Academic Assembly Meeting No. 5
Monday, November 1, 2021
2:05 p.m. – 3:35 p.m., Zoom Meeting

MINUTES

Presenters: Shane P. Martin, Margit McGuire, Katie Oliveras and Phil Thompson.

Members Present: Carol Adams, Mimi Cheng, Mark Cohan, Marc Cohen, Yancy Dominick, Doug Eriksen, Paul Holland, Nalini Iyer, Angie Jenkins (Ex-Officio, SUSC), JaHun Kim, Shane P. Martin (Ex-Officio, Provost), Kelly McBroom, Richard McGaha, Margit McGuire, Carrie Miller, Katie Oliveras, Russ Powell, Bryan Ruppert, Patrick Schoettmer, Frank Shih, Heath Spencer, Kirsten Thompson, Phil Thompson and Charles Tung (Ex-Officio, Provost).
Guests: Kathryn Bollich-Ziegler, Maria Bullin-Fernandez, John Fleming, David Green, Joanne Hughes, Kevin Krycka, Christina Roberts and Teodora Rutar Shuman.

I. Opening Remarks, *Frank Shih* **2:06 p.m. – 2:09 p.m.**

a. Meeting was called to order at 2:06 pm by Academic Assembly's (AcA) President, Frank Shih.
b. **MOTION** Moved by Frank Shih **"**Move to approve the agenda for the November 1, 2021 meeting of the AcA." Seconded. **Approved.**
c. **MOTION** Moved by Frank Shih**:** "Move to approve the meeting minutes from October 18, 2021 as revised, out of session, by AcA members." Revisions requested. **Tabled by AcA's President, Frank Shih.**

II. Conversation on Qualtrics Survey, *Katie Oliveras* **2:09 p.m. – 2:41 p.m.**

Members and guests split into small group discussions via breakout rooms. There was a consensus that the following areas need more attention, clarification and transparency—

a. Faculty welfare in relation to COVID restrictions and accommodations, retirement benefits, tenure rank and leveraging their voices in shared governance.
b. Faculty and student evaluations need consistent and effective processes that are *inclusive* and provide more guidance to faculty and their professional development.
c. Students need more accessible resources that promote resiliency and welfare.
d. APR needs revisions that add a greater consistency across colleges and includes incentives.
e. Subcommittees and other related committees should begin addressing these issues as soon as possible.

III. Motion on PRC 2021-22 Plan Approval, *Margit McGuire* **2:41 p.m. – 2:47 p.m.**

MOTION Moved by Margit McGuire**:** "I'm bringing this motion to affirm the proposal for the Interim Process for APR AY21-22." AcA members discussed the motion. Seconded. **Approved. (17 yay, 0 nay, 1 abstention)**

IV. Conversation on Early Fall Start, *Phil Thompson* **2:47 p.m. – 3:05 p.m.**

An early start to fall quarters was proposed as a response to student financial needs and the battle against climate change, regardless of Business-As-Usual practices. Responses varied—

a. This calendar change would negatively impact programs that rely on procedures not in alignment with this proposal.
b. The Provost, Shane P. Martin, noted calendar changes for AY 21-22 was in response to a motion moved by the student government in AY 20-21: students expressed financial concerns related to travel expenses for the holiday season.
c. The university could offer intercession courses during the holidays if the quarter were to begin (and end) early. This can promote improved budgeting and financing.
d. AcA's President and the Provost suggested tabling this discussion due to its complexity and impact on faculty, staff and students at the university-wide level.
    i. A subcommittee examining feasible calendar changes can be formed, though, AcA must approve such a motion.
    ii. A university-wide working group for calendar changes can be explored.

V. Provost Updates, *Shane P. Martin* **3:05 p.m. – 3:35 p.m.**

The Provost offered the following updates:

a. The work led by President Peñalver to update the Strategic Directions is still in process, including establishing working groups for Reimagining the Curriculum and other initiatives within the Strategic Directions.
b. Academic program reviews and assessments will be paused for AY21-22, with necessary exceptions. This pause will foster opportunities to restructure and improve the program review process, which would better serve faculty.
c. Each school/college will establish their own shared governance body consistent with the following "*Statement on shared governance at the school/college level*":

    <u>Statement on shared governance at the school/college level</u>

    Shared governance at Seattle University requires effective and transparent functions at both the university and the school/college levels.

    To ensure consistent governance standards and practices across the schools and colleges and foster effective integration with university-level shared governance, each school and college shall establish a shared governance body. This body shall operate under bylaws developed through broad consultation across the school or college faculty, endorsed by a faculty vote, endorsed by the dean, and approved by the provost. The bylaws of the governing body shall also be and remain in alignment with university policies, in particular the Faculty Handbook and Academic Assembly bylaws.

    These school and college shared governance bodies will have the function of advising and informing subsequent levels of review and decision making including the dean, the appropriate university-level governance bodies, and the provost. Their scope will include advising on matters of curriculum, budget, space, faculty hiring and evaluation, and planning.

Schools and colleges are instructed either to develop bylaws or review/revise existing bylaws, to ensure they are in alignment with the requirements listed above. These documents will be sent to the provost by the end of fall quarter 2021 for review and approval.

d. The Provost's Office, in consultation with the Deans' Council, has reviewed the University Non-Tenure Track Committee's proposal to amend the Faculty Handbook. The items in the proposal can be addressed through shared governance. The Provost will take immediate action on establishing minimum salaries for term faculty. Other items will be addressed as outlined in the "*Summary of Provost's actions regarding the U-NTT proposal*":

Summary of Provost's actions regarding the U-NTT proposal:

Items the Provost's Office can take immediate action on:

- *Minimum salary levels*

Items that are supported and will be referred to the Faculty Handbook Revision Committee:

- *Emeritus and Emerita*
- *Phased retirement*

Items that are supported and the Provost's Office will work with the Faculty Handbook Revision Committee or Deans' Council to refine:
Provost's Office works with Faculty Handbook Revision Committee:

- *Shared governance and voting rights*

Provost's Office works with Deans' Council:

- *Teaching and Clinical series faculty categories*
- *Instructor series faculty category*
- *Lecturer appointment*
- *Promotion criteria and reappointment guidelines*
- *Denial of promotion*
- *Working titles*
- *Professional leave*

Items the university doesn't support at this time:

- *Proposal for new faculty appointment categorization and order*
- *Revisions to the notice of non-reappointment*
- *University of California's Security of Employment process*

Meeting was adjourned at 3:35 p.m.

Minutes taken and submitted by the AcA Administrative Assistant,
Caroline Pedro, Senior Administrative Assistant, Office of the Provost with
Lindsey Jeske, Senior Administrative Assistance, Office of the Provost