

Faculty Senate Meeting
Monday, September 10, 2018
Minutes

Present: Heather Bailey, Uchenna Baker, Kris Bartanen, Nick Brody, Gwynne Brown, Sara Freeman, Andrew Gardner, Megan Gessel, Alison Tracy Hale, Robin Jacobson, Kristin Johnson, Chris Kendall, Andrew Monaco, Collin Noble, Heather White, Peter Wimberger

1) Chair Freeman called the meeting to order.

2) There were no additional announcements.

3) **M/S/P approval of the Faculty Senate minutes of August 27, 2018.**

4) Update from ASUPS: Noble shared that he had productive conversations following the showing of the ASUPS anti-bias video at the full faculty meeting on September 5. He shared ongoing work regarding student registration for attendance and volunteers for the upcoming Race and Pedagogy National Conference, upcoming Fall ASUPS elections, and student representation on faculty and university committees. No updates from Staff Senate.

5) Discussion of charges for standing committees 2018-2019

During discussion of additional charges to Institutional Review Board (IRB), Gessel (IRB liaison) reported that IRB wishes to more broadly publicize its use of a new online form for IRB submissions. Gardner and Bartanen discussed how the IRB is required to assess research which uses oral history: while Gardner noted that some research using oral history is no longer under IRB purview at other institutions according to recent trends, Bartanen shared that research using systematic story collection does requires IRB approval according to the “Common rule.” Gessel mentioned the challenges concerning the rigor of the IRB review process for student research.

M/S/P the following charge (in addition to standing charges) to IRB:

Charge 1: Investigate best practices for the use of online tools in research, especially tools used for online data storage and data collection, in consultation with the Library, Media, and Information Systems Committee and their draft of “Best Practices for Managing Sensitive Documents.”

During discussion of additional charges to the Academic Standards Committee (ASC), Jacobson (ASC liaison) shared that ASC had elected Johana Crane chair for the Fall 2018 semester. The Senate considered an additional charge for the ASC to examine the Academic Handbook for policy consistency; however, it was decided this will not be additionally charged to ASC at this time.

M/S/P the following charges (in addition to standing charges) to ASC:

Charge 1: Evaluate the utility and grading standards of the pass/fail option and, if deemed necessary, recommend policy changes.

Charge 2: Evaluate the effects and clarity of current policies regarding changes in enrollment status throughout the academic term (e.g. W, WF, and incompletes) and, if deemed necessary, propose policy changes.

Charge 3: Determine if the process for approval of substitute courses for the foreign language requirement, including how often the preapproved list gets updated, is sufficient.

During discussion of additional charges to the Committee on Diversity (COD), Brown (COD liaison) shared that Kirsten Wilbur will serve as COD chair for Fall 2018. The Senate discussed the continued concerns with additional charges 1a and 1b as they relate to Question #6 on the Departmental and Program Curriculum Review. COD often feels powerless to ensure academic departments adequately address concerns of diversity; it was noted that the Curriculum Committee (CC) feels similarly powerless to address departmental diversity concerns - including hiring, retention, advising, and faculty reviews - which fall outside of the curriculum. Bartanen shared that it is the purview of the Dean of Diversity and Inclusion to lead the Diversity Strategic plan, and suggested that COD's findings could be included in the university's annual Diversity Strategic Plan report.

Several Senators expressed concern - in agreement with members of both committees - at the potential for this issue to stagnate if it simply bounces back and forth between COD and CC in the coming year. Freeman asserted that it is the role of the Senate to prevent unproductive practices and charges, and ensured the issue will be on the Senate agenda for September 17.

M/S/P the following charges (in addition to standing charges) to COD:

Charge 1a: Learn about the practices through which various departments, schools, and programs are independently striving to advance the diversity goals laid out in Puget Sound's Diversity Statement and Diversity Strategic Plan, assess the mechanisms that are currently in place to evaluate departmental (etc.) practices regarding diversity (such as Question #6 on the Departmental and Program Curriculum Review), and present preliminary findings to the Faculty Senate around midyear.

Charge 1b: Recommend to the Faculty Senate one or more mechanisms by which all departments, schools, and programs should regularly and meaningfully evaluate and enrich their engagement with diversity with regard to curricular design, hiring and retention practices, assessment of faculty performance, and departmental (etc.) culture.

Charge 2: Develop one or more events and/or ongoing initiatives to help support and retain faculty of color, including mentorship.

Charge 3: Attend to and engage with the ongoing development of the university's Strategic Plan as it relates to diversity, and communicate with faculty (through the Senate, in Faculty Meetings, via the facultygovernance listserv, etc.) about important issues and possible concerns as they

arise.

During discussion of additional charges to the Library, Media, and Information Services (LMIS) Committee, Hale (LMIS liaison) shared faculty desire to have input in Library and Tech Services decisions (such as Canvas) prior to their selection for implementation. Bartanen noted faculty feedback in prior transitions (Moodle, PeopleSoft); Brody emphasized communication of these feedback mechanisms as critical. The Senate also identified the recommendation to add to LMIS a second voting member from the Library, to match the two voting members from Tech Services. As this would require increasing the number of faculty members on LMIS by one (and therefore a change in Faculty Bylaws), it remains an issue for future discussion.

M/S/P the following charges (in addition to standing charges) to LMIS:

Charge 1: Circulate the draft of “Best Practices for Managing Sensitive Documents” to the Professional Standards Committee (PSC); Institutional Review Board (IRB); Counseling, Health, and Wellness Services (CHWS); The Center for Writing, Learning, and Teaching (CWLT); Data Standards; The Office of Accessibility and Accommodation; Registrar; Student Conduct and Title IX; and Human Resources; for feedback in the expectation that in academic year 2019-2020 the committee will finalize the document for approval and campus use.

Charge 2: Clarify and publicize to faculty and academic staff the general policies and processes related to making changes in library and information systems as applies to the academic program.

During discussion of additional charges to the Professional Standards Committee (PSC), White (PSC liaison) presented draft charges. It was confirmed that Bartanen would convene the first PSC meeting, scheduled for September 10. The Senate discussed the historical context for non-tenure line faculty at Puget Sound, including how the work of the PSC is related to discussions in the Dean’s office regarding the potential for future lecturer / senior lecturer positions. Relatedly, the Senate was reminded of the suggestion from the 2017-2018 to consider the formation of an ad hoc committee to address concerns of non-tenure-line faculty. This is an issue for continued discussion.

M/S/P the following charges (in addition to standing charges) to PSC:

Charge 1: Address the request from a faculty member in the School of Education regarding the clinical streamlined instructor review process.

Charge 2: Review and clarify the evaluation process for non-tenure-line positions, including visiting faculty members that stay beyond 3 years and other potential renewable non-tenure-line positions that may be created.

Meeting adjourned at 1:31.