**Faculty Assembly Executive Council (EC)**

**Meeting Minutes**

Monday, 10/28/2024, 12:30 p.m. – 1:20 p.m.  
Zoom

***Present:*** *EVCAA Andy Harris, Chair Anne Taufen, Vice Chair Andrea Hill, APCC Chair Julie Masura, APT Chair Bryan Goda, FAC Chair Ken Cruz, Past Chair Huatong Sun, Kurt Hatch, Monika Sobolewska, Jim West, Zhiquan (Andy) Shu, Barb Toews, Robin Evans-Agnew, Anaid Yerena (Delegate for Bara Safarova) Greg Noronha, Gary Viers, Emily Thuma, Jenny Xiao, Alex Miller, Ander Erickson, Erika Bailey.* ***Excused****: Margaret Griesse, Sushil Oswal.* ***Guest:*** *Susan Wagshul-Golden (Director for Emergency Preparedness and Campus Safety)* ***Program Coordinator:*** *Andrew Seibert*

1. **Opening:**
   * **Land Acknowledgement, Consent to Agenda, Meeting Minutes, Permission to Record, Approval of Meeting Minutes from 9/16/2024.**
     + The Chair read the Land Acknowledgement. The agenda was consented as written by the Executive Council. Permissions to record for minutes purposes only were granted with no objections. The Executive Council minutes for September 16th were unanimously approved with no edits.
2. **Chair’s Report**
   * **Vice Chair of Faculty Assembly**
     + The Chair welcomed Dr. Andrea Hill as the Vice Chair of Faculty Assembly and looks forward to working with her in the Faculty Assembly Leadership Team.
   * Resource for Teaching in uncertain times
     + A document created by the Vice Chair of Faculty Assembly was sent to the Executive Council, which provided additional resources for Faculty teaching during uncertain times.
       - Resources include teaching best practices amid crisis and conflict, professional development opportunities and faculty wellbeing, and ways to anticipate and navigate conditions of learning spaces.
     + Faculty Assembly Leadership encourages this list of resources to be shared within your units.
   * Events Review
     + Chair of Faculty Assembly reviewed the Faculty Assembly Fall Retreat and action items composed in that meeting. Feedback was asked by Faculty at this meeting for the President Search, and Faculty Assembly Standing and Advisory Committees.
       - A document was shared on the feedback collected. For more details, please see the document on the Policy & Reference documents.
   * Councils and Initiatives
     + Chair of Faculty Assembly updated the Executive Council on the Teaching@UW request made by EVCAA. 3 Faculty names were forwarded to the EVCAA, and they were given to stakeholders to choose a member.
     + The Chair has not received a nominee for the Faculty DEI Council and has asked the Chief Diversity Officer for additional time to complete the request. Please encourage any Faculty in your units that express interest in serving to get in touch with Faculty Assembly Leadership.
     + The Artificial Intelligence (AI) Taskforce convened by the provost shared recommendations and will be holding town halls that began October 24 and will continue October 30 with a focus on AI for Research and Research in AI. Faculty are encouraged to attend and be part of the conversation.
   * 2024-2025 Faculty Assembly Leadership goals
     + The Chair expressed gratitude to the Executive Council and Faculty for continued commitment and to faculty governance and participation in the meetings. The Chair also expressed appreciation to past Chairs and the Program Coordinator in their work on items such as the Faculty Assembly Office Handbook.
     + The goals are to continue to strengthen and align shared governance policy design through the Standing Committees, as well as the advisory and ad hoc committees; to further align our bylaws with the UW Faculty Code; and to define and execute faculty governance work in line with our statutory authority, faculty priorities, and implementation opportunities.
     + Executive Council will review the design and purpose of our January Quarterly Retreat at our next meeting, to respond to feedback, and changes in campus scale and faculty needs.
     + There will be quarterly updates from the Chancellor and EVCAA, and campus administrative leaders are being invited to provide updates to EC on initiatives affecting faculty and our shared work. In November and December the Vice Chancellor for Student Affairs, and Vice Chancellor for Finance and Administration have been scheduled, respectively. Additional updates are invited on an as-indicated basis, such as the Director of Emergency Preparedness and Campus Safety (today), and the Library Instructional Design Team (11/15).
     + The leadership team is working to provide strong communication and make respectful use of members’ time and commitment to service. Standing agenda items will be reports from committee chairs, and invitation to bring forward topics for discussion.
3. **EC Orientation Booklet**
   * The Program Coordinator to Faculty Assembly reviewed the following information regarding the EC Orientation Booklet:
     + Welcome letter from Chair and Vice Chair.
     + Helpful links for Executive Council Representatives
     + Executive Council dates, times, and locations along with Zoom details
     + A draft of the Faculty Assembly Office Handbook which is publicly available to the Faculty At-Large
       - There is also a Faculty Assembly Leadership version that gives more details about operations in FA Office, along with links for listserv management. These are available per request and approval of the Faculty Assembly Leadership
   * The Program Coordinator expressed appreciation to the Faculty Assembly Chair and Vice Chair for having them take lead into this Orientation booklet
   * The Program Coordinator encouraged Executive Council Representatives to send feedback if they would like to see other information in the Orientation booklet or get in touch with the Faculty Assembly Leadership Team should there be any questions or concerns of the content in the booklet.

1. **Standing Committee Charges**
   * Faculty Affairs Committee (FAC)
     + The Chair of Faculty Affairs Committee went over the Charge letter for the 2024-2025 academic year. Discussion ensured on the charge letter.
       - Recommended to connect work of sustainability committee
     + A motion was made by Robin Evans-Agnew to support the Charge letter for Faculty Affairs Committee as written and seconded by Emily Thuma.
       - ***Votes:*** *19 yes, 0 no, 0 abstentions*
   * Academic Policy & Curriculum Committee (APCC)
     + The Chair of the Academic Policy & Curriculum Committee went over the Charge letter for the 2024-2025 academic year. Discussion ensured on the charge letter:
       - Request to review the relationship between Faculty Assembly and the Undergraduate Education Advisory Committee
       - Look to having a plan to evaluate the Academic Plan
         * This is built into the Academic Planning Policy and will come next year.
     + A motion was made by Robin Evans-Agnew to support the Charge letter for Academic Policy & Curriculum Committee as written and seconded by Gary Viers.
       - ***Votes:*** *19 yes, 0 no, 0 abstentions*
   * Appointment, Promotion, and Tenure Committee (APT)
     + The Chair of the Appointment, Promotion, and Tenure Committee went over the Charge letter for the 2024-2025 academic year. Discussion ensured on the charge letter:
       - The APT Committee will still be a part of hosting workshops for promotion and tenure. These are hosted by Academic Affairs and Academic Human Resources.
     + A motion was made by Bryan Goda to support the Charge letter for Academic Policy & Curriculum Committee as written and seconded by Mary Hanneman.
       - ***Votes:*** *19 yes, 0 no, 0 abstentions*
   * All Charge letters were passed.. Final Charge letters will be added to the Committee’s websites in the next week. The final charge letters will be circulated.
2. **Discussion: UW Regents Meeting at UWT: Police Presence**
   * The Director for Emergency Preparedness and Campus Safety at UW Tacoma presented and discussed the topic of additional presence on campus for a Board of Regents meeting. Discussion ensued:
     + There was no estimate of how many officers will be on the campus at this meeting, but the Director disclosed that they meet with the state patrol and UWPD on October 30 and will have clarity at that time.
       - UW Police always accompany the Board of Regents as part of their security detail
     + Recommendation to get in touch with Executives on whether communication will occur.
   * Faculty Assembly recommends letting faculty in your units, along with students know of this occurring on November 14th, 2024.
3. **Adjournment**

* The meeting was adjourned at 1:25 p.m.
  + Next Executive Council Meeting: November 15, 2024, Zoom

**Appendix A: Resources for Teaching in Uncertain Times**

# RESOURCES FOR TEACHING IN UNCERTAIN TIMES

1. **SUPPORT FOR STUDENTS**
   * **HuskiesCare**
   * **Psychological and Wellness Services (PAWS)**
   * **Student Advocacy and Support**
   * **Huskies Post Prison Pathways Program**
2. **STUDENTS’ RIGHTS AND RESPONSIBILITIES**

**Washington State**

* **WA State Legislation: Student Rights, Freedoms, and Responsibilities**
* **ACLU Washington – Know Your Rights: Police in Schools**

**The University of Washington**

* **University of Washington: Student Conduct Code**
* **University of Washington Student Conduct – Freedom of Expression for Students**

1. **RESOURCES FOR TEACHING IN DIFFICULT MOMENTS**

* **University of Washington - Facilitating Class Conversation in the Wake of Distressing Current Events** –*Resource from Teaching@UW site.\*\* Student Support links all for Seattle.*
* **University of Washington - Trauma Responsive Teaching** *- Resource from Teaching@UW focused on supporting students in the classroom.\*\* Student Support Services for all UW campuses.*
* **UC Berkeley: Teaching in Diﬃcult Times - *One-page resource*** *with suggestions on:*
  + Helping students who may have family members or close friends involved in a tragedy or crisis.
  + Canceling class or acknowledging the events in class.
  + Using class time, or part of class time, for discussion.
  + Holding a class discussion on a tragedy or crisis.
  + Developing class assignments related to the event/s.
* **University of Oakland - Hot Moments in the Classroom: A Communication Framework to Cool Down Tensions *– One-page guide*** *for easing challenging conversations, created by Tasha Souza at Boise State University.*
* **University of Oregon - Teaching in Turbulent Times Toolkit** – *From course planning and lecture videos to technology resource* ***has in-depth and great deal of material****.*
* **Strategies for Current Challenges in Dialogue Facilitation – *Three-page*** *document from*

***Diﬃcult Dialogues National Resource Center*** *that addresses:*

* + Speed at Which Issues Arise & Number of Topic
  + Increasing Polarization
  + Our Virtual Realities
  + Dialogue Facilitators' Diﬀerent Roles
  + Doubting if Dialogue is Appropriate, Useful or Helpful in this Moment