Executive Council Meeting
April 5, 2022, 8:45 – 10:45am, via Zoom

Present: Shauna Carlisle (chair), Jason Naranjo, Keith Nitta, Julie Shayne, Santiago Lopez, Jason Daniel-Ulloa, Shima Abadi

Guests: Jose Rodríguez, Jin-Kyu Jung, Jesse Zaneveld, Cinnamon Hillyard, Kaitlin Leonard, Cristina Greavu, Karla Ann Kross, Sharon Jones, David Moehring

Welcome and Adoption of Minutes
- Minutes Approved

Determine Agenda for April 28, 2-3pm Spring GFO Meeting
- Introduce Nora Kenworthy as newly elected GFO VC
- Unit Adjustment Update
- Agenda Items for Next Year – faculty input
- Promotion & Tenure
- Senate and Tri-Campus Policy Updates

School Updates
- **SNHS**
  - Concern around how student evaluations are going to be used in promotion & tenure and merit review. Students have taken stress of pandemic out on faculty, some comments are misogynistic and racist yet these biased evals are still being used and can greatly impact what kind of recommendation is made for faculty. Before using time and energy to come up with a strategy for change, need to know if admin is actually willing to seriously consider making a change
  - Student voices need to be heard but we need to do it in a way in which we actually get authentic responses that faculty can act on and not have the biased responses carry such weight for faculty

**DISCUSSION**
- As long as student evals are still being used, suggest all faculty imbed links into P&T and Merit packages that contain data showing the evals are biased, especially for marginalized faculty

Carlisle requested that reps bring this conversation back to their school EFCs and EC will discuss further in future meetings

Data Analytics Minor Proposal - returning to EC with requested changes completed
Jin-Kyu Jung and Jesse Zaneveld, IAS
- As per EC recommendations during first review on Jan 11, 2022, the Learning Objectives have been consolidated and narrowed down to 6
- VCAA stated that a MOA (memorandum of agreement) will soon be required for cross-school programs such as this in order to ensure programs are supported by the schools involved for the life of the program
  - MOA commits school to a plan for the students in a program and recognizes that it is okay for a program to sunset but it also builds in plan for students in system who are counting on the courses
  - Draft of MOA currently moving through feedback
  - Once MOA approved, Cinnamon Hillyard will work Jung, Zaneveld and Deans to help ensure the MOA for this particular program will get through
Motion by Naranjo to approve the approved the Data Analytics Minor Proposal
Seconded by Lopez
Passed without dissent

Follow-up Conversation on New Assistant Vice Chancellor for Faculty Success position
Sharon A. Jones, VCAA
- Position will be full professor (at least first 2 years) because of strong emphasis on the research component
- Need to ensure that structure is created that allows teaching track faculty to also be involved
  - Teaching track faculty carry UWB, it is important for admin to ensure teach track voices are heard
    - Example: AVC for Student Success position can be held by teaching track faculty. Need to be more like that
  - Tenure track faculty rely on research and scholarship for promotion so whoever fills this position needs to be able to move junior tenure track faculty through that research process
  - Move from associate to full professor very challenging for predominantly undergraduate institutions like UWB. This person will need to pay particular attention to that but will support all faculty
  - Question of whether the Boyer model is used across schools and if this might open possibility of this person being a teaching track member.
  - Can a teaching track member serve in this role help a tenure track member with promotion and tenure?
- This person will collect and build upon current faculty success resources for research and teaching but the campus is lacking in resources that prepare faculty for leadership roles. STEM faculty were involved in a program a few years ago that allowed for one-on-one meetings with someone who specialized in training faculty for leadership. Suggest this new position offer something similar.
  - First 2 years of position will focus on identifying resources and needs.
- VCAA will review EC feedback and revise position description. End of Apr and early May there will be campus wide call for nominations for this position and others
  - Need to ensure that what faculty need is understood, especially faculty of color, women. There are different supports that are needed.
  - Discussions among faculty of color are not public discussions and their voice may not be represented in these conversations.

Campus Future Space Needs Conversation
David Moehring, UWB Physical Planning & Space Management and Karla Ann Kross and Kaitlin Leonard, MKThinks Consultants
Moehring explained that UW Bothell has engaged a professional consultant, MKThink, to study and assess space availability and usage at UWB. He introduced two MKThink consultants in attendance who then lead a round of introductions before describing timeline and purpose of work:
- Timeline:
  - Phase 1: Discovery - interviews, working with leadership, prioritizing guiding principles, information gathering, engaging focus groups
  - Phase 2: Assessment - reflecting on data, looking at benchmarks
  - Phase 3: Strategies – what are potential futures, create a framework for future campus needs.
  - Upcoming Events - April: thematic workshop. June: Community Forum
- Focus:
  - How do you teach on campus? How did the pandemic change that?
  - Consider ways to find and optimize space
  - Council was asked to complete survey asking for top 3 words that best capture essence of UWB
    - “Community”
• EC Feedback:
  o UWB is small campus, we personally care. Teaching & scholarly work engages community. Commitment to social justice.

  • “Overworked”
    • EC Feedback:
      o Not having enough space adds to faculty workload. We have to spend so much time trying to find ways to make limited space work in the ways we need it to. This brings a sense of inequity

  • “Collaboration” and “Interdisciplinary”
    • EC Feedback
      o Teaching track have to share offices and that is highly problematic. Teaching track faculty need to be able to have a private space where they can do their work and privately meet with students without coordinating with an office mate or trying to find other space on campus
      o Tech resources in classrooms at UWB are severely lacking overall and are inconsistent and unreliable, making teaching and learning difficult. Faculty spend a lot of time trying to make up for this lack of resources
      o Problem isn’t an expansion of physical space but to optimize spaces we have and leverage that space to a broader student and community office. Tech and connectivity issues are important to think through
      o No space on campus for students to participate in online classes
      o If we were to do a cost accounting to see how much it takes for faculty to navigate tech, navigate classrooms, find places for students to meet, moving offices, it would be a tremendous about of time and effort
      o Having facilities that are not equipped or easy to manage for our students puts that burden on faculty and faculty time spent on those things means reduced productivity

• Question from consultant: Are you typically on campus 5 days a week? What brings you to campus? How do you use campus?
  o EC Feedback:
    • Some faculty come daily and enjoy teaching in classroom. Some faculty avoid coming to campus and enjoy teaching online. Some use their offices regularly, some never. Very diverse.
    • UWB doesn’t have food options (especially affordable food options), it is expensive to park, making it less enticing for many faculty and students

• Question from consultant: What are the type of spaces that would be good to have on campus?
  o EC Feedback:
    • Spaces for students to do research – same building as faculty office would be great
    • Spaces for students to attend online classes
    • Would prefer access code door locks so access can be given to students when needed

• Question from consultant: What role does your office play?
  o EC Feedback
    • Meet with students, store IRB approvals, students use office for analysis/research
    • General meetings
    • Meet with students – which is problematic for teaching track who have to share an office and who have more students. Adds labor to have to coordinate with office mate
    • Faculty offices can be inviting and safe spaces for students to come and disclose things in private. Very difficult to maintain that if faculty expected to share offices and meet students in other spaces
    • Faculty often store equipment in their offices due to the lack of areas to store it anywhere
else on campus
  ▪ Identify faculty who are not using their space and redirect to teaching faculty.

MKThinks consultants thanked the council, indicated that anyone with questions should reach out to Moehring as he is the UWB rep for this work, and left the meeting

**DISCUSSION:**
  o Faculty are better together. EC needs to focus on how all faculty can have the same agenda and have a collective agency around agenda that benefits all, tenure and teaching track
    ▪ Teaching track faculty often told they are being divisive when calling for equity
    ▪ A lot of power issue comes from how faculty code is written
    ▪ Need to think about strategy so that we can be one voice and all work in equitable comfortable environment.
    ▪ **Avoid siloed discussions and identify shared goals and unique goals and work together to advocate.**
    ▪ Important to remember that there are faculty (URM) who have concerns with their own lack of power, even when tenured

Carlisle concluded that conversation regarding what teaching track faculty need will continue in EC so that the group can do a better job of summarizing the needs of all so that all are advocating for the same things

Minutes submitted by Dawn Moncalieri
Meeting adjourned at 10:45
Next EC meeting will be April 19 @ 8:45am