

## General Faculty Organization

Nov 1, 2022

Re: CCASC Charge for 2022-23 Academic Year

Dear Professor Nishihara,

Thank you for serving as chair of the General Faculty Organization's Campus Council on Academic Standards & Curriculum (CCASC). 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 27. 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 second EC meeting of the academic year on October 25.

The GFO has identified the following faculty priorities for its work in 2022-23:

1. Salary unit adjustment oversight
2. Diversity, Equity, Inclusion and Justice
3. Salary Equity
4. Promotion & Tenure
5. Role of faculty governance
6. Dispute resolution and Grievance
7. Review and revise policy on non-standard FTE-generating labor
8. Care for Faculty & Wellbeing
9. Assess implementation of campus learning goal #6 (community-engaged learning) and plan how it will be implemented across curricula to ensure all programs meet this goal.

The Vice Chancellor for Academic Affairs has identified several campus-wide priorities for 2022-23:

1. Review and revise policy on non-standard FTE-generating labor
2. Define criteria for sabbatical allocations at school level
3. Assess implementation of campus learning goal #6 (community-engaged learning) and plan how it will be implemented across curricula to ensure all programs meet this goal.
4. Unit salary adjustments (Gowri / CCPB)
5. Academic advising plan revisions for FYPP students (academic advisors / admissions)

The GFO have identified that item #9 on the GFO's priority list intersects with your work, and we look to your input and recommendations on this issue.

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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1. **Support new and change course proposals and change program proposals through the UWB curriculum process into UWCC tri-campus system and approval.**
  - a. Deliverables:
    - i. Review all new and change courses, and change programs in CCASC meetings
    - ii. CCASC reps will liaison with their schools and provide support for the courses during meetings as required and provide feedback from the committee to the school program coordinators as necessary.
  - b. Timeline: bi-weekly 90-minute meetings throughout AY
  
2. **Participate in FCAS meetings, when applicable, for tri-campus curriculum and programming input**
  - a. Deliverables:
    - i. Chair will attend meetings when invited to support these conversations
    - ii. UW Bothell FCAS member, Yusuf Pisan, will attend all FCAS meetings and report information to CCASC and broadly to campus as applicable.
  - b. Timeline: FCAS meets twice a month for 90 minutes throughout AY
  
3. **Work with CCAL, Schools and other units at UW Bothell to adapt to anticipated revisions to Areas of Knowledge (soon changing to Areas of Inquiry) definitions, CEL, DIV, and any other tri-campus curricular initiatives.**
  - a. Deliverables:
    - i. Once changes are solidified, CCASC members will disseminate information to faculty and work with faculty and staff to understand the implications of the changes in curriculum and program development.
  - b. Timeline: ongoing, AY 2022-2023
  
4. **Work with all concerned councils, committees, schools and units to support and inform a strategy geared toward achieving Undergraduate Learning Goal VI: Application of theory and skills that contribute to the public good through mutually beneficial engagement with community.**
  - a. Deliverables:
    - i. Meet with CCAL Chair to assess CCASC contributions.
    - ii. Confer with The Office of Connected Learning Team to discuss the community engagement designation and what role CCASC should/will play in its implementation.
  - b. Timeline: ongoing, AY 2022-2023
  
5. **Consider the role of equity in the goals of CCASC assessment and learning.**

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.

General Faculty Organization

Sincerely,

A handwritten signature in blue ink, appearing to read 'S. Carlisle', with a long horizontal flourish extending to the right.

Shauna Carlisle  
Associate Professor, Chair, General Faculty Organization

A handwritten signature in black ink, appearing to read 'Nora Kenworthy', with a large, stylized initial 'N'.

Nora Kenworthy  
Associate Professor, Chair, Executive Council