

Executive Council Meeting

Mar 9 2020, 8:45 – 10:45am, via Zoom

Present: Jason Naranjo (chair), Julie Shayne, David Socha, Nora Kenworthy, Keith Nitta, Surya Pathak, Shima Abadi, Santiago Lopez, Allison Hintz

Guests: Sharon A. Jones

Welcome & Check-in

Adoption of Minutes: Feb 23 minutes approved

General Updates & Announcements

- Search for DEI Assistant Vice Chancellor underway. Structure of interview is campus community-focused, several opportunities for faculty, students, staff to interact with candidates. No specific EC session planned.

EC Agenda Planning for the Remainder of AY 20-21

- In anticipation of full Spring quarter 2021, EC chair proposed following items for consideration.
 - Course Cancellation Policy: expect final feedback from CAD and vote on Apr 6
 - Covid-19 Statement
 - Online Proctoring Policy
 - OE/HR & VCAA listening sessions
 - Faculty Hiring Process
 - CEL Definition and Implementation
 - GFO Statement on Uncompensated Teaching
 - Cheating
 - 1503 Model
 - GFO Budget

Discussion:

- What about faculty salary equity analysis?
 - CCPB is working on it with much support from UWB and Faculty Senate leadership. Gaining access to demographic data is long and complex process. Short term, some analysis of data currently available should be done by end of year. Long term, work will continue (at UWB and tri-campus) toward establishing ongoing faculty salary equity analysis processes.
- What are we trying to accomplish with micro-teaching policy?
 - Goal is to ensure faculty receive equal pay for equal work, fairly and equitably across schools. First, look at processes currently in place to determine best way forward and, in partnership with EFCs and CAD, create a consistent policy to guide schools
- How is EC workplan decided?
 - GFO VC (EC Chair) in partnership with GFO Chair and Past Chair set agenda informed by what is coming out of school EFCs, CAD, VCAA, and EC reps.
 - Currently, best way for EFCs to contact EC is via direct email to Chair, VC, Past Chair
 - EC considering ways to close communication loop between EFCs and EC.

- Considering adding a course release to incent schools to have EFC rep also serve on EC. Or only allow EFC reps to serve on EC. Open to other suggestions.
 - EC reps currently go to EFC and ask what they would like brought to EC. Makes sense to formalize that relationship.
 - EC reps should gather feedback from EFCs as to how connection, communication, and information sharing between EFCs and GFO councils should work to ensure strong shared governance.
- If emergent issues arise, EC Chair will work with EC to make shared decisions about what needs to take priority.

COVID P&T Policy

- **Class C Resolution**

UW Faculty Senate passed Class C resolution on reconceptualizing merit in light of the pandemic. Guidance has been issued to School EFCs and Deans. EFC reps asked to circulate (in addition to draft UWB Covid-19 Statement) the Class C resolution widely at school level (EFCs, Deans, Faculty Affairs Councils, Personnel, etc.) to get it thoroughly socialized.

Discussion:

- Business – asked faculty to look at big picture as to how Covid-19 statement fits into Class C resolution. Will share feedback at next EC meeting.
- IAS – socialized with Deans and Associate Deans. Conversation was around how well-aligned IAS already is with statement.
- Resolution shows real commitment from UW Seattle to equitable practices
- Faculty Senate wants to de-centralize this, norm-sharing across schools would be helpful
 - Any suggestions on how to go about doing that share out?
- Different schools will interpret, conceptualize, and implement this differently. Potential for great change, also potential for schools to not change at all.
- Class C resolution should be mentioned in Spring 2021 review and all reviewers should be required to read it prior to doing evaluation.
- Hope is that this resolution would call on schools to make change by maximizing compassion and flexibility in ethical and humane ways.
 - Allowing faculty to select evaluations that reflect their teaching experiences for the year would be a good start. Make it about quality and not quantity.
- How do we bring in campus-level view of what is happening at school level?
 - In Spring quarter, EC reps could ask EFCs, “Given the Class C resolution, what is your plan? Is it fully socialized? What is your feedback?”
 - EC reps will report out in 5/18 meeting. EC can gain understanding of how resolution is put into place at the schools.
 - Pandemic has surfaced structural and equity issues in regard to how students and faculty are evaluated. Information gathered from schools can help improve evaluation processes long term.

Chair summary: Class C resolution came late in the year. Once process rolls out, EC reps will gather updates from EFCs as to what schools are doing and will share with EC in 5/18 meeting. Information will help guide conversation forward.

- **UWB Covid-19 Statement Discussion/Edits**

- Conceptionally and structurally sound, needs minor edits and adjustments. Guidance and direction piece broken off and being worked separately.
- Document missing specificity of how people have been impacted. Consider including data about how pandemic has impacted productivity. (Kenworthy will provide)
 - Consider including examples of specific challenges
- How will this policy be implemented?
 - P&T is faculty-driven process, implementation rests with faculty in terms of guidelines, review processes, and recommendations. Administrators can help with logistics but guidance needs to come from faculty
- How do we ensure consistency across schools?
 - Must be faculty-driven. EC could engage the EFCs and develop a policy. EFCs do not review files. May be difficult to implement
- An EC subcommittee could work with EFCs and articulate implementation guidelines. Tentative timeline would be for EC to vote on guidelines in 4/6 meeting.
 - Sub-committee volunteers: Nitta, Socha, Kenworthy, Naranjo, Abadi, Pathak

Chair Summary: Specific examples and national framing as to how pandemic is impacting faculty needs to be added to statement. Then, EC reps share with schools for further input. Have all suggested edits added to document by 4/6. EC sub-committee will work on implementation piece. EC reps should also try and surface anticipated issues with implementation in their schools to share with council.

- Good for reviewers to know the type of things that can be included in statement?
- Concern about requiring a statement and concern around that statement coming directly from faculty member. Suggest, instead, a campus committee highly trained in the impacts of the pandemic writes statements on behalf of faculty member. Preserves privacy.
- Will policy statement, alone, protect faculty? What is the purpose? Will reviewers reading a highly personal statement impact the actual process?
 - Expecting a faculty member to disclose hardships is probably not advisable.
 - Having a statement informs the reviewer
- Most concerned about external reviewers
- Caution against putting responsibility of statement in Dean's hands, doesn't allow for transparency and faculty might not feel comfortable sharing personal info with their Deans.
- Need to ensure the policy, statement, and guidance are well understood
 - Statements go into dossiers meant for internal and external. Guidance for implementation stays within house.
 - Sub-committee will gather voice around campus for guidance and implementation
- How do we support colleagues who are going up for promotion right now?
 - Could direct reviewers to give flexibility, allow candidates to share the "best years" for reviewers to consider.
 - This is consistent with "agency and flexibility" in Class C legislation.
 - Important that reviewer letters specifically point out why they looked at what they looked at and how it demonstrated what needed to be demonstrated. Don't want any question marks. Be direct and up front.
 - Helpful to have tangible steps, things that people can do (e.g. flexibility to select "best years".)

- Although conversations are currently framed around pandemic, this is an opportunity to look at P&T processes closely

Chair Summary: potential vote on 4/20 or 5/4 depending on progress. Sub-committee will look at articulating guidance to schools around implementation. EC reps continue to gather input from schools/EFCs related to document and guidance/implementation. Email Naranjo, Nitta, Socha. Sub-committee will work to distill and put together final version of Covid-19 statement and statement of implementation and guidance.

Revised Faculty Hiring Process

Sharon A. Jones, VCAA

Jones shared new guidance for schools for faculty hiring. Some new requirements came from tri-campus level and some changes and policy are included that address DEI issues. Guidance follows lifecycle of search. VCAA gathering feedback from EC and CAD, hopes to have document approved/in place by next cycle of hiring process (hiring requests due May 15). Jones asked that EC socialize document within faculty bodies in schools and gather faculty feedback. Jones opened the discussion for EC feedback:

Discussion

- Will there be DEI section on document? What should we do in search committee to ensure pool is diverse enough?
 - DEI included throughout. How to have an inclusive practice was considered/included in each step. Inclusivity advocate must be included in search.
- How can a search committee ensure pool is diverse enough? There is no guidance or definition. Search committee may think it is a diverse pool but then Provost says it isn't.
 - Provost won't see this hiring document.
 - WA is not an affirmative action state so cannot provide numbers or percentages about what would be considered diverse enough
 - Up to each discipline to ensure a diverse pool
 - How rubrics are constructed for early applicants is important to what your pool looks like down the line.
- Do schools have published mentoring plans that can be shared?
 - <https://www.uwb.edu/academic-affairs/faculty-support/policies/new-faculty-mentoring>
 - Business will have one soon
- Is there a specific plan for cross-campus conversations to determine best practices?
 - Difficult due to differences in maturity and capacity but the will is there. OE/HR plans to build in peer-to-peer interactions and implicit bias training is offered.
- Some faculty highly engaged and some have other priorities. How do we reach across?
 - Administration doesn't want to be too top down but important to challenge the way we are doing things. Tried to make implicit bias training mandatory for all faculty but received push back so now it is optional.
 - Need to have ongoing conversations, norm setting, maybe do de-brief (a confidential conversation) with search committees after process. Could help diversity processes.
- Gathering feedback from chairs of faculty searches could be helpful

- If goal is to disrupt structures and systems of inequity, need to consider how to get to information/pieces that we usually can't see when hiring.
- Where search committees advertise impacts diversity of pool. A list of different associations where different disciplines can send ads would be helpful tool.
- What does VCAA need from EC?
 - EC reps gather feedback from schools by Apr 15. VCAA will give cumulative feedback to OE/HR and work on socializing the document with administrators.

Chair Summary: EC reps gather feedback from schools and share in 4/6 meeting

Action:

- EC reps continue to gather feedback on Covid-19 statement and also gather feedback on anticipated issues with implementations. **All suggested changes to statement added to document by 4/6.**
- Kenworthy will provide data on impacts of pandemic on productivity to include with Covid-19 P & T statement
- Sub-committee on Covid-19 policy guidance and implementation (Naranjo, Nitta, Socha, Kenworthy, Abadi, Pathak) will work document with **potential vote on 4/20 or 5/4.**
- EC reps gather feedback from EFCs on what is happening in schools in regard to Class C resolution on reconceptualizing merit in light of the pandemic. (e.g. Given the Class C resolution, what is your plan? Is it fully socialized? What is your feedback?" **Share feedback in 5/18 meeting.**

Meeting Adjourned

Minutes submitted by Dawn Moncalieri
 Meeting adjourned at 10:45am
 The next EC meeting Apr 6