Meeting Synopsis

1. Call to order
2. Welcome and introductions
3. Council orientation – Joey Burgess, Faculty Senate Office
4. Review of the minutes from June 8th, 2018
5. Setting FCFA priorities 2018-19
6. Good of the order
7. Adjourn

1. Call to order

The meeting was called to order at 11 a.m.

2. Welcome and introductions

Lee (the chair) welcomed the council and each member of the council introduced themselves

3. Council orientation – Joey Burgess, Faculty Senate Office

Joey Burgess, Assistant to the Secretary of the Faculty, Faculty Senate Office, provided an introduction to the Faculty Senate and the Faculty Councils using a PowerPoint (Exhibit 1).

4. Review of the minutes from June 8th, 2018

Due to time constraints the chair requested that the minutes be reviewed at the next meeting.

5. Setting FCFA priorities 2018-19

The chair shared the FCFA draft charge letter (Exhibit 2).

\textit{Review revision of faculty disciplinary process within the Faculty Code and forward legislation through Class A legislative process}

The chair provided a recap of work that took place last year. Three task forces were formed: values and principles, drafting, steering committee. The drafting committee is currently writing code. This council
will bring this forward as Class A legislation. The chair hopes the council will seriously consider the proposal from the task forces with minimal substantive changes from the council.

The chair gave an outline of the proposal. The proposal follows as a logic model – triages infractions, potential lines of disciplinary action, and then available sanctions. The aim is to enable disputes to be resolved at the lowest possible level, with adjudication as the last resort.

Mike Townsend, Secretary of the Faculty, estimated that a draft may be available in the winter or spring. He also noted that there is a proposal for a unified approach across the University and the council may want to take this up.

A member asked how the proposal will be reviewed across the University. Townsend responded that EFCs will go to individual schools and campuses to communicate the proposal.

A member asked for clarification around removing the EO. Townsend responded that they are looking at what other institutions are doing. Some parameters include centralizing the reporting process and taking out the faculty role in investigation. Doing this means UCIRO (people who are trained for investigation) would take on a greater role. Also ensures consistency. Ana Mari wants to resolve this issue with the faculty by using Class A legislation, but if it is not she may use an EO.

A member asked if most cases that we are trying to solve are harassment cases. Townsend responded that the entire system needs to be reworked.

Review Faculty Code Language around non-departmentalized tenure & promotion process

The chair summarized that the code does not make sense for non-departmentalized colleges. Council should decide which resolution to pursue.

A member provided further context from the Evans School. Other institutions use an outside committee, but other UW colleges have concerns about being reviewed and promoted by an outside unit.

Review Faculty Code language around Elected Faculty Councils to bring greater clarity around membership and function.

The chair summarized that last year the council discussed the exact make up of EFC membership. The code is vague.

Continue exploring the status, working conditions, and career paths for instructional faculty

The chair explained that he would like to reopen the exploration of a new instructional professional track.

Members recommended approaching this issue more holistically, noting that the lecture track is a “revolving door” and making a new title will not solve more essential problems.
Townsend mentioned that the Provost is very interested in this issue and wants to see action taken.

The chair asked for additional bullets from the council. The council proposed:

- HR policies around promotion and tenure
- Faculty policies around writing recommendation letters
- Retired faculty participation in Faculty Senate
- Make service a stronger part of the tenure and promotion process. Resolving inequities in service obligations.

The chair will rephrase the last bullet and asked recommended the council vote via poll for priorities. The council will discuss the results at the next meeting.

The members stressed a need to address diversity.

6. Good of the order

Nothing was stated.

7. Adjourn

The meeting was adjourned at 12:30 p.m.

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

Present:  Faculty: Jack Lee (chair), Steve Buck, Aaron Katz, Purnima Dhavan, Jacob Vigdor, Kamran Nemati, Dan Jacoby, Tom Hazlet, Miceal Vaughan, Lauren Montgomery, James Gregory, Dawn Lehman, Mary Wenderoth
Ex-officio reps: Judith Henchy, Bryan Crockett, Angelia Miranda
President’s designee: Cheryl Cameron
Guests: Mike Townsend

Absent:  Faculty: Margaret Adam, Joseph Janes
Ex-officio reps: JoAnn Taricani

Exhibits
Exhibit 1 – Orientation to University Faculty Councils.pptx
Exhibit 2 – fcfa_chargeletter_draft_2018-2019_revisedbyfcfa101618.docx
Orientation to university faculty councils

JOEY BURGESS, UW FACULTY SENATE OFFICE
Welcome to the Faculty Senate

- 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

- 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

- 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

- 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

- 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

- 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

- 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

- “All changes to the Faculty Code”
- Begins with a faculty council
- Approved by the Senate Executive Committee (1st round)
- Approved by the Senate (1st round)
- Reviewed by the code cops and the president
- Approved by the Senate Executive Committee (2nd round)
- Approved by the Senate (2nd round)
- Approved by a full faculty vote
- Approved by the president
Senate legislative process – class A

- 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

- “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

- 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

- 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

- 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?
September 16, 2018

Jack Lee, Chair
Faculty Council on Faculty Affairs

Dear Professor Lee:

The Faculty Council on Faculty Affairs is charged with responsibility “for all matters of policy relating to the interests of the faculty, such as appointment, tenure, promotion, professional leave, compensation (including salary and fringe benefits), academic freedom, standards of academic performance, and professional ethics” (Faculty Code, Sec 42-36). Activities historically performed include identifying issues and areas of interest on behalf of all UW faculty, especially those relating to potential revisions to the University of Washington Faculty Code, and carrying out the initial stages of those revisions with appropriate feedback from key stakeholders and relevant administrators.

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:

- Review revision of Faculty Disciplinary Process within the Faculty Code and forward legislation through Class A legislative process.
- Review Faculty Code language around non-departmentalized tenure & promotion process.
- Review Faculty Code language around Elected Faculty Councils to bring greater clarity around membership and function.
- Continue exploring the status, working conditions, and career paths for instructional faculty.
- Academic-Human Resources Policies around Tenure & Promotion.
- Faculty policies around writing recommendation letters.
- Retired faculty participation in Faculty Senate.
- Make service a stronger part of the Tenure & Promotion process (inequities in service obligations)

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
Professor,