Executive Council Meeting

November 4, 2008, 8:30 am, UW1 211B

Present: Chuck Jackels, EC Chair, Dan Jaffe, Pam Joseph, Bruce Kochis, Pete Nye, Suzanne Sikma and Kelvin Sung

Adoption of Agenda

The agenda was adopted.

Approval of EC Minutes of October 21, 2008

The EC Minutes of October 21, 2008 were approved.

Reports of GFO Officers

A. Chair - Dan Jaffe

Dan discussed the upcoming visit of Provost Phyllis Wise and Executive Vice Provost Doug Wadden to the UWB campus at the invitation of the GFO, and began by updating the EC on issues facing UWB at a tri-campus level. A UW/State negotiated performance contract measures successes and outcomes for accountability for the funding provided to the institution, looking at degree production, enrollment and critical needs areas among other things. The contract also mandates 8% annual growth for UWB, calling for an increase of 2000 FTE in the next 6 years. Dan talked about the "global challenge" statewide tuition policy being considered by the Legislature. State funding for higher education has as its goal total per-student funding levels, from state appropriations plus tuition and fees, of at least the sixtieth percentile that at similar public institutions of higher education in the global challenge states. The State will move to this metric over the next few years, possibly granting UWB authority over tuition fees. With the increase of new enrollments targeted at UWB and UWT, facilities issues become critical on this campus, and the capital budget and planning are not aligned. We must continue to move forward and reiterate to the Provost that UWB is the answer to the needs of the region, and we need the investment of facilities and funding to meet those needs. Space issues are critical at this time, with the growth of new programs we need new resources now. Dan stressed that this is the time to carry our message to Provost Wise and Executive Vice Provost Wadden, who are the chief budgetary officers of the UW and critical to decision-making. The Legislature can re-orient budget priorities and this may be our only opportunity to gain 2 years on the building of UW3. Executive Vice Provost Wadden is working with the budget and strategic planning committee, and this meeting on November 25 will be the opportune time to discuss campus growth and funding for that growth. STEM programs are resource intensive, and space issues become all the more critical with the development of science and technology. How will we realistically offer more than 20% of our courses off campus and retain our identity? Different delivery models must be considered, distance learning, increased class size or alternative scheduling are a few of the possibilities. The new 21st Century Initiative launched the first steps by the administrative leadership to work toward solutions to these issues. Campus identity is another issue that is necessary to address. We have worked on this for many years, the EC could approach this issue with a specific plan to identify key points on UWB identity. The EC
could put together a packet that would direct the conversation at the meeting to focus on what UWB needs from the Provost and what UWB offers the university.

B. Vice Chair - Chuck Jackels

Chuck informed the EC that he will be meeting with Marcia Killien, Secretary of the Faculty to clarify some issues that are pending. He will discuss EC review of self-sustaining programs. The EC does not have plans to do an academic review of the CSS MS or the Business Program's graduate certificate proposal. He is also asking for input on the promotion and tenure process. The issue of UWB's "Committee of the Fulls" and the possibility of double voting in the promotion and tenure review process are areas of concern. GFO Bylaws under Article VI, Section 3 state: Members of the Campus Council on Promotion, Tenure and Faculty Affairs shall recuse themselves from promotion and tenure cases originating from within their own programs. The issue of recusal, voting on process and voting on substance has raised the question of "double voting" more generally within the promotion and tenure process. Another question that Chuck will ask about is the number of full professors deemed appropriate to constitute the Committee of the Fulls at UWB.

Chuck updated the EC on a student petition that was submitted to the CCASC for review. Student petitions that need campus level review will be submitted to the GFO CCASC. The Council has the authority to act in a decision-making capacity.

Reports of Programs - none

Reports of Committees - none

Report and information from the DTA Committee

Chuck introduced a memo forwarded from the Chancellor recommending that, beginning with the 2009 Distinguished Teaching Award competition, nominations are valid for two years rather than just one year. The EC discussed this change of policy.

EC Motion

The EC concur with the recommendation for the nominating process for the Distinguished Teaching Award approved by Chancellor Chan and VCAA Jeffords. Bruce called the motion, Dan seconded and the motion carried unanimously.

Unfinished Business

A. Motions to be presented for action requests of the Campus Council on Promotion, Tenure and Faculty Affairs

Chuck introduced two EC motions with background information:

Background (from Jackels)
The recommendations reported by the CCPTFA last summer are attached.
Jackels indicated that he had conveyed to the Chancellor the EC recommendation that the interim policy regarding the Committee of Fulls in promotion procedures be extended to Sep 15, 2009. Chancellor Chan has agreed to re-issue that interim policy.
A meeting between Chuck and the Secretary of the Faculty is scheduled for Nov 5, 2008 to discuss the Handbook aspects of these various measures recommended by the CCPTFA.
It is proposed that we request the CCPTFA to break down their considerations into two areas according to the following motions to be entertained by the Chair.

EC Motion
The EC requests that the Campus Council on Promotion, Tenure and Faculty Affairs (CCPTFA), in accord with its responsibility under section VI.1.A of the GFO ByLaws, consider the interim procedures for consideration of cases of promotion to full professor in academic units with insufficient number of full professors to carry out the Handbook procedures (memo, Kenyon Chan, Oct 31, 2008) and make any appropriate recommendations for their revision to the EC. It is requested that these recommendations be conveyed to the EC by Jan 15, 2009 in order to provide an opportunity for a revision of the interim procedure prior to the next round of faculty promotion declarations. This motion was approved with the accompanying discussion points below. Suzanne made the motion, Dan seconded, the motion carried, 5 in favor, 1 abstain.

In its deliberations, the Council is encouraged by the EC to include the following considerations:

- The number of full professors within a program necessary for it to be considered sufficient to conduct its own review. The UW practice is three full professors, but the Chancellor invites us to consider whether or not that is appropriate to UWB.
- Who shall make the presentation of a case to the Committee of Fulls, when needed. The CCPTFA has previously recommended the chair of the review committee.
- The use of smaller "standing committees" of full professors for the programs with insufficient numbers of full professors. This practice is in effect in the College of Arts and Sciences (see attachment) and may be something we wish to consider. If the Council would recommend this, how would the committees be constituted?
- Consideration of the recommendation on page 2 of the Chancellor’s memo regarding the makeup of review committees appointed by the Program Directors: would a recommendation for majority membership by UWB faculty (when feasible) be desired? (see excerpt from "old" UWB Handbook.)
- Information from the Secy of the Faculty, which Jackels will convey to the CCPTFA, regarding Handbook implications for restriction of "double voting" by full professors who have served on a review committee for the case.

EC Motion
The EC requests a report from the Campus Council on Promotion, Tenure and Faculty Affairs (CCPTFA) following the three-year review required of the Council by the GFO Bylaws (section VI.2) no later than the beginning of Autumn Quarter 2009. The motion was called by Dan, Bruce seconded and the motion carried unanimously. Charles Jackels will provide the CCPTFA with input from the Secretary of the Faculty regarding Handbook issues that may bear upon these considerations.
B. CUSP/FOCUS Review. Recommendation: continue discussion of earlier meetings - this agenda item is deferred until the next meeting.

A set of possible questions for the committee to address:

- i. What are the learning objectives for our lower division students? Are these objectives appropriate and are they being met?
- ii. How well do the DCs prepare students for advanced study at UWB?
- iii. What are students' overall opinions of the Discovery Cores?
- iv. Does the CUSP model help or hinder student recruitment?
- v. Are there changes in the CUSP model that are needed to facilitate students entering math and science fields?
- vi. What are faculty opinions of the DCs? (both within and outside of CUSP)
- vii. What are the organizational challenges in delivering the first and second year curriculum?
- viii. Should CUSP be able to have its own tenure track faculty?
- ix. Should CUSP be represented on the EC?
- x. Where does FOCUS fit in the UWB organizational structure?

EC recommendation for UWB Admissions and Recruitment to be included in the review process.

Action item: Dan and Bruce will draft a charge letter with input from Gray for the review committee.

C. Proposed change in the UWB Repeat Policy for transfer students. Discussion and possible action.

The policy will align the UWB and UWS Repeat Policies for transfer students.

EC Motion

The EC moved to accept the UW Bothell Repeat Policy submitted by Jill Orcutt, Director of Admissions. Suzanne called the motion, Bruce seconded, the motion carried 5 in favor, 1 opposed.

D. Proposed Transfer Admission Policy. Discussion and possible action.

Chuck reviewed the proposed Transfer Admission Policy submitted by Jill Orcutt, Director of Admissions. The EC voiced concerns with the proposed policy primarily regarding advising responsibility for undeclared juniors and the understanding that UWB does not have an open major at this time. Another issue relates to the development of science and technology programs at UWB. Our infrastructure will change with these new programs, and should we have the advising structure to support these students before we approve this new policy? No minimum standards are established in this policy. Will we create a class of students with no pathway into majors? Further action on this policy will be deferred until the next meeting. Chuck is instructed to confer with Jill Orcutt to see if UWB has an open major, and get her input on the other issues raised above.

New Business
A. Proposal to the IRSC regarding faculty seminar program - Recommendation: commit to IRSC to develop proposal in conjunction with VCAA - deferred until the next meeting.

Meeting adjourned at 10:30 am
Minutes submitted by Barbara Van Sant
Next meeting will be November 18, 2008

Announcements
Provost Wise will be visiting campus on Nov 25 at the invitation of the GFO. We will be having an early morning meeting with her as a Council.