



**Academic Assembly Meeting No. 9
Monday, January 10, 2022
2:05 p.m. – 3:35 p.m., Zoom Meeting**

MINUTES

Presenters: Brenda Bourns, Bob Dullea, Josh Halbert, Tara Hicks, Audrey Hudgins, Stacey Jones and Phillip Thompson.

Members Present: Carol Adams, Mimi Cheng, Mark Cohan, Marc Cohen, Yancy Dominick, Doug Eriksen, Nalini Iyer, Angie Jenkins (*Ex-Officio*, SUSC), JaHun Kim, Kelly McBroom, Richard McGaha, Margit McGuire, Carrie Miller, Katie Oliveras, Adeline Ong (*Ex-Officio*, SUSG), Russ Powell, Bryan Ruppert, Patrick Schoettmer, Frank Shih, Gregory Silverman, Heath Spencer, Kirsten Thompson, Phil Thompson, Michael Trice, Charles Tung (*Ex-Officio*, Provost) and Valentina Zamora.

Guests: Sven Arvidson, Sonia Barrios Tinoco, Hidy Basta, Heather Brown, John Carter, David Green, Joanna Hughes, Jodi O'Brien, Jen Tilghman-Havens and Lindsay Whitlow.

I. Opening Remarks, Frank Shih

2:06 p.m. – 2:11 p.m.

- a. Meeting was called to order at 2:06 p.m. by Academic Assembly's (AcA) President, Frank Shih.
- b. **MOTION** Moved by Frank Shih: "Move to approve the agenda for the January 10, 2022 meeting of the AcA." Seconded. **Approved.**
- c. **MOTION** Moved by Frank Shih: "Move to approve the meeting minutes from December 13, 2022 as revised, out of session, by AcA members." Seconded. **Approved.**
- d. Introduction to AcA's newest member, Michael Trice from the School of Theology and Ministry. Gregory Silverman from the School of Law is welcomed back to the assembly.
- e. Brief updates on Seattle University's COVID-19 case counts and where to find information.

II. COVID-19 Winter Quarter 2022 Updates

2:11 p.m. – 2:46 p.m.

Bob Dullea, Josh Halbert and Tara Hicks

On January 4, 2022, an announcement from President Peñalver notified students, faculty and staff that classes will remain virtual through January 30, 2022.

- a. President Peñalver, Provost Martin and Executive Vice President Leary made announcements in December 2021 stating the university will continue to review and adjust plans for WQ22 based on the most current information, including data on the Omicron variant.
- b. Regarding the January 4 announcement, faculty raised concerns that they were not notified in advance since classes began (virtually) the day of the announcement. A few AcA members

- mentioned their classes are difficult to teach online, thus, moving to virtual learning for January negatively impacted their courses. Some faculty expressed gratitude for remaining virtual through January since cases and hospitalizations continue to spike in King County and nationwide.
- c. Deputy Provost Dullea expressed support for faculty and acknowledged their concerns. He noted the Office of the Provost strives to notify faculty prior to campus-wide announcements, though, he recognized the January 4 announcement was made by another office. Deputy Provost Dullea acknowledged there is room for improvement regarding institutionalizing marketing and communication practices that support faculty.
 - d. AcA President Frank Shih mentioned he attended the meeting on January 3, 2022 regarding the university's plans for re-opening for WQ22. The decision to remain virtual through January 30 was made late on January 3—the day faculty and staff returned to campus after Winter Break. The deans of each school/college were consulted prior to making the decision.

Josh Halbert from the COVID-19 Containment and Prevention (C-CAP) team mentioned that guidance is coming from numerous sources: the Center for Disease and Control, Washington State Department of Health and King County Department of Public Health. He opened the floor up for comments, questions and concerns—

- a. *Self-isolation.* If an employee tests positive and/or shows symptoms for COVID-19, they should self-isolate and remain off-campus for 10 days. If an employee's job is crucial to the operations of Seattle University, e.g., Public Safety Officers, then self-isolation can be for 6-10 days, though, a negative antigen test is required to return to campus.
- b. *Self-isolation for severe symptoms.* If an employee experiences severe symptoms that may require hospitalization and/or may last longer than average, self-isolation should extend to 20 days. However, the university recognizes that some severe symptoms may result in long-term symptoms that become non-infectious after a given time.
- c. *Testing at Columbia & 14th Ave.* Even though this testing site is open to the general public, Seattle University has secured a limited amount of appointment slots available exclusively to students, faculty and staff—unfortunately, not to their family and dependents. C-CAP asks that these slots remain open specifically for those experiencing symptoms and/or had a recent exposure. C-CAP is currently working with Marketing and Communications on how to share these special links to faculty and staff, though, they can use the link provided on the Student Health Center's [page](#). **Testing is free, so please reach out to Tara Hicks if you are billed by the testing site (Curative).**
- e. *Test types.* There are two types of tests, antigen and PCR, and both detect a different part of the COVID-19 virus. If an employee tests positive for either of these tests, they should receive a negative antigen test *and* a negative PCR test to ensure they are not infectious.
- f. *Spring 2022 registration.* Due to uncertainty from the pandemic, it is difficult to predict the modality of courses for the beginning of SQ22. The university must remain diligent, and they will do their best to make decisions well in advance—before SQ22 registration.
- g. *Response to COVID-19.* The long-term goal is to return to campus, but the university must remain cautious and respond to current COVID-19 trends.

III. University Non-Tenure Track Committee Updates, Brenda Bourns, Audrey Hudgins and Stacey Jones

2:46 p.m. – 3:10 p.m.

The University NTT Committee provided the following information regarding their Faculty Handbook Revision Proposal (more details in attachment below)—

- a. March 2021 was the last update to AcA. Since then, the Provost formed an *ad hoc* committee that worked on the proposal throughout Summer 2021. The proposal was submitted at the end of August 2021.
- b. In FQ21, the Provost decided to immediately move forward with three items: minimum salary levels, emeritus/emerita status and phased retirement. Emeritus/emerita status and phased retirement involve revisions to the Faculty Handbook, and those items were referred to the Faculty Handbook Revision Committee. Other items either need to be refined before submitting to FHRC or were not supported at this time.
- c. The Provost is requesting that the items submitted to FHRC be prioritized for WQ22.

IV. Consideration for an Early Start Motion, Phillip Thompson

3:10 p.m. – 3:35 p.m.

Phillip Thompson from the College of Engineering and Science and Director of Center for Environmental Justice and Sustainability presents the resolution attached below, *as amended in meeting*—

- a. Some AcA members challenged the resolution, stating students' and staffs' opinions have not been considered, though, this calendar change would impact them. It was noted that this resolution is a *recommendation* to Provost Martin. In other words, if the resolution is to pass, AcA *recommends* the Office of the Provost to launch a campus-wide survey. Some AcA members suggested they may not support using resources from the Provost Office for such matters.
- b. **MOTION** Moved by Phillip Thompson “Do you approve this resolution [attached below]—as amended—as a recommendation to Provost Shane P. Martin?” Seconded. **Approved.**
Approve amendment to initial motion—11 yay, 5 nay, 0 abstention.
Approve motion, as amended—10 yay, 7 nay, 1 abstention.

V. Closing Remarks, Frank Shih

3:35 p.m. – 3:36 p.m.

The AcA President concluded the meeting with the notion that this is a tough time in the quarter, but faculty should continue to look out for one another.

Meeting was adjourned at 3:36 p.m.

Update on Faculty Handbook Revision Proposal

UNIVERSITY NTT COMMITTEE

JANUARY 10, 2022

University NTT Committee

Brenda Bourns, PhD (21 years)

- Senior Instructor, Biology

Dominic CodyKramers, MFA (14 years)

- Senior Instructor, Theatre

Audrey Hudgins EdD (17 years)

- Associate Clinical Professor, Matteo Ricci Institute
- Affiliate Faculty, International Studies

Stacey Jones, PhD (16 years)

- Senior Instructor, Economics

Eric Lloyd (2 years)

- Instructor, Information Systems and Business Analytics

Michael Ng (11 years)

- Part-Time Faculty, History

Kelli Rodriguez Currie (7 years)

- Part-Time Lecturer, Marketing

Maria Tedesco, PhD (6 years)

- Lecturer, Matteo Ricci Institute

Aurora Vandewark (2 years)

- Clinical Performance Lab Instructor, Nursing

Andrea Verdán (9 years)

- Senior Instructor, Science and Engineering

Initial Proposal Development

2017-18 SETTING THE DIRECTION

- Establishment of Clinical Professor Series Task Force by Provost's office
- Discussion of title revisions and other goals in meetings of NTT faculty

2018-19 RESEARCH, COLLABORATION, AND DRAFTING OF INITIAL PROPOSAL

- Establishment of NTT Steering Committee
- Research on Jesuit & peer institution comparisons
- Initial draft proposals and clinical faculty forums
- NTT Steering Committee recognized as a committee reporting to AcA

2019-20 CONSOLIDATION AND REVISION OF PROPOSAL

- Merging of Clinical Professor Series Task Force and NTT Steering Committee
- Meetings with Provost's office, AcA, Deans' Council, Faculty Services & Advance Grant
- Campus-wide forums with NTT Faculty to gather feedback on draft proposal
- Reception and review of FHRC report
- Summer revision and refinement of proposal

2020-21 PROPOSAL FINALIZED AND SUBMITTED TO FHRC

- Publication of executive summary and draft proposal
- Meetings with AcA, college/school/department governance bodies, Human Resources, budget administrators & Advance Grant
- Second round of campus-wide forums and revisions
- Submission of proposal to FHRC in 21WQ with signatures of 145 faculty members

March 8, 2021 AcA Motions

FHRC MOTION Moved by Kirsten Thompson and Amended in Session:

- I move that AcA commends the University NTT Committee for its proposal and for its hard work on this matter over the last two years. AcA like FHRC believes that this work will help drive and inform important structural changes at Seattle University that will be more inclusive and help create greater security and recognition of the invaluable work that our part-time and full-time colleagues perform.
- I move that AcA invite FHRC and U-NTT to work together collaboratively with HR, Faculty Welfare, Provost's Office and Legal Counsel in Spring and Fall Quarters in order to help U-NTT refine and revise their proposal, for consideration and resubmission of the proposal to AcA no later than early November.

AcA MOTION Moved by Chris Paul:

- I move that we [AcA] have a report from the FHRC and U-NTT in April and have the intent of doing as much work as possible in this AY.

Revision and Refinement Process

Spring 2021	U-NTT/FHRC COLLABORATE TO ADDRESS 24 FHRC QUERIES <ul style="list-style-type: none">• Simple issues are resolved• Work on more challenging items continues
Summer 2021	PROVOST'S AD HOC COMMITTEE CONTINUES WORK <ul style="list-style-type: none">• Composition: Provost's office, U-NTT, FHRC, AcA, HR• Collaborative revisions to the original proposal (clarify language, further codify rank & promotion criteria, align rank structure)• Revised proposal & executive summary submitted to the Provost<ul style="list-style-type: none">○ <i>Full 34-page document available upon request</i>• Proposal reviewed by Deans' Council at the Deans' Retreat
Fall 2021	RECENT DEVELOPMENTS <ul style="list-style-type: none">• Provost shared feedback with U-NTT Committee• Provost updated Academic Assembly on 14 major proposal elements• Provost's office submitted two proposal elements to FHRC• Strategic Directions Term Faculty Working Group formed to work through eight other proposal elements

Provost's response (11/1/21 AcA update)

Moving Forward (3)	Needs Refinement (8)	Not Supported (3)
Minimum salary levels	Teaching professor series	Reorganization of faculty categories
Emeritus/a status	Instructor series	Notice of non-reappointment <i>(additions to current policy)</i>
Phased retirement	Lecturer faculty category	Security of employment <i>(vs. multi-year contracts)</i>
	Shared governance & voting rights	
	Promotion criteria & reappointment guidelines	
	Denial of promotion	
	Working titles	
	Professional leave	

Next steps

Strategic Directions Term Faculty Working Group formed and expected to begin meeting soon:

- Composition: Provost's office (Dave Lance, Jodi O'Brien) and U-NTT Committee (Brenda Bourns, Dominic CodyKramers, Audrey Hudgins, Stacey Jones)
- Coordination with: Deans' Council & FHRC

Update at Provost's convocation expected in February 2022

Seeking clarity:

- Which items will go in Faculty Handbook & which will be college/school policies
- When additional revised proposal items will be submitted to FHRC

January 10, 2022



Academic Assembly Resolution: Early Start

Whereas an initial survey of faculty from the College of Arts and Sciences, the Albers School of Business, the College of Education, the Lemieux Library, the College of Nursing, and the College of Science and Engineering indicated that 54.4 percent favored starting fall quarter two weeks early; and

Whereas 75.4 percent of faculty favored starting the fall quarter two days early;

Be it resolved that the Seattle University Academic Assembly recommends to Provost Shane P. Martin that he conduct a formal survey of faculty and staff on the question of an early start to fall quarter both 1) a two-week early start with an end to the quarter at Thanksgiving and 2) a two-day early start with no classes for the entire week of Thanksgiving; and

Be it further resolved that the Seattle University Academic Assembly recommends a one-month open comment period that includes up to four discussion fora and that all comments in favor or against the early start options be posted on a single webpage as a resource for eligible voters.