

May 9, 2000, 3:30, Room 151

Present:

Mary Abrums, John Austin, Cherry Banks, Warren Buck, Colin Danby, JoLynn Edwards, Michael Goldberg, Chuck Jackels, Dan Jacoby, Dan Jaffe, Andrea Kovalsky, Kevin Laverty, Kathleen Martin, Jack Meszaros, Pete Nye, Pat Phelan, Bob Schultz, Suzanne Sikma, Mike Stiber, Linda Watts, Linda Westbrook, Carol Zander

The meeting was called to order at 3:35 p.m.

Chancellor's Report

The move to the new facility is still on schedule for August. The new Executive Assistant to the Chancellor, Sharon Larsson, will be starting May 15. The search for the Vice Chancellor has established a pool of applicants. The preferred deadline for applications for this position was May 1. The Chancellor stated that he hopes to have an appointment by July 1. Chancellor Buck said he wants to work with the GFO so that we can continue the growth of this organization. He wants to help the GFO become more of a part of the governance of the University.

Vote on GFO Chair and Vice Chair

The Chair opened nominations for the GFO Chair and Vice Chair. There was one nominee for each position: Jack Meszaros for Chair and Dan Jacoby for Vice Chair. The nominations were closed with no additions. A paper ballot was conducted with each person being elected unanimously.

Honors and Ceremonies Committee

The committee has reviewed the nominations for the Chancellor's medallist and passed their recommendations on to the Chancellor.

The Program for Commencement has been enlarged to 8 x 11.

Cyndi Asmus is in charge of the dedication ceremony on September 16. Since this is not an academic affair, the Honors and Ceremonies Committee recommended that the faculty not wear caps and gowns.

Faculty Affairs Committee

This committee recommended that the ASUWB Outstanding Adjunct Teaching Award be announced at the commencement ceremony as requested by the ASUWB. Dan Jacoby moved, and Suzanne Sikma seconded, that the GFO accept this recommendation with an amendment that it be called the ASUWB Excellence in Teaching Award, with an explanation as to who is eligible to receive it. The vote was unanimous in favor of the motion.

Teaching Academy Sponsored Conversations with UWB Students

JoLynn Edwards summarized the "campus conversations" that were held last month with UWB undergraduate students to get their input for improvement on all facets of university life, but with the overarching question to the students of what it means to be an educated person, what UWB educators are doing well, and what needs to be improved. These meetings will be held again next year.

Faculty Council

The Faculty Council was required by GFO-approved document from June, 1998 to review the structure of the Council. The Council recommended next year's members be elected according to the procedure outlined in the June 1998 document. that program. Dan Jaffe made a motion, seconded by Michael Goldberg, to approve the second proposal, with a friendly amendment: the two steps in the election process will be called the "nominating round" and the "election round." In addition, the Faculty Council will review the language referring to the Dean's office. This motion was approved with 2 opposed and 2 abstaining. (See attached document.)

Chapter 24

Jack Meszaros pointed out there are three issues in Chapter 24 that need attention. The two most immediate concerns are full professor evaluations and the process for handling competitive offers. These two processes need to be in place before next year. Diane Gillespie has drafted guidelines that programs can use to help develop their policies on these matters. Copies of the proposed guidelines will be put in each faculty member's mailbox.

The third item is the process by which faculty members set objectives. Diane Gillespie has also created a "first approach" for this. The EC, cabinet and Stan Slater have all offered their initial comments. Walt Freytag will meet with a set of junior faculty and then with a group of junior and senior faculty to elicit more comments. The EC will then work with the cabinet to develop a final draft for full faculty comment and eventually, vote. We expect this work to be finished early in Fall, so programs can use the new procedures next year.

New Business

Cherry Banks invited all faculty members to attend the Executive Council meetings. The next meeting of the Executive council will be May 10 with Elizabeth Feetham in attendance to discuss Preparing Future Faculty, a program that links graduate students with faculty mentors.

Warren Buck said he would provide faculty members a copy of the CAC Planning Committee's report from the recent Citizen's Advisory Committee meeting.

Suzanne Sikma reminded the faculty that the Distinguished Lecturer Series will be held on May 18 and 19.

The meeting was adjourned at 4:40

Submitted by Patti Bellecy

Attachment

Note: Items in brackets and bold are additions unless noted as omissions.

Add to GFO Handbook section on Bylaws:

18.Faculty Council on Promotion and Tenure. The Faculty Council on Promotion and Tenure shall advise the dean on matters involving promotion and tenure of the faculty (see: UW Bothell Handbook, Part II, Chapter 1, Section X; Chapter 2, Section V.B.; Appendix C, IV.B.). It shall be the responsibility of the Faculty Council to give such advice on policy and procedures (changes to which must be approved by the

GFO), and on cases under review. In formulating their advice, the Faculty council is directed to study the whole record of candidates in accordance with the provisions spelled out in the UW Bothell Handbook, Part II, chapter 1, Section II, IV, and XIV.

The selection of membership of the Faculty the Faculty Council on Promotion and Tenure shall proceed as follows:

1. The Council shall be composed of six members elected from the tenured voting faculty members of the UW Bothell General Faculty Organization in the manner described below. Members of the administration, e.g. **[changed from i.e.]**, the dean, **[vice chancellor]** program directors, and associate dean are not eligible for membership. The chair of the Faculty Council will be elected by its members and will serve for one academic year (September 16 through September 15), unless re-elected.

2. Members of the Faculty Council will be elected for a term of two years and can be elected for a maximum of three consecutive terms, at which point a member cannot be re-elected for one full year. The initial election of members to the Faculty Council will be to staggered terms of office to be determined by lot: >three 1-year terms; three 2-year terms.

Nominations and election of Faculty Council members shall be conducted annually in the Spring Quarter to replace members whose term expires with the current academic year, with the first election to be held no later than the beginning of Spring Quarter, 2000**[changed from 1999]**.

[4. Interim Procedures: For a period of one year, starting in Fall Quarter, 1998, all eligible faculty members of the UWB, as stipulated in point 1 above, will serve on the Faculty Council.'omitted this section]

4. No later than Fall Quarter of 2002**[changed from 2001]** the Faculty Council shall conduct a review of these procedures, practices, and policies and shall propose recommended changes to the GFO.

5. For purposes of representation on the Faculty Council, there shall be two rounds of election:

a. First election:**[added this]**

(1) The chair of the GFO shall distribute to all voting faculty members a secret ballot containing the names of all eligible UW Bothell faculty members.

(2) Each voting faculty member has as many ballots to cast as the number of open positions.

(3) Each voting faculty member shall only cast a maximum of one vote per candidate.

(4) A designated staff representative of the dean's office will collect and count the first round tally, which shall not be released.

Second election: [added this]

(1) The designated staff representative of the office of the dean shall distribute to all voting faculty members a secret ballot containing the names of [up to--omitted] twice the number of eligible faculty [(if available)] as the number of open positions.

(2) These names will be drawn from those who received the highest number of votes in the first election and who have agreed to have their names placed on the second ballot.

[in the case of a tie the Executive Council shall decide on how to break the tie.'omitted]

(3) In the second election, each voting faculty member may cast as many votes as the number of open positions.

(4) Each voting faculty member shall only cast a maximum of one vote per candidate.

(5) The election will be decided by plurality vote. In case of a tie, there will be a run-off election.

APPROVED BY:

FACULTY COUNCIL ON PROMOTION AND TENURE