

University of Washington
Faculty Council on Faculty Affairs
March 1st, 2016
11:00 a.m. – 12:30 p.m.
Gerberding 142

Meeting Synopsis:

1. Call to order
 2. Review of the minutes from February 16th, 2016
 3. Announcements
 4. Changing term limits for senators
 5. Lecturer Issues
 6. Good of the order
 7. Adjourn
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1) Call to order

The meeting was called to order by Watts at 11:00 a.m.

2) Review of the minutes from February 16th, 2016

The minutes from February 16th, 2016 were approved as amended.

3) Announcements

Watts thanked Johnson for chairing the last meeting of the council during his absence.

Mentoring discussion postponed

Watts noted the council's upcoming discussion relating to adding language to the faculty code on mentoring will be pushed to a future meeting, as a proposal for Class A legislation has been forwarded to the council from faculty member Duane Storti (member, Senate Executive Committee) pertaining to extending faculty senator's term limits, and this will need to be reviewed in the current meeting. He explained the Class A legislation will be discussed and voted on in the upcoming faculty senate meeting, and Storti has requested a preliminary review from the FCFA.

Watts noted the proposed changes to the faculty code are numerous (concerning the addition of mentoring language). He noted there will be dedicated time for review of this in the next meeting.

ACIA Class C resolution proposal

Watts noted he has been contacted by the UW Advisory Council on Intercollegiate Athletics (ACIA) and asked to consider drafting a Class C resolution on student athletes and the handling of their class absences on behalf of instructors (absences due to team travel and other difficulties). It was noted this recommendation is coming from the faculty who sit on the ACIA, and not from the athletic team

coaches (though the coaches may be willing to visit the council and discuss this). It was noted this seems to be an instructional issue, and may need to be taken up by an instruction-based faculty council, such as the Faculty Council on Student Affairs (FCSA) or the Faculty Council on Teaching & Learning (FCTL).

Faculty salary policy under second consideration

Watts explained the Class A legislation on the faculty salary policy will undergo its second consideration in the faculty senate in that body's next meeting. He urged all council members to encourage their faculty colleagues to attend the faculty senate meeting, and to become updated on the current state of the policy. He explained the draft Executive Orders (EOs) to be paired with the salary policy to set salary increase baselines are now available from the President's Office. The draft EO (No. 65) included provisions for 12% promotion raise increases, 8% "tier advancement" raise increases, and a Consumer Price Index for All Urban Consumers (CPI-U) capped at 4%.

Watts explained UW Board of Dean and Chancellor's has drafted a letter in response to the salary policy expressing their opposition to the legislation based on concerns over lack of new funding for salary increases, "freezing" of existing racial and gender inequities (from the existing policy) into the new policy, salary caps resulting in increased difficulty relating to recruitment of new faculty, and other reasons. It was noted the Dean of the College of Arts & Sciences did not sign the letter of opposition.

It was noted the second consideration of Class A legislation provides for the proposal of amendments to the legislation from the President's Office. Katz briefly summarized the president's amendments. One amendment included a provision that "during times of financial hardship" raise percentage formulas may be suspended or altered to be as low 0%. Another presidential amendment calls for a final vote by the faculty of an academic unit following a decision by a delegated committee.

Killien (Secretary of the Faculty, Faculty Senate & Governance Office) noted she has the responsibility of compiling a voter's pamphlet to go out to voting faculty with this Class A legislation if it to pass in the faculty senate. She explained she would like to ask the council to vet this document before it is broadcasted (pending approval of the legislation in the senate). This was agreed to by the council. Killien noted the vetting will require a rapid turn-around, as her office has 14 days after the legislation is passed to initiate the university-wide faculty vote (with a 21-day voting period).

Faculty regent bill

Watts explained the UW is potentially partnering with Washington State University (WSU) to push legislation in the 2017 Washington State Legislative Session relating to adding a faculty regent to the UW Board of Regents (BoR). It was noted when the general outline of this legislation is completed, faculty groups will be presented opportunities to weigh in. He noted he expects this to occur in fall 2016. There was some discussion of the FCFA's involvement in generating or vetting the legislation. Ultimately, it was noted since the effort is cooperative with other institutions, the FCFA will act as a vetting body, and will keep lines of communication open with the Faculty Legislative Representative (FLR) working on compiling the bill. It was noted the FCFA represents the faculty and works within the faculty senate. Katz recommended that any potential amendments which might be made to the bill during session be discussed prior to the bill being introduced in the legislature.

Watts noted he would add “provide faculty regent legislation input” to the FCFA’s list of future agenda items. The council was comfortable with designating their work on UW lecturers as their highest-priority agenda item.

4) Changing term limits for senators (Exhibit 1)

The council reviewed the Class A legislation from faculty senator Duane Storti (professor, Mechanical Engineering) relating to UW faculty senator term limits (Exhibit 1). Watts noted the rationale for the legislation is that some faculty are very dedicated to faculty governance, and so three terms (two-years in duration) in the senate should be permitted (as opposed to the current two terms) in order to allow these individuals to stay in the senate longer. Watts noted he is willing to make a motion for an amendment, or provide the council’s views on the legislation within the appropriate senate meeting wherein the legislation is considered.

Katz questioned if a faculty senator resigns, and a new senator is appointed in their seat, if the new senator begins a fresh term or finishes the term of the last senator in the seat. The answer, provided by Killien, was that the new senator begins a new term.

It was noted with the proposed legislation in place, faculty senators would be able to serve for a total of six consecutive years in the senate. Killien noted she is in support of the legislation.

After question, the council expressed unanimous support for the proposed legislation.

5) Lecturer Issues (Exhibit 2) (Exhibit 3)

Draft guidelines

Watts explained the “Provost’s Guidelines for Full-time Lecturers” (2013) have been recently updated to include part-time (PT) lecturers, and the document is currently still in draft form and undergoing review (Exhibit 2). He noted he would like the council to review the revisions and potentially endorse the document, explaining it might be useful to the FCFA’s work in correcting lecturer issues, especially through filling out its excel grid on lecturer’s rights, privileges, and responsibilities (Exhibit 3).

Buck asked why lecturers between 50% and 99% need be distinguished from those hired at 100% (PT and FT). Watts noted there is some rationale for this, and questioned if a lecturer at 50%, should go through the tier review process (proposed in new faculty salary policy) as quickly as someone at 100%. Landis noted she agrees with Buck, and believes lecturers appointed at 50% and 100% should have the same rights, privileges, and responsibilities. A clarification was given: it was noted lecturers can be appointed on a quarter-to-quarter basis, an annual appointment, or a multi-year appointment.

Cameron (president’s designee) noted the revised guidelines fit within the language of the current faculty code. She explained the publishing of the Provost’s FT lecturer guidelines have correlated with significant improvements in the hiring of lecturers at the university (after question, she noted she is able to provide data to the council on this for the current academic year). She clarified that the revised guidelines are designed to minimize quarter-to-quarter lecturer appointments that continue long-term by setting limits on how many quarters these appointments may continue.

Cameron explained if the guidelines are widely endorsed, they are able to be broadcasted immediately (as opposed to amendments to the faculty code). She noted publishing of the document does not preclude further efforts on behalf of other bodies like the FCFA. Killien noted there are additional changes that are not seen in the exhibit, which would require some changes in the faculty code. Cameron noted the UW Board of Deans and Chancellors has expressed support for the document, and are seeking the faculty's feedback, as is faculty senate chair, Norm Beauchamp.

Katz noted he is in support of the document, and explained promotion and voting rights of PT lecturers are both high-priority issues.

Landis explained one of the issues for her is academic preparation and qualifications. She noted there is no provision for terminal degrees. It was noted adding this to the FCFA's excel grid might be warranted (e.g. what is the appropriate terminal degree for lecturer titles). Landis explained there is no provision for doctoral level preparation which poses an issue to be taken into consideration. Watts noted he is happy to further discuss this as part of the FCFA's ongoing work, and reminded the council that the conversation must be held in the context of the entire UW, not individual units.

It was noted there is a formatting issue in the 3rd page of the document where the word "limited" is mistyped.

After question, Cameron explained job classifications determine university voting rights in an operational sense. Killien agreed, and noted the Faculty Senate & Governance Office is limited in the kind of data they are able to retrieve for determining voting status. Katz noted he has a full-time appointment, but does not work full-time, yet retains voting status. Cameron explained at some point an individual may be determined to be in a FT appointment on temporary time for too long a duration.

There was some discussion of the interpretation of chairs and deans relating to the term "competitive" in the document, as the term denotes a national search to take place for a faculty position. It was noted there should be some education on this.

Watts asked if the council felt comfortable with the guidelines. The council expressed approval of the document.

6) Good of the order

Watts asked that members fill out the excel grid on rights, privileges, and responsibilities of lecturers individually, and results will be collated for review in the next meeting (Exhibit 3).

Killien noted there may be two pieces of Class A legislation to be dealt with after the next faculty senate meeting. She asked for any advice from members on if electronic voting periods (for all voting faculty) should be simultaneous for both pieces, as sometimes this causes confusion. The council suggested proceeding with whatever method has produced the highest response rate in the past.

7) Adjourn

Watts adjourned the meeting at 12:30 a.m.

Present: **Faculty:** Steve Buck, Kurt Johnson, Carol Landis, Gordon Watts (chair), Aaron Katz
Ex-officio: Judith Henchy
President's designee: Cheryl Cameron
Guests: Marcia Killien

Absent: **Faculty:** Alissa Ackerman, Margaret Adam, David Goldstein, Joseph Janes, Chandan Reddy, Lea Vaughn
Ex-officio: Julian Rees, Freddy Mora

Exhibits

Exhibit 1 – Term Limits Changes_fcfa_winter2016

Exhibit 2 – LecturerGuidelineDraft-Part-timeLecturerAddition_fcfa_winter2016

Exhibit 3 – Copy of 2016-02-25 - Lecturer Matrix_fcfa_winter2016

Gordon T. Watts

From: Duane Storti <storti@uw.edu>
Sent: Friday, February 19, 2016 10:52 PM
To: Gordon T. Watts
Subject: Re: proposed code amendment

Gordon,
Here are the proposed amendment and a short rationale. I hope they will help enable efficient consideration.
Thanks for bringing it up for discussion with the council.-- Duane

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===== Proposed code amendment
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Section 22-43 Eligibility for Election to the Senate

- A.** Voting members of the faculty are eligible for election to the Senate. A faculty member's eligibility under this section is determined by the status to be held at the beginning of the Senate term, should she or he be elected.
- B.** A faculty member may be elected to an unlimited number of terms, except that a faculty member who has been elected to ~~two~~ three consecutive terms shall not be eligible for election to the next term.

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===== Rationale for proposed amendment
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The goal of this proposal is to benefit from the institutional memory provided by senators who serve more than 2 consecutive two-year terms (4 consecutive years) while maintaining a reasonable influx of new members.

When the senate was restructured with 100 members eligible to serve two consecutive 2-year terms, we could count on having at least 25 new senators each year. Since then, the senate has grown to include more than 120 senators, so even in the extreme (and extremely unlikely) case where every senator serves 3 consecutive 2-year terms, we could benefit from the experience of some longer-serving senators while still ensuring the presence of at least 20 new senators every year.

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Gordon T. Watts wrote:

Hi,
Thanks for keeping me informed!
If you'd like the FCFA to look at it, could you also send it to me so I can distribute it?

Cheers,
Gordon.

Provost's Guidelines for Full-time Lecturers and > 50% Annual or Multi-year Part-time Lecturers

Effective September 1, 2013

Revised on September 4, 2013

Revised on January 26, 2015

Revised on XXXXX XX, 2015

LECTURER FULL-TIME

Recruitment and Selection

- New Hires are selected using a competitive recruitment process appropriate for the position.
The benefits of this recruitment and selection process are the option for multiple year appointments and opportunity for promotion. Limited exceptions to these guidelines for new hires are permitted in circumstances of short-term instructional needs and unanticipated, short-notice instructional needs. Hires under this limited exception are restricted to annual appointments for up to three consecutive years, with continued appointment beyond this period requiring submission of a request, with position justification, and approval from the Office of the Provost.

Appointment Term

~~Competitively Recruited~~ Full-time Lecturer Competitively Recruited (JCC 0179)

- Appointment terms can be annual or multiple year.
- Positions appointed on an annual basis should be reviewed for the potential of multiple year appointments after three years.
- Best practice would generally include an appointment strategy that provides for a “terminal year” of appointment in the event of non-renewal. For example, a two year term with the renewal

decision at the end of year one. This allows for planning by both the appointee and the appointing unit.

- At a minimum, the Faculty Code (Section 24-41 B) requires that there be a renewal decision at least six months (or three months in the case of an initial annual appointment) before the expiration date of an appointment.

Temporary Full-time Lecturer (JCC 0115) —~~New Section~~

- If appointed on or after September 1, 2013, appointment term is limited to three consecutive years.
- If appointed prior to September 1, 2013, the temporary appointment cannot be extended beyond the 2016-17 academic year, unless an exception is approved.
- An exception to this limitation may be granted by the Office of the Provost in the case of an individual who has been in the position for 8 or more years based on a request from a dean or chancellor supported by evidence that the faculty member (1) meets the unit's instructional needs, and (2) has been evaluated as demonstrating consistently meritorious performance. These requests should articulate an exceptional circumstance where a competitive recruitment would be detrimental to the unit, its mission, and/or the faculty member who has long held the position.
- Notice of the appointment limitation should be included in the offer letter and the reappointment letter, if applicable.

Promotion Consideration

~~Competitively Recruited~~ Full-time Lecturer Competitively Recruited (JCC 0179)

- Eligible for promotion consideration.
- Promotion criteria should be developed and communicated.
- Discussion of promotion plans and progress should be held during regular conferences pursuant to the Faculty Code (Section 24-57 C).

Temporary Full-time Lecturer (JCC 0115) —~~New Section~~

- Not eligible for promotion consideration.
- Notice of ineligibility for promotion should be included in the offer letter and reappointment letter, if applicable.

Sample Offer Letter Language —~~New Section~~

- New appointment as a temporary full-time lecturer (JCC 0115) – eligible for renewal.

... You have been selected, based on your academic qualifications, to fill an important short-term instructional need. Your appointment as Lecturer Full-time is a temporary position, which is eligible for consideration for annual renewal for up to a total of three consecutive years in the position. Given the nature of your appointment, you will not be eligible for promotion. These limitations on reappointment and promotion are being shared to ensure that you understand the nature of the position that is being offered.

- New appointment as a temporary full-time lecturer (JCC 0115) – not eligible for renewal.

... You have been selected, based on your academic qualifications, to fill an important short-term instructional need. Your appointment as Lecturer Full-time is a temporary position, which is not eligible for renewal and is limited to the term of this appointment offer.

LECTURER PART-TIME – Annual or Multi-Year > 50% - New Section

Recruitment and Selection

New hires to be employed on a 50% or greater FTE on an annual or multiple year basis are selected using a competitive recruitment process appropriate for the position. The benefit of this recruitment and selection process is the option for multiple year appointments. No exceptions to a competitive recruitment and selection process for new hires to be employed on this basis are permitted after September 16, 2015. The employment of lecturers part-time on a quarter to quarter basis is available for new hires to fill limited-term instructional needs and unanticipated, short-notice instructional needs. Recurring 50% or greater FTE, quarter-to-quarter appointments that result in year-long employment will be limited to a total of three consecutive years.

A competitive recruitment for a Lecturer Part-time Competitive Recruitment (JCC 0140) appointment requires, at a minimum, a position specific posting on the Academic Human Resources (AHR) “Academic Jobs” site and an external posting at an appropriate local or regional site, for a minimum of 30 calendar days.

Appointment Term

Part-time Lecturer Competitively Recruited (JCC 0140)

Appointment terms can be annual or multiple year.

Positions appointed on an annual basis should be reviewed for the potential of multiple year appointments after three years.

Best practice would generally include an appointment strategy that provides for a “terminal year” of appointment in the event of non-renewal. For example, a two year term with the renewal decision at the end of year one. This allows for planning by both the appointee and the appointing unit.

Part-time Lecturer (JCC 0185)

If appointed on or after September 16, 2015, and appointment renewal on a quarter to quarter basis leads to the equivalent of an annual appointments at 50% or greater, reappointment is limited to three consecutive years.

If appointed prior to September 16, 2015 on an annual basis at 50% or greater FTE or on a quarter to quarter basis that has led to the equivalent of annual appointments at 50% or greater FTE , the appointment as Part-time Lecturer (JCC 0185) cannot be extended beyond the 2017-18 academic year, unless an exception is approved.

An exception to this limitation may be granted by the Office of the Provost in the case of an individual who has been in the position for 10 or more years based on a request from a dean or chancellor supported by evidence that the faculty member (1) meets the unit’s instructional needs, and (2) has been evaluated as demonstrating consistently meritorious performance. These requests should articulate an exceptional circumstance where a competitive recruitment would be detrimental to the unit, its mission, and/or the faculty member who has long held the position.

Notice of appointment limitations should be included in the offer letter and the reappointment letter, if applicable.

Part-time Senior Lecturer (0178)

If appointed on or after September 16, 2015, and appointment renewal on a quarter to quarter basis leads to the equivalent of an annual appointment at 50% or greater, reappointment on a quarter to quarter basis is limited to three consecutive years. Thereafter, reappointment must be on an annual or multiple year basis.

Promotion Consideration

Regardless of appointment type, part-time lecturers are not eligible for promotion consideration.

Notice of ineligibility for promotion should be included in the offer letter and reappointment letter.

Annual Budget Meeting

- Report on recruitment and appointment of lecturers.

Right/Priv/Responsibility	Full Time	> 50% Part Time
Rank: Lecturer		
Rank: Senior Lecturer		
Rank: Principal Lecturer		
Eligible for promotion to next rank		
Tier Eligible		
Annual Appointments		
Multi Year Appointments		
Frequency of Peer Review of Teaching		
Frequency of Student Evaluations Required		
Frequency of Collegial Review		
Yearly "chair" planning conference		
Yearly Activity Report		
Reappointment by committee (24-44B)		
Time of notification of renewal before end of term		
Tenure		
Vote in Shared Governance		
Vote for hiring of colleagues		
Vote on department issues		
Vote on department curriculum issues		

