

## General Faculty Organization

October 28, 2021

Re: CCAL Charge for 2021-22 Academic Year

Dear Professor Musselman,

Thank you for serving as chair of the General Faculty Organization's Campus Council on Assessment and Learning (CCAL). In order to provide more transparency and clarity about the work of the GFO to our faculty and indeed UW Bothell students, staff, and administration, the GFO's Executive Council (EC) is formally charging each GFO standing committee and will publicize these charges at the Fall GFO meeting on October 28. We have developed the priority items in this charge letter collaboratively with you, during individual meetings and discussions with you as well as during the first EC meeting of the academic year on October 26.

In collaboration with the Vice Chancellor for Academic Affairs, the GFO has identified several campus-wide priorities for 2021-22:

1. Salary Equity
  - a. Coordinate Faculty review and input into the proposed salary unit adjustment.
  - b. Continue efforts to address issues of salary equity among the faculty
2. DEI&J:
  - a. Consolidate and make transparent data and reports related to faculty demographics and campus climate with a focus on issues of DEI for BIPOC faculty. In order to inform DEI policies around caregiving, P&T, and compensation policies and practices.
3. Promotion & Tenure
  - a. Make policy recommendations that center UWB as the place where academic HR decisions are made and vested.
4. Care for Faculty & Wellbeing
  - a. Develop COVID 19 support plan for faculty.
  - b. Review and make policy recommendations for caregivers and those faculty who experience trauma.
  - c. Develop policy recommendations on transition from pandemic to endemic workplace practice.

We do not expect your committee to work on all these issues, and we understand that much of your committee's work may not directly address any of these items. However, we do hope that the GFO will collectively work on all these issues, and for your committee to work on those items within your jurisdiction.

Below, we've listed the agreed upon areas of focus for your committee for the year, along with the expected final deliverable and the suggested timeline.

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As set out by the [Campus Assessment Plan](#) developed in Spring 2021, the primary charge of CCAL will be to continue advancing campus-wide assessment of our Undergraduate Learning Goals (ULGs):

1. **Initial School Assessment on the Diversity ULG** - “Understanding of diversity in cultures, identities, backgrounds, and experiences among individuals and groups”. It aims to answer the question, *What is the baseline level of understanding of diversity expected of all UW Bothell graduates?*
  - Timeline:
    - i. Fall - Start with CCAL-recommended, faculty-vetted, GFO-approved minimum performance metrics for each theme adopted under the diversity ULG.
    - ii. Winter and Spring - Collaborate with the Assessment specialist to establish initial targets, collect student work, assess student work using campus-wide performance metrics, analyze and report summary of findings.
  - Deliverables:
    - i. Report of findings from initial school assessment of the Diversity ULG, with an eye toward setting specific, measurable goals for improvement for the next assessment cycle.
2. **Inventory and Rubric Development on our next ULG**
  - Timeline:
    - i. Fall - Determine which goal will be assessed next. Coordinate with Assessment Specialist to initiate the inventory of this ULG across our campus.
    - ii. Winter - Develop rubric for this ULG. Solicit feedback from faculty.
    - iii. Spring - Propose final draft of rubric for next cycle of assessment.
  - Deliverables:
    - i. Summary of current performance metrics, assessment tools or methods, and data on one ULG across the campus.
    - ii. Narrative of lessons learned and suggestions for future accreditation work and potential policy changes regarding assessment of ULGs.

	2020		2021			2022			2023			2024			2025			2026		
	Fall	Winter	Spring	Fall	Winter	Spring	Fall	Winter	Spring	Fall	Winter	Spring	Fall	Winter	Spring	Fall	Winter	Spring	Fall	
	NWCCU Accreditation																			
Diversity ULG	CCAL Inventory and Rubric Development			Initial School Assessment			Identify Goals and Implement Revision of Rubric									Subsequent Assessment				
Next ULG				CCAL Inventory and Rubric Development			Initial School Assessment			Identify Goals and Implement Revision of Rubric										

**Appendix A.** from the Campus Assessment Plan

## General Faculty Organization

We would like quarterly updates regarding each of the focus areas in the form of a short memorandum and visit to EC. We look forward to continuing our collaborative work to strengthen our campus for our faculty, staff and students.

Sincerely,



Jason Naranjo  
Associate Teaching Professor, Chair, GFO



Shauna Carlisle  
Associate Professor, Chair, Executive Council