

University of Washington  
Faculty Council on Multicultural Affairs  
Faculty Council on Women in Academia  
December 8, 2014  
12:30pm – 2pm  
HUB 340

**Meeting synopsis:**

1. Call to order
  2. Review of the draft minutes from November 10, 2014
  3. Class C legislation – Bias in hiring
  4. Subcommittee reports
  5. Good of the order
  6. Adjourn
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**1) Call to order**

The meeting was called to order by chair Rachel Chapman at 12:30pm.

**2) Review of the draft minutes from October 13, 2014**

The minutes from October 13, 2014 were approved as written.

**3) Class C legislation – bias in hiring**

Norma Rodriguez, Director of Office for Faculty Advancement, was present to discuss the work of her office and the initiatives currently in process. Several years ago her office began to study how peer institutions conduct “interrupting bias in hiring” training in order to adopt a similar training program at UW. The office found several examples that were worth studying, including UCLA which requires mandatory training for anyone who serves on a hiring committee. Additionally, the training is good for three years which would need to be retaken if the member wishes to continue serving longer. Other examples included advancement programs that are offered to hiring committees but not as mandatory requirements.

From this research the Office of Advancement drafted a handbook and PowerPoint training sessions which were presented to focus groups across all three campuses for feedback and revisions. The components of the handbook includes:

- Outreach (how to advertise and bring in as many applicants as possible)
- Assessment (tools and resources to assess each application and what UW can offer to committees)
- Recruitment (selecting candidates and identifying tools to bring in new faculty members)
- Retention (what UW can offer to retain faculty)

The office has been working on the handbook this quarter to revise the document and plans to present to another group of faculty for feedback. The provost is aware of the efforts and has been supportive of bringing in new faculty under this program, possibly through a pilot study. Currently, there is no commitment on making this training mandatory but Rodriguez is hopeful to have useful toolkits and resources available for hiring committees.

Rodriguez noted that the initial pilot received positive feedback, received support from university administrators, and provided useful feedback for further improvements. A comment was raised mentioning that senate leadership is very interested in moving this issue forward and a senate resolution will be useful in order to successfully roll out the program. Members discussed the different methods and scenarios of a training program, including online, in-person, or focusing just on committee chairs. Discussion ensued about participation in different departments which varies across the university. Chapman mentioned that in addition to the anthropology department the College on the Environment has developed a training program and will release a study about their findings shortly.

Concern was raised that the resolution is too detailed and may result in senators fighting over language, rather than focusing on the big picture. Members discussed methods to shorten the language and agreed that the subcommittee should draft a shorter version to be presented to the Senate Executive Committee. Discussion ensued about how to strategically introduce the resolution to the Senate Executive Committee and the possible arguments against the resolution, such as funding concerns and promotion and tenure considerations. Members discussed the similarities and overlap between the Office of Advancement and ADVANCE. A comment was raised stressing the importance for this type of training, especially in the School of Medicine. Suggestions were raised on how to supplement the resolution by providing information about the Office of Advancement and their activities.

A question was raised asking if it is possible to add promotion and tenure to the resolution. Members discussed whether promotion and tenure should be combined with hiring, or if it should be introduced separately. Rodriguez explained the Office of Advancement has not yet addressed promotion and tenure considerations since it is just focused on hiring. Discussion ensued about how to strategically introduce the resolution. Carothers used the opportunity to point members to a diversity training program at the University of Wisconsin-Madison that UW could use as an example of a successful program.

Chapman announced four steps that are critical in submitting the resolution:

- Draft a concise resolution between the subcommittee, Office of Faculty Advancement, and Joyce Chen from ADVANCE.
- Circulate the resolution to all joint-committee members for review.
- Submit the resolution to the upcoming Senate Executive Committee meeting.
- Attend the Senate Executive Committee in person to speak on behalf of the resolution.

Chapman moved to empower the Subcommittee on Bias in Hiring to finalize the draft resolution and circulate the finished product to FCMA/FCWA members in order to be placed on the agenda for the Senate Executive Committee. Discussion ensued about who would be best to present the resolution to the Senate Executive Committee. The motion received unanimous approval.<sup>1</sup>

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<sup>1</sup> Yung and Shaffer (both absent) expressed support for the resolution via email prior to the meeting

#### 4) Subcommittee reports

##### ***Subcommittee on Childcare***

Mescher reported on a recent study of the demand for childcare services at UW along with benchmark data comparing UW against peer institutions. Mescher explained that the provost is hosting a special meeting with stakeholders across the university to discuss the childcare issue.

Mescher introduced a draft resolution concerning childcare for members to review. Members discussed the current status of childcare services at UW and the need to increase childcare spaces. Mescher explained that the resolution calls for the university to move forward on the issue. Discussion ensued concerning the capital and operating costs of a new facility, liability issues associated with onsite childcare, and costs to students and university employees.

Chapman moved to empower the Subcommittee on Childcare to finalize the draft resolution and circulate the finished product to FCMA/FCWA members in order to be placed on the agenda for the Senate Executive Committee. The motion received unanimous approval.

##### ***Subcommittee on Undergraduate Diversity***

Govindaraju reported that she made a presentation to the Faculty Council on Teaching and Learning about adding diversity to course evaluations that would assess an instructor's commitment to diversity in the classroom. This is an initiative that is working its way through ASUW and hopefully be discussed by the Faculty Senate. The subcommittee is also focusing on collecting data on new student applications and the type of support that students are receiving once enrolled at UW.

#### 5) Good of the order

Joseph reported on the search for the new Associate Vice Provost for Faculty Advancement. The search committee received 40 applications and will likely bring in three finalists in February for in-person interviews. Discussion ensued about funding for the position, the type of appointment that will result, and the reach that the new position will have on training departments across campus. Joseph noted that the search committee is very interested in candidates who have experience in fundraising and receiving large grants. A suggestion was raised to bring in the three final candidates to meet FCMA/FCWA members when they visit UW.

Chapman stated that she will invite Joyce Chen from ADVANCE to the next meeting to discuss interrupting bias in promotion and tenure considerations.

#### 6) Adjourn

The meeting was adjourned by Chapman at 2:00pm.

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*Minutes by Grayson Court, council support analyst. gcourt@uw.edu*

**Present:**           **Faculty:** Rachel Chapman (chair), James Carothers, Jim Gregory, Janine Jones, Ralina Joseph, Ann Mescher, Sarah Prager  
**Ex officio representatives:** Katie Woods, Claudia Frere, Varsha Govindaraju

**Guests:** Norma Rodriguez

**Absent:** **Faculty:** Joseph Babigumira, Brett Rubio, Delphine Yung, Cheryl Cooke, Michael Fialkow, Karen Fisher, Michele Shaffer  
**Ex officio representatives:** Patricia Devine, Allison Chan, Elloise Kim, Maureen Nolan, Alison Mehravari