Executive Council Meeting
January 28, 2020, 8:45am-10:45am, UW1-327

Present: Keith Nitta (Chair), David Socha, Seungkeun Choi, Jason Naranjo, Nora Kenworthy, Alice Pederson, Gowri Shankar, Surya Pathak, Minda Martin

Guests: Christy Long, Penelope Moon, Carolyn Brennan

Approval of Minutes: EC minutes from Dec 4, 2019 approved

Provost’s Annual Review
Gowri Shankar, Interim Vice Chancellor for Planning and Administration opened discussion regarding provost report, provost asking for a “what’s happening in your unit” narrative annually from all colleges/campuses that report to provost. Shankar asking leadership bodies what should be reported to provost. Provost questions include:

- What are your strategic goals for the year?
- What obstacles are you facing?
- What’s your financial situation?
- Faculty/staff recruitment, hiring, retention issues?

UW Bothell plans to ask for more funding, making the argument that despite having more students than UW Tacoma, UW Bothell receives less funding. In regard to strategic plan, UW Bothell will make the case that the new strategic plan will begin in coming months with 3 initiatives and resources are needed to fund those initiatives.

Shankar asked the council what else should be highlighted?

- Current tri-campus structure causes disadvantages, makes it difficult to meet strategic objectives by hampering an increase in diversity and causing personnel (recruitment, hiring, retention) issues. Issues decided locally won’t be included in provost narrative.
- Funding to support underserved, vulnerable and marginalized student populations (food, medical, childcare) and support access and diversity. UW Bothell has made investments in these areas but it’s not enough, funding is needed.
- More space for instruction. UW Bothell has 90 square feet per student vs. 150 square foot minimum at Tacoma and Seattle
- Financial support and resources to implement and carry through on commitments initiated in accordance with new strategic plan
- More frequent visits from President and Provost to UW Bothell campus
- Conditional pre-approval at campus level for faculty hires during the summer or late spring need to be formally approved by Provost, which has been delayed, delaying searches

Shankar thanked group for feedback.
Nitta thanked Shankar.

Online Learning Strategy Initiative
Christy Long, Asst. Vice Chancellor for IT and Chief Information Officer, and Penelope Moon Assistant Director of Online Learning, IT

After a round of introductions, Long shared that her team has been meeting with faculty and staff across
campus regarding the Online Learning Strategy Initiative and that the feedback and information gathered in that effort is what informed the presentation, which covered:

- **What is meant by “online”?**
  - Initiative explores the idea of “fully online”, which means students can earn a credential without coming to campus. Explores capabilities and investments needed to serve fully remote students. Does not mean UW Bothell will become online school or that every school has to offer an online credential.

- **What does online look like today?**
  - Much anxiety surrounding online teaching and learning stems from unfamiliarity, bad experience, or dated experience. Online has changed radically over the past 15 years. *Video shown to illustrate what fully online looks like today.* UW Bothell should consider fully online because research and students suggests it works.

- **National and regional context**
  - National enrollment is declining while demand for online is increasing. Online is of interest across UW. Provost is sponsoring an exploration of online program management vendors (OPM). Helps universities quickly launch online programs then those services would, eventually, be brought in house.
  - Conversations happening at broader UW about online institutional strategy
    - Seattle currently geared toward graduate and technology & engineering
    - UW Bothell wants to identify “What is our online identity?”. 3 stages of strategy initiative:
      - Phase I: Identify key stakeholders via one-on-one and group interviews. Summary of what is learned will be shared broadly
      - Phase II: Strategy goals. Hold workshops to help understand what is needed to do online well. Results will be shared
      - Phase III: Take top priorities from Phases I & II and work to define value, investments, outcomes, and the measures. Deliverables to campus and CET estimated to be done in Spring 2020.

- **Insights from initial feedback received at UW Bothell**
  - Conducted 43 one-on-one 1-hour interviews with 10 different groups and 130-140 people. Concept of access identified as connective tissue between online and UW Bothell’s mission and values. Access means ensuring students who cannot come to campus feel as much a part of the Husky community as those who can.
    - Complex institutional effort that will require enhancing areas on campus to ensure online students are not marginalized. Other institutions that have made these changes enhance overall student experience
    - In Phase I, ideas were gathered as to which programs would be good candidates for fully online. Will be discussed further in Phase II.

- **Overview of online learning strategy initiative**

**EC Discussion**

- Suggest using “100% online” vs. “online” or “fully online”
- With trend of enrollment falling and demand for online increasing, if UW Bothell doesn’t participate they are effectively opting out
- Helpful to know who has been interviewed and take info back to schools. That information is available at this website: [https://sites.google.com/uw.edu/uwb-ols/campus-feedback](https://sites.google.com/uw.edu/uwb-ols/campus-feedback)
Important that change not feel forced, even if it is the “right thing”. Faculty need to see reward/value and feel confident that due diligence is being done and curricula is bubbling up from schools.

Nitta thanked Long and Moon and invited them back to future EC meetings for updates. Long thanked the group and invited council to reach out with questions.

Scholarship Research & Creative Practice Grant Fund and UWB Office of Research Support Model
Carolyn Brennan, Assistant Vice Chancellor for Research

Brennan opened discussion on the Roles and Responsibilities of Faculty with Externally Sponsored Grants draft, explaining the purpose to clearly define services provided by the Office of Research (OR). Very similar to the Centers Support Model previously reviewed by EC. OR is reorganizing and will soon exist solely on research recovery dollars with no institutional support. Important that the campus is aware of what support the OR can now consistently provide. VCAA has been instrumental in helping to describe support models. Shopped draft around to units to assure all are aligning resources to support faculty research. Model highlights wrap-around services, adjusting support to individual faculty as needed. EC review is final step before finalized.

EC Discussion
- Make sure draft gets before CAD for review

EC motion
Nitta moved to pass the motion:

    The EC approves the UWB Roles and Responsibilities of Faculty with Externally Sponsored Grants support model.

The motion was seconded.

The motion carried, unanimously.

Brennan proceeded on to next discussion of Scholarship Research & Creative Practice Grant Fund, which would provide campus-based seed grants for research ($30,000 per proposal, $250,000 annually). Proposed deadline of March 3rd, 2020.

EC Discussion
- Launch as soon as possible once proper processes are in order.
- Recruit reviewers from each school, voting members
- Charge by VCAA
- Clarify evaluation criteria around involving undergraduates in research. If faculty engage undergrads in other ways (workshops, outreach, etc.) does that count?
- Clarify evaluation criteria around diversity, equity, community engagement, and 3 pillars. How are those defined? Explicit definitions need to be included. Included in charge letter okay for now
- Massive campaign to schools as soon as VCAA approves
- Move deadline to first 2 weeks of Apr

Nitta thanked Brennan
Ballot Items

- **Change to recusals for CCPT** - Technical change that allows for divisions in STEM operated independently for CCPT

- **Community Engagement: Adding a sixth learning goal**. Kara Adams, CE, requests this item be on the GFO ballot in order to make it transparent and engage as many as possible, would like EC to be spokespersons

- **Community Engagement: Promoting inclusive scholarship statement** – requested by deans and VCAA to be included on ballot in order to make it clear that this is part of promotion and tenure guidelines. Adams will add another Q&A regarding what is happening at tri-campus area and asks that EC take info back to schools so that everyone is informed when the vote comes around

EC Discussion

- Business requests more time to discuss sixth learning goal – will get back to Kara before the end of February
- EC needs to reach out to divisions, get CE ballot items on division meeting agendas to educate
- Adams will send updated one-page description of ballot items to EC, Deans, Division Chairs, Associate Deans for circulation

Tri-Campus Restructuring

Nitta will have update at next EC meeting. For now, Nitta requests EC collect problems or issues that faculty have had with provost office or UW Seattle to transmit to faculty senate. Bring those stories to the next two EC meetings.

Nitta thanked everyone.

Minutes submitted by Dawn Moncalieri
Meeting adjourned at 10:50 pm
The next EC meeting will be Feb 11