Meeting Synopsis:

1. Call to Order
2. Review of Minutes from April 9 and May 7 meetings
3. Thanking of members whose terms are ending
4. Planning for writing and editing of mentoring memos over the summer
5. Response from Provost Cauce
6. Ideas for next year
7. Adjournment

1) Call to Order
The meeting was called to order by Chair Marjorie Olmstead at 12:40 p.m.

2) Review of Minutes from April 9 and May 7 meetings
Minutes from the April 9th and May 7th meetings were postponed due to lack of quorum.

3) Thanking of members whose terms are ending
Olmstead thanked members who would be leaving the Council for their service.

4) Planning for writing and editing of mentoring memos over the summer
Olmstead noted that the Go Post site where the drafted memos will be stored is now active, and Council members have access to these memos, ability to comment on drafts and add additional memos for review. Categories for memos are as follows: Teaching, Interpersonal Relationships, Merit and Promotion, University Policies, Research and Service.

Olmstead illustrated the process of attaching a new memo draft to the website, and discussion followed on the drafting of guidelines for potential memos. Council members expressed support to restrict draft visibility to FCWA, and deliberated phasing out of the Catalyst tools, of which Go Post is part.

5) Response from Provost Cauce
Provost Ana Mari Cauce informed of three different actions she is taking after attending the April 9th FCWA meeting:
   - She is working with UW Advancement and Human Resources to develop campus-wide workshops to assist with women in the transition to full professor, and would like the Council’s input on these workshops and mentorship.
- Cauce will include discussion of lecturer salaries within the Salary Policy Committee, in response to the Council’s report on non-ladder faculty.
- She will investigate faculty security of employment and the potential return to 5 year contracts for senior and principal lecturers with Deans.

6) Ideas for next year
   a) Faculty Mentor Memos
   b) Research on University demographics
Upcoming Faculty Chair Jim Gregory wishes to investigate faculty demographics, noting that women within full professors are still very low. He will be invited to attend the October FCWA meeting to consider gathering and managing such information, and provide an update on campus childcare center development.
   c) Support in Mentoring efforts by Provost Cauce
   d) Campus resource list
In the past, a document outlining faculty resources on campus was created by the Secretary of the Faculty. Outlining campus resources and contacts for faculty members was considered to be important, in addition to development of “scripts” to describe conflicts at work.
   e) Department Chair workshops
Optional orientation workshops for faculty chairs could better prepare them to resolve conflicts and utilize available resources.

7) Adjournment
Meeting was adjourned at 2:02 p.m. by Chair Olmstead.

Notes by Jay Freistadt, Faculty Council Support Analyst. jayf@u.washington.edu

Present: Faculty: Olmstead (Chair), Silberstein, Mescher
President’s Designee: Neff
Ex-Officio Reps: Coney

Absent: Faculty: Habell-Pallán, Anzai, Iarocci
Ex Officio Rep: Raftus, Hanson, Cook