

**Minutes**

**Faculty Affairs Committee Meeting**

December 14th, 2020 / 12:30pm-1:30 p.m. Zoom

***Members Present through Zoom:*** *Chair: Jim Thatcher, Wei Cheng, Fei Leng, Rob MacGregor, Sharon Laing, Ruben Casas (Filling in for Alex Miller)*. ***Members Excused:*** *Rich Furman****Guests:*** *Diana Falco (Co-Chair, Lecturer Affairs Ad Hoc Committee)* ***Administrative Support***: *Andrew Seibert*

1. **Recording Permission/Consent**
   * Recording permissions granted by the Committee. Recording was started automatically via Zoom.
2. **Approval of Minutes** 
   * **Minutes from 10/19/2020**
     1. Edits:
        + Corrected minutes to reflect the correct dialogue from the School of Education Representative. The representative did not ask to have some items on the agenda
   * **Minutes from 11/16/2020**
     1. Edits
        + Strikethrough items 5 and 6 in the Agenda, and minutes. For records, Faculty Assembly Coordinator gave a brief synopsis of the reasoning
   * Motion was made by Chair of Faculty Affairs to approve both sets of minutes with the edits made. So moved by Rob MacGregor, seconded by Fei Leng.
     1. ***Vote:*** *6 yes, 0 no, 0 abstentions, 1 absent*
   * Both minutes are approved with edits.
3. **Report of Faculty Affairs Chair- Jim Thatcher**
   * 1. Starting in the Winter 2021 Quarter, the current Co-Chairs of the Lecturer Affairs Ad Hoc Committee and the future Non-Tenure Track Faculty Forum will have 5-10 minutes to update Faculty Affairs on the current work of their Committee
     2. Teaching and Research Sessions
        + In the last Executive Council meeting, it was mentioned that both the Research Advisory Ad Hoc Committee and the Appointment, Promotion and Tenure Committee were planning open sessions for Faculty. Chair of Faculty Affairs will reach out to both Committee Chairs to combine workloads and not duplicating the work
          1. Example: The Provost will be discussing the promotion of Associate Professor to Full Professor, and another open session with the Provost to discuss the new ranking for Teaching Professors.
     3. Faculty Workload Research
        + All Faculty Affairs Representatives did reach out to other peer institutions. In general, the Chair found if the research expectations were lower than UWT, the workload was higher. If the results were similar to UWT, the workload was a little lower.
          1. The schools were not similar to UWT, as they were more research oriented or more teaching oriented. UWT is an urban serving campus, which makes it different from other schools
        + A suggestion was to have a template of specific items to define teaching and research. The Chair has suggested to choose 4 items to gather data from, and any additional information could be added if possible.
          1. Examples: Student to Faculty ratio for Teaching workload, Number of funded research centers (State or federal funded), number of Ph.D programs, Student Retention, etc.
          2. Some schools that were looked at have Faculty Unions, for both Tenure Track and Non-Tenure Track, which is something that is not at UW Tacoma
        + School of Interdisciplinary Arts and Sciences Representative had a difficult time finding information in regards to service in some schools. The representative had found that while this was about pay equity, it was also about workload. The representative had said that UWT is different from peer institutions.
        + There are a lot of Junior Faculty who are facing mandatory promotion that are worried about changing expectations in light of COVID-19 times.
        + Another suggestion was to consider internal ideas, as one-third of the Faculty are Non-Tenure Track. Focus groups could be used to identify data.
          1. Data such as Students taught, courses taught, what committees the Faculty serve on, what taskforces or search committees, whether they advise students. (2-3 questions for research and/or service)
          2. Action Item: The Committee will start formally thinking how to approach the Focus Groups and approach it in a respectful manner.
4. **Adjournment**
   * Meeting was adjourned at 1:31PM
     1. Next meeting Monday, January 11th, 2021
        + Zoom