



**Academic Assembly Meeting No. 7  
Monday, November 29, 2021  
2:05 p.m. – 3:35 p.m., Zoom Meeting**

**MINUTES**

**Presenters:** Shaney Fink, Wilson Garone, Shane P. Martin and Katie Oliveras.

**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, Charles Tung (*Ex-Officio*, Provost) and Valentina Zamora.

**Guests:** Sven Arvidson, Hidey Basta, Sonia Barrios Tinoco, Kathryn Bollich Ziegler, Kath Cook, Brian Fischer, John Fleming, David Green, Joanne Hughes, Kate Koppelman, Kevin Krycka, Christina Roberts, Jeannette Rodriguez, Teodora Rutar Shuman, Carolyn Stenbak, Donna Teevan and Jen Tilghman-Havens.

- I. Opening Remarks, Frank Shih** **2:06 p.m. – 2:12 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 29, 2021 meeting of the AcA." Seconded. **Approved.**
  - c. **MOTION** Moved by Frank Shih: "Move to approve the meeting minutes from November 15, 2021 as revised, out of session, by AcA members." Seconded. **Approved.**
- II. Athletic Director Updates on Recent Issues, Shaney Fink** **2:12 p.m. – 2:30 p.m.**
- The Director of Athletics, Shaney Fink, discussed their programs and initiatives regarding DEI:
- a. The Athletics Department implemented mandatory *foundational training* for all coaches and staff in January 2021. Coaches have requested on-going DEI training relating to the student-athlete experience, including how to have effective conversations about race with student-athletes. Athletics is open to exploring additional DEI resources and trainings.
  - b. Student-athletes have become involved in working groups, along with coaches and staff, and have stepped into leadership roles exceptionally well.
  - c. In collaboration with the Office of Multicultural Affairs, Athletics is hosting listening sessions for student-athletes, coaches and staff.
- III. Current Budget Update & Transparency Measure Progress** **2:30 p.m. – 3:09 p.m.**
- Wilson Garone*

The Vice President and Chief Financial Officer, Wilson Garone, provided the following updates:

- a. The preliminary budgeting process begins in June. The budget is updated after finalized enrollment numbers. A new budget is then proposed and approved by the Board of Trustees. The university has made significant decisions since June 2021 due to changes in revenue and expenses.
  - i. *Revenue slightly decreased.* UG programs experienced a loss of transfer students and welcomed more students with increased financial aid needs. There was also growth in graduate programs. Federal relief funds have helped address the UG shortcomings.
  - ii. *Expenses slightly decreased.* Expenses (including travel, dining and entertainment) have dropped due to COVID; and savings have been reallocated to retirement plans and HR resources.
- b. At the request of AcA, the Office of Finance and Business Affairs will be assessing and improving how data is shared with faculty. Currently, the most recent financial information and resources are on the University Budget Office [website](#).

#### IV. Provost Updates, *Shane P. Martin*

3:09 p.m. – 3:28 p.m.

Provost Martin provided the following updates:

- a. *Grading accommodations.* Each dean will encourage their faculty members to provide flexibility in grading as appropriate for fall term 2021.
- b. *Deans Evaluation Working Group.* The Provost, faculty representatives appointed by AcA, Interim Vice President of HR Matthew Philip and Associate Provost David Lance will convene at the start of WQ22.
- c. *Ombudsperson search.* Natasha Martin, Vice President for Diversity and Inclusion, collaborated with faculty and staff stakeholders to draft a job description. Vice President Martin is requesting proposals for search firms that will best serve Seattle University and its DEI measures. The search firm will engage stakeholders as they prepare the position overview and prepare the search process.
- d. *APR.* Faculty will have the same options as in the previous year to complete the Annual Performance Review. This will include the traditional form and the abbreviated one developed last year in consultation with AcA and the Deans Council.

#### V. ConC Announcements & PRC Appointments, *Katie Oliveras*

3:28 p.m. – 3:35 p.m.

AcA's VP of Committees, Katie Oliveras, made the following announcements:

- a. *Membership.* FHRC and APR need more volunteers. URTC has selected nominees and a vote for approval will go out to fill vacancies effective immediately. More updates to come.
- b. **MOTION** Moved by Katie Oliveras: "Do you approve waiving the one week waiting period for the appointment of PRC members?" AcA members discussed the motion. Seconded. **Approved.** (17 yay, 1 nay, 0 abstention)
- c. **MOTION** Moved by Katie Oliveras: "Do you approve the current slate of candidates to the PRC?" AcA members discuss the motion. Seconded. **Approved.** (16 yay, 2 nay, 1 abstention)

#### VI. Closing Remarks, *Frank Shih*

3:35 p.m. – 3:36 p.m.

Modality of AcA meeting in WQ will be discussed next meeting. Take care during the last weeks of FQ.

*Meeting was adjourned at 3:36 p.m.*