all three campuses?*

CL – FCSA broadly affects all three campuses. The major policies the council has moved on have been successful because of the tri-campus representation on the council. However, it is not clear how these policies are communicated on Bothell and Tacoma.

TH – FCTL policies also broadly affect all three campuses. Having representatives from Bothell is helpful to understand how policies specifically impact their campus.

### *Additional questions from the council*

The chair asked CL about housing for Tacoma and Bothell. CL responded that the council focus is on Seattle. The chair noted that Bothell also is tight for space. The ASUW Seattle rep will present a preliminary housing report at the next FCSA meeting. Angelia will talk with Bothell and Tacoma before this presentation.

Another member asked CL about international initiatives. CL responded that these are initiatives coming out of student life (from Denzil Suite, Vice President for Student Life). Student Life is trying to centralize resources for international students on the Seattle campus, but the intent is to model this at Tacoma and Bothell where the international student population is growing. CL will reach out to Tacoma and Bothell to align campus efforts in providing resources.

The chair asked TH about the need for closer communication among the campuses. The chair wondered if geography is a significant issue and if the campuses are missing out by not fully participating on these faculty councils. TH responded that there are lots of opportunities to gain from the other campuses. TH suggested that more virtual meetings may help with participation. The chair expressed that there may be a shared sentiment among faculty that some policies work well on their own campus, but there may be greater advantages in working with the Seattle campus. TH also noted that it is a disproportionate burden for the other campuses. Faculty from Bothell and Tacoma may be trying to invest in their respective campuses, but Seattle also wants them to be invested in the work of the council. TH suggested that it will take balance and putting forth some good will to invest in Tacoma and Bothell. The chair recommended that the council members interview faculty on their campuses with respect to participation on Faculty Councils.

Another member asked about the formality of the policies being discussed. Could there be a space for more informal conversations?

A member asked to what extent the other campuses have the autonomy to set their own policies. Joe Janes, Vice Chair of the Faculty Senate, responded that there are several ways to think about this, and it depends. The Faculty Code governs across all three campuses, but Bothell and Tacoma have their own by-laws. FCAS is one council that addresses only Seattle issues. The chair echoed that the UW operates with a certain level of ambiguity.

### **6. Good of the order**

Nothing was stated.

### **7. Adjourn**

The meeting was adjourned at 10:00 a.m.

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*Minutes by Lauren Hatchett, lehatch@uw.edu, council analyst*

**Present:**                      **Faculty:** Marcy Stein (chair), Lawrence Goldman, Meghan Eagen-Torkko, Brent Lagesse, Wes Lloyd

**Ex-officio reps:** David Socha, Joseph Janes, Marian Harris, Claudia Gorbman,  
Angelia Miranda

**President's designee:** Anita Krug

**Absent:**

**Faculty:** Joseph Tennis

**Ex-officio reps:** JoAnn Taricani, Lauren Pressley, Naga Palepu

**President's designees:** Patricia Moy, Jill Purdy

**Exhibits**

Exhibit 1 – fctcp\_chargeletter\_2018-19\_draft\_final.docx

Exhibit 2 – Orientation to University Faculty Councils.pptx

Exhibit 3 – FCTCP October 25 2018.pptx

September 16, 2018

Marcy Stein, Chair  
Faculty Council on Tri-campus Policy

Dear Professor Stein:

The Faculty Council on Tri-Campus Policy is charged with responsibility “for matters of academic and non-academic policy between and among the campuses of the University of Washington” (Faculty Code, Sec 42-46). Activities historically performed include conducting tri-campus review as part of the approval process for proposed curriculum changes, analyzing possibilities for synergy among UW campuses, and advising and informing key administrators from all three campuses on the issues and interests of the others.

Our recommendation is that the council identify specific goals that can be accomplished by the end of the 2018-19 academic year.

The Senate office did a background review to help identify goals for your council. This included review of minutes from last year’s meetings, review of discussions at Faculty Senate meetings, and selected outreach for topics. Recommended goals and / or topics for discussion include:

- Analyze the extent to which University Faculty Councils take tri-campus matters into account while conducting their business and draft report for the Provost and Faculty Senate leadership with findings with the goal of improving alignment and collaboration among the three UW campuses.
- Work with the University Registrar to implement changes designed for tri-campus review process.

After your first council meeting we will be available to discuss the goals your council identified. Thereafter, we will post your council’s goals on the Faculty Senate website to communicate the important work you are doing on their behalf.

Sincerely,

George Sandison  
Chair, Faculty Senate

/jmb

# Orientation to university faculty councils

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*JOEY BURGESS, UW FACULTY SENATE OFFICE*

# Welcome to the Faculty Senate

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- ❖ George Sandison, Faculty Senate Chair
- ❖ Joe Janes, Faculty Senate Vice Chair
- ❖ Thaisa Way, Chair, Senate Committee on Planning and Budgeting
- ❖ Mike Townsend, Secretary of the Faculty
- ❖ JoAnn Taricani, Faculty Legislative Representative
- ❖ Jordan Smith, Assistant to the Chair
- ❖ Joey Burgess, Assistant to the Secretary
- ❖ Lauren Hatchett, Council Analyst

# Faculty councils

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- ❖ Address issues of the faculty as a whole for the general welfare of the university
- ❖ Standing committees appointed by the Senate Executive Committee and confirmed by the Faculty Senate
- ❖ Advise both the provost and the Senate Executive Committee on issues of faculty and university concerns
- ❖ Roles include:
  - ❖ Prepare legislation and resolutions to the Senate Executive Committee
  - ❖ Submit reports to the senate chair
  - ❖ Receive and make recommendations on behalf of university faculty
  - ❖ Request information/assistance and appoints ad hoc committees to address university concerns
  - ❖ Receive reports from university administrators and provides recommendations/feedback
  - ❖ Represent faculty through service on university-wide committees

# Faculty councils and subcommittees

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- ❖ Academic standards
  - ❖ Admissions and programs (SCAP)
  - ❖ Admissions and graduations (SCAG)
  - ❖ Honors
  - ❖ UW Curriculum Committee (UWCC)
- ❖ Benefits and retirement
  - ❖ Family Leave
- ❖ Faculty affairs
- ❖ Multicultural affairs
- ❖ Research
  - ❖ Classified/restricted research
- ❖ Student affairs
- ❖ Teaching and Learning
  - ❖ Best Practices in Online/Hybrid Teaching and Learning Environments
  - ❖ Cataloging Assessment and Improvement of Teaching & Learning Across Colleges
  - ❖ Teaching and Learning Effectiveness for Part-Time Lecturers
  - ❖ Diversity- and Equity-Informed Pedagogies
- ❖ Tri-campus Policy
- ❖ University facilities and services
- ❖ University libraries
- ❖ Women in academia

# Council membership

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- ❖ Voting members of the university faculty (3-year terms)
  - ❖ Appointed by the Senate Executive Committee
- ❖ President's designees (1-year terms)
  - ❖ Appointed by the president
- ❖ Ex officio members (1-year terms)
  - ❖ Associated Students of the University of Washington (ASUW)
  - ❖ Graduate and Professional Student Senate (GPSS)
  - ❖ Association of Librarians of the University of Washington (ALUW)
  - ❖ Professional Staff Organization (PSO)

# Faculty council chairs

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- ❖ Provide leadership of council activities and meetings
- ❖ Represent university faculty and their concerns to stakeholders across UW
- ❖ Work closely with Faculty Senate leadership to pass legislation/resolutions
- ❖ Work with other council chairs on issues that impact multiple stakeholder groups
- ❖ Serve as ex officio voting members of the Faculty Senate

# Meetings

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- ❖ Meetings last 1.5 hours
- ❖ Quorum is 50% of all voting members
- ❖ When quorum is met councils can take official actions (approve minutes/legislation/etc.)
- ❖ When quorum is not met councils can still meet, but not take official action on agenda items
- ❖ Ex-officio representatives vote on some councils, and do not vote on others

# Google drive

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- ❖ Used to host council meeting materials and facilitate council collaboration
- ❖ No securities on folders, all are accessible via a hyperlink sent in meeting announcements

# Senate legislative process – class A

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- ❖ “All changes to the Faculty Code”
- ❖ Begins with a faculty council
- ❖ Approved by the Senate Executive Committee (1<sup>st</sup> round)
- ❖ Approved by the Senate (1<sup>st</sup> round)
- ❖ Reviewed by the code cops and the president
- ❖ Approved by the Senate Executive Committee (2<sup>nd</sup> round)
- ❖ Approved by the Senate (2<sup>nd</sup> round)
- ❖ Approved by a full faculty vote
- ❖ Approved by the president

# Senate legislative process – class A

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- ❖ Professor of Practice
- ❖ Lecturer issues
- ❖ Faculty Salary Policy
- ❖ Updates to the Faculty Code
- ❖ Academic Freedom and Responsibility
- ❖ Modifying Procedures and Promotions

# Senate legislative process – class B

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- ❖ “Legislation that is not class A”
- ❖ Begins with a faculty council
- ❖ Approved by the Senate Executive Committee
- ❖ Approved by the Senate
- ❖ Approved by the president
- ❖ Legislation is sent to the full faculty for feedback
- ❖ If less than 5% of voting members object, the legislation is approved
- ❖ If 5% or more object, the legislation returns to the senate to consider feedback

# Senate legislative process – class B

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- ❖ Updates to Scholastic Regulations Chapters 101-117
- ❖ Revisions to Student Conduct Code
- ❖ Revisions of Scholastic Regulations to create a diversity graduation requirement for undergraduates.
- ❖ Revisions related to Scholastic Regulations.
- ❖ Procedures related to Honorary Degrees.

# Senate legislative process – class C

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- ❖ Senate resolutions, not legislation
- ❖ Begins with a faculty council
- ❖ Approved by the Senate Executive Committee
- ❖ Approved by the Faculty Senate
- ❖ Announced to the entire voting faculty
- ❖ Non-binding; therefore used sparingly to support specific policy actions or garner awareness on exceptional issues
- ❖ Alternatives to Class C's:
  - ❖ Collaborating with other councils
  - ❖ Consulting with Senate Leadership to find the most effective way to address the issue

# Senate legislative process – class C

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- ❖ Resolution Concerning Transgender Coverage
- ❖ Resolution Concerning University of Washington International & English Language Programs Extension Lecturers
- ❖ Resolution Addressing Faculty Demographic Concerns
- ❖ Resolution Concerning Repairing Shared Governance and the Faculty Salary Policy
- ❖ Resolution Concerning the Provost Search Process
- ❖ Resolution Concerning the Faculty Fund for Library Excellence

# Questions?

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# Faculty Council on Tri-campus Policy

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October 25, 2018

# Agenda

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- ❑ Council orientation – Joey Burgess (Faculty Senate Office)
- ❑ Review of the minutes from May 24<sup>th</sup>, 2018
- ❑ Faculty Council chair interviews – Teaching & Learning / Student Affairs (Thomas Halverson, Christopher Laws)
- ❑ Good of the order
- ❑ Adjourn

# 2018-2019 FCTCP Charge

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- Analyze the extent to which University Faculty Councils take tri-campus matters into account while conducting their business and draft report for the Provost and Faculty Senate leadership with findings with the goal of improving **alignment and collaboration** among the three UW campuses.
- Work with the University Registrar to implement changes designed for tri-campus review process.

# Agenda

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- Council orientation – Joey Burgess (Faculty Senate Office)
- Review of the minutes from May 24<sup>th</sup>, 2018

# Interview Questions

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What are the general responsibilities of your Faculty Council?

What is your 2018-19 charge?

What is your current representation from the other two campuses?

To what extent does your scope of work affect all three campuses?