Minutes
Senate Executive Committee Meeting
Monday, February 10, 2014, 2:30 p.m.
142 Gerberding

Absent: Purdy, Joseph, Fridley, Kutz, Watts
Guests: Treser

1. Call to Order and Approval of Agenda.

Chair Lee called the meeting to order at 2:37pm. The agenda was approved.

2. Report of the Senate Chair – Jack Lee

Chair Lee provided an update on the salary policy proposal. He mentioned that he plans to release the current draft of the proposal online for faculty review in the coming weeks. Lee plans to set up targeted public forums to present the proposal. Eric Stern suggested that forums be held at other UW locations for Medical School faculty, such as Harborview.


President Young gave an update on the legislative session. Policy cutoff is approaching, and many bills are in jeopardy. So far, there is very little indication that any additional money will be given to higher education institutions since very little additional money is available. Some discussion is taking place regarding regional institutions intending to raise tuition, which would leave the UW without additional funds. We are following legislation from the Washington Student Achievement Council (WSAC), and encouraging them to simplify the proposal to make it less burdensome for UW.

Gregory asked about the proposed change of the payroll calendar from semi-monthly to bi-weekly to fit with the expected new HR-Payroll system and President Young indicated there seemed to be no opposition at this time.

He mentioned the President Obama’s commitment for affordable and accessible higher education. Research has been taking place regarding accessibility, affordability and student success of higher education institutions. Of the 1700 schools they looked at, only 19 met benchmarks in all three criteria, and UW-Seattle and UW-Bothell made the list. UW-Tacoma didn’t make it because one class had a 49% graduation rate.


   a. Report of the Secretary of the Faculty. [Exhibit A]
   b. Report of the Chair of the Senate Committee on Planning and Budgeting. [No written report.]
   c. Report of the Faculty Legislative Representative. [No written report.]

There were no questions.

5. Consent Agenda.
   b. Approval of the January 30, 2014, Faculty Senate Minutes.
   c. Approve nominees for Faculty Councils and Committees. [Exhibit B]
   d. Approve the 2014-2015 Vice Chair Nominations for Faculty Senate Vote.
The consent agenda was approved.

6. Announcements.

Secretary of the Faculty Marcia Killien encouraged nominations for the University Faculty Lecture award. Nominations will be due mid-March.

7. Unfinished Business.
   Class A legislation – Final Consideration. [Exhibit C]
   Title: Proposed updates to the Faculty Code.
   Action: Approve for Faculty Senate Consideration.

Chair Lee explained the process for Class A legislation. The legislation has been reviewed by President Young and the Advisory Committee on Faculty Code and Regulations; neither has any amendments to propose. The legislation passed.

   Approval of the February 27, 2014, Faculty Senate Agenda. [Exhibit D]
   Action: Approve for distribution to Faculty Senators.

The agenda was approved.

9. Good of the Order.

Storti was concerned about an ugly green building and said the plan was to remove it years ago. A discussion about temporary buildings ensued, and it was determined that these discussions are best suited for a committee which is in the process of being formed.

Discussion items included placement of temporary buildings, status of lecturers, and faculty retention issues.

10. Adjournment.

   The meeting was adjourned at 4:07 pm.

Prepared by: Marcia Killien  
Secretary of the Faculty

Approved by: Jack Lee, Chair  
Faculty Senate
Report of the Secretary of the Faculty
Marcia Killien, Professor, Family and Child Nursing

1. The nominating committee interviewed two candidates for Vice-Chair of the Faculty Senate for a term beginning in August 2014. The Committee will present two nominees, Professor Norm Beauchamp and Professor Mark Haselkorn to the Senate Executive Committee on 2/10/14. If approved, these candidates will address the Senate on 2/27/14.

2. The process of electing Senators for the 2014-16 term is underway. Those schools/colleges/campuses that are due to elect new senators have been notified and will be soliciting nominations. We are hoping to complete the elections by early March. The following units will be conducting elections: Built Environments, Education, I-School, Law, Medicine, Pharmacy, ROTC, Evans School, UW Bothell.

3. Nominations will soon be accepted for the 39th University Faculty Lecturer. Nomination materials should be submitted to the Secretary of the Faculty no later than March 10, 2014.

4. Chairs of Faculty Councils/Committees should note the deadline for submitting Class A legislation to the Senate Executive Committee (SEC) for consideration during the 2013-14 academic year is the April 7, 2014, SEC meeting. Materials need to be submitted to the Faculty Senate Office by March 31, one week prior to that meeting.
2013 – 2014 Appointments to University and Senate Committees.

Special Committee on Honorary Degrees

- Jan Carlile, School of Medicine, as a member for a term beginning effective immediately, and ending September 15, 2017.
- Sarah Nash Gates, College of Arts and Sciences, as a member for a term beginning effective immediately, and ending September 15, 2016.
- Shailendra Jain, School of Business, for a term beginning effective immediately, and ending September 15, 2015.
- Joe Janes, The Information School, for a term beginning effective immediately, and ending September 15, 2016.
- Pamela H. Mitchell, School of Nursing, for a term beginning effective immediately, and ending September 15, 2015.
- Eve Riskin, College of Engineering, for a term beginning effective immediately, and ending September 15, 2017.
- Robert Winglee, College of the Environment, for a term beginning effective immediately, and ending September 15, 2016.

Faculty Council on Student Affairs

- Will Scott, GPSS, as an ex-officio member with vote for a term beginning effective immediately and ending September 15, 2014.
Class A Legislation: Proposed updates to the Faculty Code

Rationale: Several sections of the Faculty Code have not been reviewed and updated for some time. A recent review by the Secretary of the Faculty indicated that updates were indicated either to 1) reflect current practices in the Senate and university 2) reflect the use of electronic communication, and 3) simplify or clarify the format and/or presentation of material in the Code. These changes have been discussed and approved by the Faculty Council on Faculty Affairs and are considered by them to be “minor update” changes rather than substantive changes to the Code. Specific reasons for each change are provided after each section below.

Section 21-52 Calling of Faculty Meetings

A. There shall be a meeting of the University faculty upon call of the President, or the Senate, or 10% of the voting members of the faculty. The faculty shall meet at least once in each academic year, and the President shall call such a meeting if none has otherwise been called.

Rationale: This has not been the practice for many years, although an annual address to which all faculty are invited has been given regularly. The first sentence allows for such a meeting to be called at any time by the faculty, senate, or President.

Section 22-41 Composition of the Senate

A. The Senate consists of the following voting members: The President of the University shall be a member of the Senate with vote.

1. The President of the University shall be a member of the Senate with vote.
2. The Chair of the Senate
3. The Vice Chair of the Senate
4. Chair, Senate Committee on Planning and Budgeting

B. The President of the University may appoint to the Senate with the right to speak but without vote vice presidents and the Provost or other administrative officer(s) who qualify as voting member(s) of the faculty under Chapter 21, Section 21-32 to serve at the pleasure of the President.

5. C. Chairs of faculty councils and Bothell and Tacoma faculty organizations who are not elected members of the Senate shall be ex officio members with vote. They shall serve in the Senate during their appointments as chairs and shall be considered to be members-at-large to whom the provisions of Section 22-45 do not apply.

D. Chairs of college councils (elected faculty councils of schools and colleges) shall be ex officio members without vote. They shall serve in the Senate during their appointments as chairs and shall be considered to be members-at-large to whom the provisions of Section 22-45 do not apply. A college or school council may appoint one of its members as a designee to attend a Senate meeting in place of its chair when the chair is unavailable.

E. Deans of schools and colleges and the Dean of University Libraries who are not elected members of the Senate, and the presidents of the Associated Students of the University of Washington and the Graduate and Professional Student Senate shall be ex officio members of the Senate with right to speak but without vote.

6. E. The other members of the Senate shall be voting members of the faculty who are elected in conformity with the following principles:
a. 1. These senators shall be democratically selected with care that small or minority groups are assured a voice in University

b. 2. Each school, college, or campus shall elect one senator for each 40 voting faculty, or fraction thereof, in the school, college, or campus.

c. 3. The elected faculty council of any school, college, or campus that elects more than one senator may choose to have its senators elected at large or assign its faculty to voting groups that will elect the senators. The council shall observe the guidance of Subsection F.1 above.

d. 4. The voting procedures of the school, college, or campus shall be filed with the Secretary of the Faculty.

B. Ex officio members without vote are:

1. Faculty Legislative Representative
2. Deputy Faculty Legislative Representative
3. Secretary of the Faculty

D. 4. Chairs of college councils (elected faculty councils of schools and colleges) shall be ex officio members without vote. They shall serve in the Senate during their appointments as chairs and shall be considered to be members-at-large to whom the provisions of Section 22-45 do not apply. A college or school council may appoint one of its members as a designee to attend a Senate meeting in place of its chair when the chair is unavailable.

E. 5. Chancellors of the University of Washington Bothell and University of Washington Tacoma, Deans of schools and colleges of the University of Washington Seattle, and the Dean of University Libraries who are not elected members of the Senate, and the presidents of the Associated Students of the University of Washington and the Graduate and Professional Student Senate shall be ex officio members of the Senate with right to speak but without vote.

6. The presidents of the Associated Students of the University of Washington and the Graduate and Professional Student Senate

B-7. The President of the University may appoint to the Senate with the right to speak but without vote vice presidents and the Provost or other administrative officer(s) who qualify as voting member(s) of the faculty under Chapter 21, Section 21-32 to serve at the pleasure of the President.

Rationale: This change reformats the section to be consistent with the format of Section 22-62 and to more clearly delineate who are members of the senate with vote and those who are ex officio members, either with or without vote. It also newly lists in this section ex officio members who are identified in Section 22-53.D. of the Code but not listed here, thus clarifying the total membership of the Senate in one place. Finally, to be consistent with the existing membership of the Senate Executive Committee and/or with Section 44-31., the change includes as members of the Senate the Secretary of the Faculty, the Faculty Legislative Representative, and the Deputy Faculty Legislative Representative as ex officio members without vote.

**Section 22-45 Apportionment of Senators**

A. From data available on the last business day of January 15 of each year the Secretary of the Faculty shall apportion the number of senators to be elected from each school, college, or campus, and inform the appropriate elected faculty council of the number of positions that shall be filled.

Rationale: The current university personnel database may not by January 15 accurately include all faculty whose appointments change (i.e. New appointment or ending of appointment) effective Winter Quarter. In order to assure the most accurate count of faculty for the apportionment of Senators to each academic unit holding elections, the date for apportionment is changed to this later date.
Section 22-53 Election of Senate Officers

B. The Vice Chair shall be chosen from among the voting members of the faculty by a majority vote of the Senate at the first regular meeting of each Winter Quarter. The Chair of the Senate, with the approval of the Executive Committee, shall publish in the agenda for that regular Senate meeting the name of at least one nominee. Additional nominations may be made from the floor. If no nominee receives the required majority vote in the election, all but the two highest shall be eliminated and a second ballot shall be cast.

Rationale: The requirement to conduct a vote on the Vice Chair at the first meeting of Winter Quarter has been difficult in some years because a full slate of candidates has not been able to be finalized. While conducting the vote during Winter Quarter is best, there has been no hardship created when the vote has occurred later in Winter Quarter. Also, the rewording allows for the practice of conducting an electronic vote following the meeting, a practice that has been approved by the Senate for each of the past several years.

Section 22-61 Advisory Committee on Faculty Code and Regulations

C. The Advisory Committee on Faculty Code and Regulations is advisory to the Senate Executive Committee and is responsible to it. Members shall be appointed by the Executive Committee subject to confirmation by the Senate. Members shall serve three–year terms and may be reappointed to an unlimited number of consecutive terms.

Rationale: These changes clarify the terms of members of this committee.

Section 22-62 Membership of the Executive Committee

B. Ex officio members without vote are:

1. The Provost;
2. The Faculty Legislative Representative and Deputy Faculty Legislative Representative;
3. The President of the Associated Students of the University of Washington;
4. The President of the Graduate and Professional Student Senate;
5. The Secretary of the Faculty.

Rationale: This addition makes the membership list in this section of the Code consistent with Section 44-31 of the Code.

Section 22-74 Senate Procedure: Class B Actions

A. Each Senate action in Class B shall be duplicated in a Class B Bulletin and a copy sent by the Secretary to each member of the faculty within ten days of approval of the action by the President. A Class B action is suspended if written objections to its substantive nature, signed by 5% or more of voting members of the faculty or by two-thirds of the eligible voting faculty of either the University of Washington, Bothell, or of the University of Washington, Tacoma, are presented to the Secretary within 24–14 days of its publication in a Class B Bulletin during the instructional period in Autumn, Winter, or Spring Quarters of a given academic year. Persons offering such an objection shall be invited to express their views, orally or in writing, at the next meeting of the Executive Committee and, if they desire, of the Senate. If the Senate amends the disputed action, the legislation shall be submitted in its revised form to the President and, if approved by him or her, made subject to review.
by the faculty in the manner prescribed for the original Class B action. If the Senate reaffirms the disputed action, the legislation shall be distributed to the faculty for a vote within 14 days following the announcement of the Senate's reaffirmation in a *Class B Bulletin*. A vote of the faculty shall be conducted in the manner provided by Chapter 29, Section 29-36, Subsection B. At the next regular meeting of the Senate, the Chair shall announce the results of the vote of the faculty.

**Rationale:** Due to technological changes (i.e. use of electronic communication v hard copy mailings), the time limits on responses can be reduced with no meaningful reduction in opportunity for faculty response. Data available on response patterns of faculty on prior electronic Class B legislation shows that the vast majority respond within several days of initial posting.

### Section 28-41 Brief Adjudications

**Section 28-41.A.5.**

5. Any other issue which the Chair and two members of the Brief Adjudication Application Panel ("Application Panel") determine is appropriate for brief adjudication. In making determinations of whether a brief adjudication is appropriate for a particular case pursuant to this section, if the Chair determines that:

a. The case does not fall clearly within one of the categories specified in Subsections A.1 through A.4 above but which may nevertheless be appropriate for a brief adjudication, or

b. It is unclear for any other reason whether a brief adjudication would be the appropriate procedure.

The Chair shall convene a committee consisting of himself or herself and any two members of the Application Brief Adjudication Panel. The Application Brief Adjudication Panel shall be a standing committee consisting of five members of the Adjudication Panel appointed from time to time by the Chair of the Adjudication Panel. The Chair and the two members of the Application Brief Adjudication Panel shall review the matter, confer, and make a decision whether a brief adjudication is appropriate for the case at issue. The review shall include consultation with any faculty member whose interests would be directly affected by the adjudication and review of records of any previous Application Brief Adjudication Panel decisions for similar cases. The decision shall be made with sufficient speed so that the Chair may make the necessary determinations and appoint a hearing officer and a hearing panel, if necessary, within the time limits specified in Section 28-36, Subsection C. The Chair shall prepare a written report summarizing the nature of any case submitted to an Application Brief Adjudication Panel, the decision made as to the type of adjudication to be used and the basis of such decision and shall include such report in the records of the Adjudication Panel. If the Chair and the two members of the Application Brief Adjudication Panel decide that a comprehensive adjudication is appropriate, none of the members of the Application Brief Adjudication Panel making such decision will serve on the hearing panel for that case.

**Rationale:** The term “application panel” has fallen into disuse. This change provides improved clarity of terminology.

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**Approved by:**

- Senate Executive Committee
  - January 13, 2014
- Faculty Senate
  - January 30, 2014

**Approved by:**

- Senate Executive Committee
  - February 10, 2014
Agenda
Faculty Senate Meeting
Thursday, February 27, 2:30 p.m.
Savery Hall, Room 260

1. Call to Order and Approval of Agenda.


4. Memorial Resolution.

5. Opportunities for Questions and Requests for Information.
      i. Approval of the January 13, 2014, SEC minutes.
      ii. Approval of the January 30, 2014, Faculty Senate minutes.
   b. Report of the Secretary of the Faculty.
   c. Report of the Chair of the Senate Committee on Planning and Budgeting.
   d. Report of the Faculty Legislative Representative.

6. Consent Agenda.

7. Announcements.

8. Unfinished Business.
   Class A legislation – Final Consideration.
   Title: Proposed updates to the Faculty Code.
   Action: Conduct final review of proposal to submit legislation amending the Faculty Code to the faculty for approval or rejection.

   a. Nomination of Candidates for 2014-15 Faculty Senate Vice Chair.
   b. 2014-15 Faculty Senate Vice Chair Candidates’ Presentations.

      The vice chair election will occur electronically within a week and will proceed unless there is an objection on the floor. Results will be announced via E-mail following the election certification.

      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.

10. Invited Guests.
    a. Introduction to the University Ombud: Chuck Sloane
    b. Child Abuse reporting & Campus Save Act – Amanda Paye, Title IX/ADA Coordinator.

11. Good of the Order.


Prepared by: Marcia Killien
Approved by: Jack Lee, Chair

Secretary of the Faculty
Faculty Senate

NOTE: If a continuation meeting is necessary to conduct unfinished or special business, it will be held on Thursday, March 6 at 2:30 p.m. in Savery 260.