

Executive Council Meeting

Feb 23, 2020, 8:45 – 10:45am, via Zoom

Present: Keith Nitta, David Socha, Julie Shayne, Surya Pathak, Nora Kenworthy, Tony Smith, Santiago Lopez, Shima Abadi,

Guests: Sharon A. Jones, Cinnamon Hillyard, Marie Blakey

Welcome & Check-in

Adoption of Minutes: Feb 9 minutes approved.

Updates:

Nitta welcomed everyone and explained that he was leading the meeting in the absence of EC Chair and shared general updates:

- **Online Proctoring Policy:**
 - CSS working on statement of concern to accompany ballot along with chancellor's statement, EC statement, GFO minutes, FAQs, and previous/revised versions of policy.
- **Nominations for GFO VC:**
 - Nominations closed. Chair and VC currently ascertaining nominees' willingness to serve. Any EC reps nominated encouraged to serve, for the sake of continuity.
- **Chancellor's Search**
- Job ad approved. No applications yet. Goal to finish search by end of Spring.

School Reports:

- **School of STEM**
 - Working on salary equity issue. Gathering faculty feedback on what criteria should be used (gender, race, rank, etc.). Goal to finish first round of analysis by Spring.
 - GFO working on gaining access to demographic data. Meeting with Faculty Senate chair to see how faculty senate and GFO can make request from UW president to get access to demographic data to do equity analysis.
 - CCPB, VCAA, IR working with HR on issue as well
- **School of Business**
 - EFC currently discussing academic misconduct, academic integrity and how to think about it in the context of future programs. Will be bringing issue to EC in the future.
- **FYPP**
 - Schools have authority to determine if classes meet diversity requirements. FYPP AOC recently reviewed some classes and determined that some classes identified as having me diversity requirements do not. FYPP AOC trying to determine current processes to see how this can be remedy.
 - EC determining a Community Engagement designation process, could be helpful
 - FYPP recognizes Discovery Core classes are, overwhelmingly, taught by white faculty. Priority for FYPP but difficult with no control over budget or staffing. Considering ad hoc

diversity committee.

- **School of IAS**
 - Dean search update; interviewed 3 candidates, gathering recommendations.
 - Teaching faculty searches underway – campus visits and presentations have happened, candidates being evaluated, should conclude in few weeks

- **School of Education**
 - EFC working on updating promotion & tenure document to reflect diversity, equity, and inclusive research scholarship. On track for vote before June. Interesting to note that word “scholarship” not synonymous with “research”.

- **School of NHS**
 - Election for EFC currently happening, results in 1-2 weeks. Nora Kenworthy will be chair of EFC next year.
 - Planning master of science in community health and justice. Aligns with what students are looking for. Alternative to competitive programs at UW Seattle. Working on notice of intent, coming through in spring.
 - Faculty Senate preparing to vote on revising sections of Faculty Code pertaining to grievances and disciplinary processes. AAUP believes further changes are necessary in order to properly address bias and racism.

- **Update from VCAA:**
 - Close to getting a regular annual report on teaching load for each faculty member across the AYs so that the info is transparent and can be used to ensure equity.

Presentation & Discussion: Campus Policy on Texting to Students

Cinnamon Hillyard (Associate Vice Chancellor for Student Success)

Hillyard requested EC feedback on texting students (using a tool). When does it make sense to text students? When is a different method better? Want to avoid texts becoming like emails since students tend to ignore email. Hillyard shared some results from student survey on texting:

- Strong interest in receiving academic info via text (important dates, course has open seat, etc.)
- Interest in 2-way communication with advisors, financial aid, student services, not Profs as much
- Concerns; 1. getting too many or irrelevant message 2. Privacy

Hillyard opened discussion to group, asking for faculty perspective and what policy groups should be thinking about while drafting an ongoing policy (beyond pandemic) that will govern texting

Discussion:

- Important not to blur lines between work and personal devices. Faculty should be expected to use personal devices for texting
 - Platforms available through IT (Navigate, Canvas) allow faculty to text students from work computer

- Concerned that students would think faculty are on call 24/7. Could get into personal space of faculty and staff.
 - Students would have to go through app, could set up times for texts (ex. 9am-5pm, M-F). Outside of those times could be automated response
- Not all students have smart phones
- Data showing effectiveness or impact of texting students?
 - No research showing that texting students (for certain things, or at certain times) makes a difference. Goal is to determine small reasonable ways to move into texting
- Build assessment into policy, important to assess regularly
- Possible to determine when students need contact the most and use texting at those times?
 - Difficult investigation to attempt as there are so many characteristics and needs
- Students most interested in hearing from advisors via text but that puts advisors in a position of never being off the clock.
 - Advisors could choose when texts can/would be received (ex. M-F, 9-5)
- Texting is very personal and has potential to lead to additional emotional labor for those whom students are reaching out to.

Hillyard thanked the group for their feedback.

Discussion & Planning for COVID P&T Policy

Nitta reminded all that, in the previous EC meeting, it was agreed that UWB should draft a Covid-19 statement to be included in faculty's P&T dossiers and that STEMS Covid-19 statement is a good start for drafting the campus statement. Goal for today is to create a first draft that can be shared with faculties for feedback. Then take 2 weeks to vet statement, make additional changes and possibly vote on it in next EC meeting. Nitta opened discussion to group, asking for suggestions and feedback on how to revise STEM statement to make it a campus statement:

- Add "research" on 2nd page - conducting research has been profoundly impacted by Covid perhaps more so than other aspects of our scholarship.
- Remove "Social crisis related to BLM", replace with "increased awareness of systemic racism"
- Remove "people of color", replace with "Faculty whose communities have been disproportionately impacted."
- Delete/revise paragraph unique to STEM that focuses on student and peer evaluations.
 - Schools reevaluating student and peer evaluation process in response to Covid -19 and handling it differently. Smith will provide language to reflect this.
- Need to be explicit as to what is being asked of faculty due to increased emotional needs of students during Covid-19. Shayne will provide language to chair.
- Suggest using "labor" instead of "work"
- Goal is to have statement drafted, socialized, vetted so it can be included in faculty dossiers (along with the optional personal Covid-19 statement) for external reviewers.
 - Possible to make it optional for faculty to share personal statements w/ external reviewers?
 - Can in-school committees be granted responsibility/power to say "this person's productivity was impacted "this much", instead of personal statement having to go external?
 - Doesn't UWB impact statement take away need for personal statement?
 - Could be used to set stage for personal statement

- Or could be used to remove burden of having to make a personal statement
- A blanket statement in each packet means everyone gets the same pass, inequity ensues
 - One person's pandemic is not another person's pandemic.
- Adding statement doesn't protect faculty much. Can we do something to change the P&T process instead. Perhaps allow faculty to pick years they report in dossiers?
- Could ask schools to provide statement contextualizing faculty experience rather than putting burden on faculty which raises privacy issues and involves risk
 - Need to provide guidance and training to schools on writing statements
- If faculty write statements, they need mentors help
- Personal statement or statement from school committee would be helpful to avoid back and forth conversation during P&T process, trying to determine extenuating circumstances
- Limiting the years that can be reviewed won't work due to EO 45 Section 4 requires: "In arriving at recommendations for promotion or tenure, faculty and chairs or program directors are directed to study the whole record of candidates."
 - Faculty who started during pandemic have unique set of challenges
- Suggest including generalized anonymous examples in process document (data collection became impossible, grants denied, caregiving)

Next Steps:

- Remove last two paragraphs and include them in a separate processes document
- Circulate first part of statement while EC works on processes
- Suggest leaving it up to schools to decide to include a statement from the school or individual personal faculty statements.
 - Suggest adding message to schools such as "we encourage deans, EFC, P&T be in dialogue with faculty as to how best to convey the impact of pandemic on productivity as they go forward and continuing to work on processes to make that more equitable."

Nitta will clean up the first part of the document into a draft for the council to share with their faculties for feedback. Will discuss further at next EC meeting.

Adjourned

Minutes submitted by Dawn Moncalieri
 Meeting adjourned at 10:45am
 The next EC meeting Mar 9