

MINUTES FOR SENATE EXECUTIVE COMMITTEE MEETING
November 14, 2005, 2:30 p.m.
142 Gerberding

Present: Ashely Emery, Gail Stygall, Phyllis Wise, José Alaniz, Margaret Rogers, Blayne Heckel, Richard Christie, Michael Vitiello, William Welton, Annie Lam, Kevin Laverty, Robert Jackson, David Lovell, Don Janssen, Bill Erdly, Kalpana Kanal, Daniel Luchtel, Jan Carline, Clark Pace, John Schaufelberger, Beth Kerr, Kathy Gill, Dina Mandoli, Lee Dunbar

Absent: Mark Emmert, Steve Buck, Janes Antony, Karen Boxx, Brian Fabien, Brent Stewart, Marcia Killien, Ross Heath, Adam Grupp.

Guests: Ana Mari Cauce

1. Approval of Agenda. **Approved.**
2. Approval of Minutes of the 3 October 2005 Senate Executive Committee meeting and 27 October 2005 Faculty Senate meeting. **Approved.**
3. Opening remarks from the Chair.
Ashley F. Emery, Chair of the Faculty Senate.

Emery indicated that he has asked Brent Stewart, chair of the Faculty Council on Research, and John Schaufelberger, chair of the Faculty Council on University Facilities and Services, to review the Sound Transit proposal. In response to a suggestion, he added Kathy Gill, chair of the Faculty Council on University Relations.

4. Report from the President, presented by Provost Phyllis Wise.

The Provost asked for feedback regarding the President's address to the University community and to her "town meeting." Responses included a suggestion on how matters are "messed," questions about the next steps regarding a vision statement, and concerns about the topics in the post-presentation period's not covering a representative range of issues.

5. Report from the Senate Committee on Planning and Budgeting. In the absence of G. Ross Heath, Senate Vice Chair Gail Stygall reported.
 - Regarding the supplemental budget, the University has submitted its request to the Office of Financial Management;
 - Regarding the salary compression monies, approximately \$1.5 million of the \$2 million is going to five schools that represent about half of the faculty (Arts and Sciences, Business, Dentistry, Law, and the Evans School – schools selected by the percentage behind the market) that these funds are for compression and not retention; that the deans are to consult with an appropriate faculty group in deciding the distribution; and that this year's funds are intended primarily for full and associate professors, but may also be used for assistant professors and senior lecturers;
 - Regarding the Storti case decision, that it will be discussed later, for details are still unknown.
6. Report on Legislative Affairs.
David Lovell, Faculty Legislative Representative.

Lovell said that he had little to add to his report given at the October 27 Senate meeting, noting only that the Council of Faculty Legislative Representatives plans to develop a brochure representing examples of the extraordinary work of faculty members; and that the State, if it could effect a cost savings, is considering the creation of a common state purchasing office.

7. Report from the Secretary of the Faculty.
Donna H. Kerr.

Kerr noted that she is working with Ombudsman Lois Price-Spratlen to try to encourage the use of informal processes for conflict, whenever possible. Second, she noted that having met with each of the 14 chairs of the Faculty Councils, she appreciates that councils have different support needs and urges the chairs to continue to stay in close touch. Third, she noted that Gene Kim will be helping temporarily with the transition to the new system of support for the University Committees.

8. Nominations and Appointments.

Action: Nominees approved for Faculty Councils and Committees approved attached as {Exhibit A}.

9. Reports from Councils and Committees.

- Academic Standards has just finished developing norming process for holistic admissions.
- Educational Outreach is looking into the “distance learning” that is attached to transcripts and is working on a recommendation regarding whether to continue that process, given that 50% of all classes use distance technology.
- Educational Technology is reviewing plagiarism based on electronic sources and implementation of wireless across campus. It is considering the development of a wireless policy for class room use.
- Faculty Affairs is collecting information on “forgotten members of faculty,” e.g. lecturers.
- Instructional Quality is currently focusing on the Provost's group's work on the undergraduate experience.
- Research is organizing and reviewing human subject issues.
- Student Affairs is focusing primarily on the effectiveness of advising on the Seattle campus, with particular attention to “bottle-neck-courses” and, more generally, the difficulties students face when trying to meet their educational goals.
- University Facilities and Services is centering on three issues: the master plan for ICA facilities, the UWMC consideration of a new Medical Center Facility, and the impact of the planned Sound Transit University station.
- University Libraries is looking at national issues, e.g. the high cost of journals.
- University Relations, whose chair is being confirmed at this meeting, has not yet met.
- Women in Academia is taking up two issues: salary equity and flexible careers.

10. Information.

Report regarding the NCAA Certification Results.

Patrick Dobel, Athletic Representative, summarized the process of the University of Washington's NCAA recertification. Summaries of various aspects of the self-study are attached as **{Exhibit B}**.

11. Announcements.

There was none.

12. Unfinished Business.

Formation of the Special Committee on Council / Committee Restructure.

Action: The appointment of the Special Committee on Council / Committee Restructure was approved attached as {Exhibit C}.

13. New Business.

Review December 1, 2005 Faculty Senate Meeting Agenda.

Action: Faculty Senate Meeting Agenda for December 1, 2005 approved as attached {Exhibit D}.

14. Adjournment at 4:15 p.m.

PREPARED BY: Donna H. Kerr, Secretary of the Faculty

APPROVED BY: Ashley F. Emery, Chair, Faculty Senate

Faculty Council and Committee Nominations:

Nominate, for Senate appointment, effective immediately, representative members of Faculty Councils and Committees for terms ending September 15, 2006, with voting rights to be determined by the appropriate council:

A. Representatives from the Retirement Association:

Multicultural Affairs..... John Macklin

B. Representatives from the Graduate and Professional Student Senate

Academic Standards..... Henry Louie
University Libraries..... Theresa Barker
Women in Academia Kate Quinn

Nominate for Senate appointment, effective immediately, J. W. Harrington, Group IV, Geography, Faculty Council on Tri-campus Policy, for a term ending September 15, 2008.

Nominate for Senate appointment, effective immediately, Kathy Gill, Group II, Communication, as Chair of the Faculty Council on University Relations, for a term ending September 15, 2006.

Nominate for Senate appointment, effective immediately, Marcia Killien, Group VIII, Senate Committee on Planning and Budgeting, for a term ending September 15, 2008.

Nominate for Senate appointment, effective immediately, John Bramhall, Group VII, Senate Committee on Planning and Budgeting, for a term ending September 15, 2008.

Summary of Self-Study, 2005 University of Washington

The Self-Study promotes campus-wide education about the goals and purposes of the athletics program; affirmation of the positive practices in the athletics program; and suggestions for improving any problems revealed throughout the process. Below you will find summaries of the 1997 and 2005 UW Self-Study Report recommendations.

University of Washington Self-Study, 1997 Summary

Strategies for Improvement Recommended by NCAA in 1996-7 Report

- The ICA mission statement was rewritten to complement the University's mission statement
- Academic issues have been incorporated into coaching evaluations
- ICA and the Office of Undergraduate Education have strengthened their relationship, leading to continuous oversight of academic support services
- The By-laws of the Tye Club were rewritten to emphasize institutional control issues
- The assorted support and booster programs have been consolidated under one office in the Tye Club for improved oversight

Summary of Results from 1997 Recommendations

- *Governance and Commitment to Rules Compliance Subcommittee*
 - Increased release time for FAR and provided support staff
 - Increased level of staff support for monitoring
 - Appointed staff person to oversee Student-Athlete Jobs Program
 - Developed programs to prepare athletes for careers in professional sports
 - Implemented formal self-reporting standards
- *Academic Integrity Subcommittee*
 - Integrated student-athletes into University-wide counseling system
 - Negotiated student-athlete access to the Office of Minority Affairs
 - Added two Academic Coordinators, two Academic Counselors, one Learning Specialist
 - Negotiated student-athlete access to University-wide priority registration
 - Expanded the Bridge Program to include 35-40 student-athletes and separated it from regular Bridge Program
- *Equity and Welfare Subcommittee*
 - Improved data collection
 - Closely monitored the numbers of minority and women coaches
 - Began to address diversity issues in coach evaluations

University of Washington Self-Study, 2005 Summary

Goals and objectives of 2005 Self-Study

- The welfare and success of student-athletes is the core goal for the athletic program, building upon five principles:
 1. Academic Integrity
 2. Athletic Success
 3. Compliance
 4. Equity and Welfare
 5. Fiscal Integrity

Key Personnel, University of Washington Self-Study, 2005

- Chair J. Patrick Dobel, Self-Study Steering Committee
- Three subcommittees:
 - Chair Michael McCann, Governance and Commitment to Rules Compliance
 - Chair Robert Crutchfield, Academic Integrity
 - Chair Helen Remick, Equity, Welfare and Sporting Conduct
- Dave Burton, NCAA Campus Liaison, Associate Athletic Director
 - In July, 2005, Liz McFarland, Executive Assistant to the Athletic Director, assumed Campus Liaison responsibilities
- Dr. Norman Arkans provided institutional support
- Mr. Mark Mulhauser provided staffing

- Jennifer Hoffman, Chief Report Writer and provided staffing

Schedule and Outline, University of Washington Self-Study, 2005

- March 1, 2004: Initial NCAA orientation visit
- April to June 30, 2004: Subcommittee meetings and data collection
- July to September 30, 2004: Subcommittee drafts completed
- February, 2005: Final revisions of report and final drafting
- July, 2005: NCAA Committee on Athletics Certification sends UW first review of report
- August, 2005: Peer-review team visit
- September, 2005: UW responds to NCAA first report review
- October, 2005: Final decision by the NCAA Committee on Athletics Certification

Summary of Subcommittee Recommendations, 2005

- *Governance and Commitment to Rules Compliance Subcommittee*
 - Create detailed specification of responsibilities and agenda for the ACIA
 - Compensate FAR and provide 50-75% release time through the President's Office
 - Improve oversight for eligibility decision-making
 - Improve education and monitoring for boosters, especially for boosters of Olympic sports
 - Upgrade internal auditing process to monitor new equipment and equipment room
 - Continue to systematically identify and learn from best practices
 - Examine placement of Financial Aid and Initial Eligibility
- *Academic Integrity Subcommittee*
 - Director of Student-Athlete Academic Services to report jointly to Athletic Director and Dean of Undergraduate Education
 - Formalize the orientation for transfer students
 - Provide additional funds for off-campus testing for learning disabilities
 - Provide additional funds for hiring tutors, aiming to attract more graduate students
 - Consider scheduling and travel issues to find the best solution for student-athletes
- *Equity and Welfare Subcommittee*
 - Continue to build upon past practices of gender equity
 - Continue to improve gender equity in participation rates and scholarship awards
 - Implement educational efforts to counter Title IX misinformation among athletes
 - Continue to recruit women for senior level administration and coaching positions and consider creating a succession program
 - Continue to recruit persons of color for senior level administration and coaching positions and consider creating a succession program
 - Implement educational efforts to raise awareness about grievance procedures
 - Create special minority and gender committee to recommend and monitor practices

Summary of Athletics Certification Committee Analysis, 2005 University of Washington

The Athletics Certification Committee (ACC) of the NCAA is comprised of 12 members who are primarily responsible for organizing institutional peer-reviews and determining the certification status of NCAA member institutions.

In July, Pat Dobel, Chair Self-Study Steering Committee, and President Mark Emmert, University of Washington received the ACC response to the UW Self-Study Report. Their response suggested the following revisions and extensions of the UW report.

Rules Compliance, Operating Principle 1.3

1. Provide written evidence that a statement regarding the importance of rules compliance is included in contracts or letters of appointment and job descriptions for all coaches and administrative staff associated with athletics.
2. Provide written evidence that a statement regarding the importance of rules compliance is included in contracts or letters of appointment and job descriptions for all individuals outside of the athletics department who are involved or associated with athletics.

Academic Standards, Operating Principle 2.1

1. Analyze, explain and, if necessary, address through specific plans for improvement the difference between the graduation rates of the aforementioned student-athlete subgroups and the graduation rate of students generally. Acceptable plans for improvement must include the following required elements:
 - o Identification of issues or problems
 - o Measurable goals the institution intends to achieve
 - o Steps to achieve the goals
 - o Specific timetables
 - o Individuals/offices responsible for carrying out the specific actions
 - o Institutional approval

Gender Issues, Operating Principle 4.1

1. Analyze, explain and address discrepancies in the treatment of male and female student-athletes and comment on any trends or significant changes for the three most recent academic years.
2. Provide written evidence demonstrating the revision of the gender-equity plan to ensure that all 13 gender-equity program areas are addressed, including the program areas of athletics scholarships and the accommodation of interests and abilities, and all gender issues identified have measurable goals, steps to achieve those goals and specific timetables for completing the work. Please note, acceptable plans for improvement must contain the following minimum required elements:
 - o Identification of issues or problems
 - o Measurable goals the institution intends to achieve
 - o Steps to achieve the goals
 - o Specific timetables
 - o Individuals/offices responsible for carrying out the specific actions
 - o Institutional approval
3. Clarify gender-equity plan to identify a timeline that extends at least five years into the future.

Minority Issues, Operating Principle 4.2

1. Revise minority-issues plan to identify a timeline that extends at least five years into the future.
2. Provide evidence that the minority-issues plan received formal institutional approval.

Student-Athlete Welfare, Operating Principle 4.3

1. Provide written evidence that grievance procedures related to transfer students exist within the athletics department and are available and disseminated to student-athletes.
2. Develop a written plan for improvement or provide written evidence of communication initiatives/efforts that have been implemented to better educate student-athletes about the existence of grievance or appeal procedures available to student-athletes in the areas required by NCAA legislation, as well as in other areas.
3. Provide evidence that the instrument used to conduct student-athlete exit interviews contains questions related to the University's commitment to the academic success of student-athletes and questions to measure the effectiveness of mechanisms to monitor the welfare of student-athletes.

4. Evaluate travel policies and provide evidence that these policies ensure the protection of the health and safety of student-athletes and that the policies are communicated to athletics department staff and student-athletes.

Summary of UW Response to Athletics Certification Committee Analysis Report, 2005 University of Washington

In September, after extensive discussion, the University of Washington sent a response to the Athletics Certification Committee at the NCAA. This response became the focus of the site review in September and is outlined below.

Rules Compliance, Operating Principle 1.3

1. Created new language for a statement regarding the importance of rules compliance, which is now included in contracts or letters of appointment and job descriptions for all coaches, administrative staff, classified staff and others associated with athletics.
2. Created new language for a statement regarding the importance of rules compliance, which is now included in contracts or letters of appointment and job descriptions for all individuals outside of the athletics department who are involved or associated with athletics.
 - Created new language for a Rules Compliance Statement to be signed by those who don't receive contracts or appointment letters as well as a plan to distribute this document.

Academic Standards, Operating Principle 2.1

1. As a student sub-population, student-athletes at the University of Washington are performing at or above the graduation rate of their undergraduate peers. When graduation rate data is examined by ethnicity and gender, student-athletes typically outperform other undergraduate sub-populations.

Gender Issues, Operating Principle 4.1

1. Differences in operating expenses, recruiting expenses and coaching salaries reflect the lack of a female equivalent for men's football. The financial aid percentage for women's teams approximates that of men's programs. Additionally, in every category with a men's and women's team, the scholarship amounts for women exceed those of their male counterparts.
2. Several responses:
 - o Will add one additional scholarship to women's track and field.
 - o Will increase the number of scholarships for women by seven, as allowed by recent NCAA proposal.
 - o The maximum number of roster spots in all women's sports is currently filled.
 - o Sports are not "tiered" and all women's teams are operated with the same status as men's sports.
 - o Might possibly upgrade a sport from intercollegiate club status to varsity status in the Intercollegiate Athletics Department, if necessary to accommodate interest. Possible sports include: lacrosse, water polo, and skiing.
3. Extend all program plans to 2010, unless otherwise indicated.

Minority Issues, Operating Principle 4.2

1. Extend all program plans to 2010, unless otherwise indicated.
2. The minority-issues plan is part of a university-wide, ongoing diversity assessment. A plan has been developed to increase participation strategies and opportunities for minority student-athletes (pending ACIA approval, October 2005). The plan establishes the ICA (Intercollegiate Athletics) Gender Equity & Diversity Committee, which will develop and implement gender equity and diversity plans and programs as well as be responsible for addressing related issues and producing an annual "report card" for the Athletic Director. This committee will be chaired by a Vice Provost.

Student-Athlete Welfare, Operating Principle 4.3

1. The University of Washington currently refers to a well-defined set of policies and procedures when handling various situations with transfer students. Procedures include information on permission request, notification, hearings, deliberations, confidentiality and finality. New appeal procedures were designed for transfer and scholarship changes.
2. Grievance procedures have been added to the student-athlete rules education program conducted by the FAR and ICA staff. To date this information has been included in rules education programming for men's football, men's and women's soccer, volleyball, and all

freshmen. Procedures have also been posted in the student-athlete handbook and on the ICA website. Additionally, new procedures have been developed by the Compliance Team to educate student-athletes about both ICA and University services available to assist them with grievances.

3. A new program evaluation plan for improvement is being developed, which will include a revised student-athlete survey, focus group interviews (led by non-ICA staff) and the addition of staff feedback mechanisms. An ICA staff person will be identified to coordinate the program evaluation efforts and staff from outside of ICA will be recruited to assist. This data will be given to ACIA.
4. Development of travel policies that ensure the protection of the health and safety of student-athletes and communication of those policies is currently underway. These policies will be reviewed by the ICA Senior Management Team and the University Risk Management Office (where applicable) and will be included in the student-athlete handbook and on the ICA website. Implementation and communication of these policies is planned to be included in the student-athlete education program and regular meetings of appropriate ICA staff by December 1, 2005.

Site Review Team

- Dr. Bernard Machen, President, University of Florida
- Joel Maturi, Director of Athletics, University of Minnesota
- Lori Ebihara, Assistant Commissioner-Compliance, Big XII Conference
- Dr. Jane Moore, Professor Emeritus, Auburn University

Special Committee on Council / Committee Restructure

Committee Charge:

Review the scope and focus of the Faculty Councils and their relationship to the administrative structure, in order to consider modifications that may strengthen shared governance. This study is a means to ensure the best working relationship with the President and Provost in a time of likely administrative restructuring. By initiating an ad hoc committee the SEC hopes to enhance the faculty's role in shared governance.

Some of the questions that the committee should address include:

1. What did we learn from the Rose Report that may be useful in our reaction to the administration's restructuring?
2. What issues are currently without a council home? What issues consistently overlap between councils? What is the best structure for both situations?
3. How closely do we want to match the administrative structure of responsibility?
4. How do other Faculty Senates and organizations address similar problems and issues?

Members:

Committee Chair:	Gail Stygall, Faculty Senate Vice Chair
Provost Appointment:	Ana Mari Cauce, Executive Vice Provost
UW Bothell Administrative Appointment:	Thomas Bellamy, Vice Chancellor of Academic Affairs
UW Tacoma Administrative Appointment:	Charles Lord, Director, UW Tacoma Library
UW Bothell Faculty Appointment:	Kevin Lavery, Chair, UW Bothell General Faculty Organization
UW Tacoma Faculty Appointment:	Robert Jackson, Chair, UW Tacoma Faculty Assembly
Faculty Senate Past Chair:	Bradley Holt, Chemical Engineering (Group VI)
Faculty Senate Past Chair:	Mícéal Vaughan, English and Comparative Literature (Group I)
Faculty At-Large:	Robert Bowen, Accounting (Group V)
	Paul Hopkins, Chemistry (Group III)
	Margaret Rogers, Speech and Hearing Sciences (Group II)
	Debbie Ward, Psychosocial & Community Health (Group VIII)

D R A F T
AGENDA
FACULTY SENATE MEETING
THURSDAY, 1 December 2005
Gowen Hall, Room 301, 2:30 p.m.

1. Call to Order and Approval of Agenda
2. Introductory Comments – Professor Ashley F. Emery, Chair, Faculty Senate.
3. Report of the President / Opportunity for Questions – President Mark Emmert.
4. Report from the Senate Committee on Planning and Budgeting – Professor G. Ross Heath, Immediate Past Chair and Committee Chair.
5. Legislative Report – Professor David Lovell, Faculty Legislative Representative.
6. Summary of Executive Committee Actions and Upcoming Issues and Actions.
7. Announcements.
8. Requests for Information.
9. Nominations and Appointments.
Action: Approve nominees for Faculty Councils and Committees.
10. Memorial Resolution.
11. New Business.

Motions involving Class C actions should be available in written form by incorporation in the agenda or distribution at the meeting. It is preferable that any resolution be submitted to the Senate Chair and Secretary of the Faculty no later than the Monday preceding a Senate meeting.

12. Adjournment

NOTE: If a continuation meeting is necessary, it will be held on December 8, 2005 at 2:30 p.m. in Gowen 301.