

Minutes of March 7, 2017, faculty meeting  
Respectfully submitted by Amy Spivey, Faculty Secretary for 2016-2017

I. Call to order

Alisa Kessel (Faculty Senate Chair) called the meeting to order at 4:03 p.m.

II. Approval of the minutes of February 7, 2017

M/S/P to approve the minutes without changes or corrections.

III. Questions regarding reports from the President, Academic Vice President and Chair of the Faculty Senate

There were no questions about any of the reports.

Kessel made several comments, as follows:

(a) She clarified that Academic Standards Committee just approved a Religious Accommodation policy that will go into the Handbook.

(b) She also talked about some recent Senate work related to the language in the *Faculty Code* regarding promotion to Full Professor. There was a survey in the fall about that. After the Faculty Senate figures out what the data say, they will come back to it.

(c) The proposal for shortening the spring semester will come to Faculty Senate soon and may come to the full faculty in April.

(d) Please return classrooms to their usual physical state after use, keeping in mind that not all members of the faculty have the same physical capacity for moving furniture, etc.

IV. Discussion of new review cycle of department review standards (See Appendix E.)  
(Presented by Matt Warning on behalf of the Professional Standards Committee)

Kessel - Faculty Senate has approved of this policy twice but felt that the full faculty should see it because it has to do with promotion. Kessel clarified that if faculty members at the meeting approved of the policy, they did not need to do anything specific during the meeting. To stop or revise the policy, however, someone would need to make a motion.

Matt Warning explained that this new policy is about encouraging departments to get their standards in line with what they actually do and what they actually value. The PSC wants to ensure equity and fairness across the university. It's asking departments to revisit their standards and guidelines every 8 years and sets up a schedule for them to do that.

Questions about the policy –

Keith Ward asked a question about the section on page 2 of the policy about reviewing the document early but still having to review it again when the department is scheduled to do it. What is wrong with departments submitting eight years after a revision?

Kessel – It's intended to keep the PSC's work regular so that many reviews don't pile up in a given year.

Kent Hooper commented that we all need deadlines, and sometimes we aren't very good at meeting them.

Matt Warning clarified that some departments don't often have anything in their guidelines about digital work, so that necessitates some revision.

Nancy Bristow agreed and gave History as an example. They are starting their review now.

Stacy Weiss- You said that one of the goals was to increase equity across departments. How do you envision this review cycle doing that?

Matt Warning – The review by the PSC on a regular basis would ensure that the guidelines would be similar between departments in terms of their clarity.

Bill Haltom – From experience on the PSC and FAC, it is the case that if the PSC is reviewing the criteria, the whole document is up for review by the PSC even if the department has only changed something minor. So, we should all be aware of that. I'm not sure what would happen if the department makes no changes before it submits a document for PSC review.

Matt Warning – If there are no changes, and the PSC reviewed it four years earlier, would the PSC need to review it? Is that what you mean?

Bill Haltom – The PSC can certainly push back on the departments if they are unhappy with the department's evaluation standards. It's not just that the PSC is checking that the guidelines are consistent with the *Faculty Code*, but the PSC actually has to approve all of the guidelines. (Some additional discussion ensued.)

Kris Bartanen – People learn along the way. The PSC may see some things that the department might consider that they haven't already considered in their guidelines. The FAC have made observations about their work that then have come back to the writers of the guidelines and/or to the PSC. Plus, we change the Faculty Code occasionally, and some adjustments in the guidelines sometimes need to be made in response to those changes.

There were no other questions for Matt, and there was no additional discussion of the policy.

Kris Bartanen pointed out the provision that people can choose to use the new guidelines or the immediately prior guidelines when going up for review, particularly if the guidelines are changed close to when the person goes up for review. It will be a question like, "open or closed file?," that people will need to answer when they are going up for review.

V. Update from President Isiaah Crawford on Listening & Learning sessions being held with faculty, staff, and students

President Crawford took the floor. (His slides are shown in Appendix F of these minutes.) He gave a sense of which groups he has been meeting with. The sizes of groups with whom he has met have ranged from 10 to 35-50 (with student groups on the larger end). The meetings might be concluding at the end of March but possibly into April. He has met with staff and students from a number of offices across campus, academic faculty and staff from different buildings, etc. He gave a sense of the agendas for each of these meetings and talked about what his first few months have been like. He talked about some of the travel he has been doing to visit with alumni chapters across the country and with legislators in Washington, D.C., and Olympia. He presented the "Hearing from You" questions that he has been using with the groups that he has been meeting with.

He also presented some summary comments about overall themes that have emerged from the meetings. He talked about the Process for the Development of the Strategic Plan, with three options of “top down”, “grassroots”, and “hybrid”, as well as “Internal Facilitation versus External Consultant”.

He said that the “hybrid” approach was the one most often recommended by the groups he spoke with. With regard to “internal” vs. “external”, it was more divided, but there was consistent commentary regarding whether there were appropriate people on campus who would have the time to guide the process. Sometimes external consultants can help drive the process forward, but the external consultant would have to understand our culture and work in concert with our current structure and modes of communication and decision-making.

The Board of Trustees has indicated that they want to have a workshop at their upcoming May meeting on the development of the new strategic plan. Timeline is to begin in earnest in ‘17-‘18, so that in Fall 2018 the Board of Trustees could look at the new strategic plan. To meet that timeline, we would probably need an external consultant to help drive the process forward in a timely manner.

President Crawford said that his experience has been using the hybrid approach with a consultant working with a committee structure led by members of the campus community. That has been effective in the past, but he wanted to listen to people’s thoughts about it. We want to engage people as much as possible to get the most effective strategic plan, which people can support and get behind.

There were no questions for President Crawford regarding his report.

#### VI. Other business

Kessel mentioned that our next faculty meeting, scheduled for Tuesday, April 11, is on the first night of Passover, and that that meeting date may be changing to another Tuesday in April. (Subsequent to the March 7 meeting, an email was sent to the faculty changing the next faculty meeting to Tuesday, April 18, from 4 – 5:30 p.m..)

#### VII. Adjournment

The meeting adjourned at 4:46 p.m..

Appendix A – Attendance record

Attending

Kris Bartanen  
Francoise Belot  
Nancy Bristow  
Gwynne Brown  
Dan Burgard  
Alva Butcher  
Isiaah Crawford  
Sara Freeman  
Jeff Grinstead  
Bill Haltom  
John Hanson  
Kent Hooper  
Renee Houston  
Martin Jackson  
Chris Kendall  
Alisa Kessel  
Jung Kim  
Alan Krause  
Laura Krughoff  
Sunil Kukreja  
Brendan Lanctot  
Gary McCall  
Amy Spivey  
Jonathan Stockdale  
George Tomlin  
Keith Ward  
Matt Warning  
Stacey Weiss  
Carolyn Weisz

Guests

Kate Cohn  
Ellen Peters

## Appendix B – Report from President Isiaah Crawford



### President's Report to the Faculty

February 28, 2017

I write to you following the conclusion of a successful series of meetings with Puget Sound's board of trustees, in which a number of actions were taken, including approval of the [2017–18 budget](#).

A centerpiece of the meetings was a workshop for trustees to learn more about our curriculum and the high-impact learning experiences in which our students are engaged. Several faculty colleagues and students participated in the workshop (and other activities associated with the meetings). Thank you to all who participated, and to those who opened up classes to trustees.

Below is a brief report on other activities since we last met:

Student affairs. As reported to the campus yesterday, Mike Segawa has announced his plans to conclude his service as vice president for student affairs on June 1. Kris Bartanen has agreed, most graciously, to serve as academic vice president and interim vice president for student affairs [and dean of students?], effective June 2. Kris will work with the dean's office and faculty leadership to ensure that appropriate support is in place to assist in the management of the division of academic affairs during this interim period.

Undocumented Students Work Group. As reported to you last month, Puget Sound has reactivated the Undocumented Students Work Group, chaired by Rev. Dave Wright '96, with Professors Pepa Lago-Grana and Robin Jacobson, and staff colleagues Eowyn Greeno (international programs), Mona Lawrence (student employment), Kariann Lee '13 (academic advising), Maggie Mittuch '82 (Student Financial Services), and Vivie Nguyen (intercultural engagement), joined by Todd Badham '85, P'11, Cindy Matern P'09, P'11, and Brad Tomhave P'05. Topics being addressed by the workgroup were shared in my remarks to the board of trustees, and a [follow-up message to campus](#) was sent on Feb. 16. We continue to monitor this issue closely.

Listening sessions. I have continued small-group discussions across campus, with a goal of making my way around to all areas of the campus by the end of spring semester. I am also continuing my efforts to get out in the local community, including ongoing meetings with the Black Collective and upcoming presentations at City Club and Rotary 8. Further afield, I am scheduled to meet with our alumni this spring at welcome events in Honolulu, Seattle, and Boise.

Enrollment report. We are pleased to have Vice President for Enrollment Laura Martin-Fedich on board, and I hope that many of you can join us for a reception to introduce her to campus on March 2; unfortunately, our Feb. 6 reception for her was canceled due to snow. As of Feb. 21, applications for the incoming Class of 2021 were at 5,910, slightly down from last year's record high of 6,329, and up from the previous year at 5,771. Thank you to those of you who are opening your classes or otherwise participating in our upcoming Decision Puget Sound days for admitted students on April 1, 7, and 14.

Inauguration. I was pleased to attend a meeting with the Inauguration Steering Committee last week, and look forward to this opportunity to showcase Puget Sound to our guests from around the country. The faculty, along with students and staff members, have put together an outstanding series of symposiums and student performances that demonstrate the depth and breadth of a Puget Sound education in relation to our theme: the liberal arts and leadership for a changing world.

I look forward to gathering with you at the upcoming faculty meeting and responding to any questions you might have.

A handwritten signature in blue ink that reads "Isiaah". The signature is fluid and cursive, with the first letter 'I' being particularly large and stylized.

Isiaah Crawford, Ph.D.  
President

Appendix C – Report from Academic Vice President Kris Bartanen



February 28, 2017

TO: Faculty Colleagues

FR: Kris Bartanen

RE: Dean's Report to the March 7 Faculty Meeting

**Reminders:**

**March 24: Inauguration Day, no classes.**

**March 8, 4-5:30 p.m., Tahoma:** Dean's List Celebration.

**April 14:** Performance Reviews due from faculty members who supervised staff members, which means Martin Jackson needs them by about March 10 (i.e., performance reviews, *then* taxes!).

**April 18-19:** Accreditation Seven-Year Visit by Northwest Commission on Colleges and Universities. The evaluation team will be Jane Atkinson, Provost at Lewis and Clark College and Stephen Germic, Provost at Rocky Mountain College. We are making the push to complete the report for a March 15 submission deadline, with much thanks to Accreditation Liaison Officer Martin Jackson, Director of Institutional Research Ellen Peters, and members of the Accreditation Review Committee.

**June 5-7:** Fourth annual NW5C Faculty of Color and Allies Workshop, this year at Willamette University; contact Michael Benitez or Sunil Kukreja if you would like to participate.

**Spring 2017 Campus Climate Conversations:** (coordinated by Diversity Advisory Council and Bias-Hate Education Response Team, in collaboration with additional faculty and staff colleagues)

- Wed., March 8, 12-1, Board Room: Identities, social issues and the call for a mutual endeavor
- Tue., March 21, 4-5, Board Room: Civility and respect
- Wed., April 5, 12-1, Board Room: Connections between national and local social climate
- Tue., April 18, 4-5, Board Room: What is BHERT and what role does BHERT play at Puget Sound?
- Wed., April 26, 12-1, Board Room: Sexual misconduct at Puget Sound: What campus climate data tells us

**Board action:** Trustees approved the *Faculty Bylaw* change to shift from a five-year to a seven-year cycle for department and program curriculum reviews.

The Board approved tenure for John Wesley (English), tenure and promotion to associate professor for David Chiu (Mathematics and Computer Science) and Alan Krause (Business and Leadership), and promotion to associate professor for Rachel Pepper (Physics/Biophysics).

**Update on Faculty Searches:** Faculty members are doing good work in cultivating diverse and talented finalist pools. Searches completed:

- Biology - Botany: Carrie Woods, Ph.D. Clemson University, 2013; currently visiting assistant professor at Puget Sound.
- Business and Leadership - Marketing: Charles (Aaron) Lawry, Ph.D. University of Arizona, 2013; currently assistant professor at Pace University.
- Economics: Isha Rajbhandari, Ph.D. expected 2017, Ohio State University.
- English – Writing and New Media: Regina Duthley, Ph.D. expected 2017, St. John’s University.
- French Studies: Rokiatou Soumare, Ph.D. University of Oklahoma, 2016.
- History – Early U.S. and Latino History: Andrew Gomez, Ph.D. UCLA, 2015; currently Mellon post-doctoral fellow in digital humanities at Puget Sound.
- Religious Studies/Bioethics: Ha Jung Lee, Ph.D. expected 2017, Boston University.
- Psychology: Adrian Villicana, Ph.D. expected 2017, University of Kansas.
- Three-year position in African American Studies: Layla Brown-Vincent, Ph.D. Duke University 2016.

**Academic Staff Updates:**

- Jacqueline Elliott has joined the Academic Advising staff, stepping into the role formerly held by Kariann Lee.
- **Open Searches:**
  - **Deputy Title IX Coordinator/Associate Director of Diversity and Inclusion:** Search committee is Poppy Fry (History), Sarah Shives (Student Affairs), and Cindy Matern (Human Resources) advisory to Michael Benitez, Dean of Diversity and Inclusion.
  - **Archives and Special Collections Librarian,** preferred closing date March 20.
  - **Registrar:** posting is out, with preferred consideration date of March 19.
  - **Continuing:** Visiting and adjunct faculty hiring for sabbatical replacement and completion of the 2017-18 course schedule.

**Kudos:**

- To Nancy Bristow, Gwynne Brown, America Chambers, Erin Colbert-White, Monica DeHart, Alyce DeMarais, Andrew Gomez, Robin Jacobson, Mikiko Ludden, Emelie Peine, Jeff Root, Ariela Tubert (I hope I haven’t missed someone!) for a weekend of participation in the 1<sup>st</sup> Annual Puget Sound Posse Plus Retreat at Fort Worden. Faculty and staff participants (~24) joined students (~57), by student invitation for focus on the national Posse Scholars’ selected topic of “Us vs. Them.”
- To Robin Jacobson, Priti Joshi, Alan Krause, Eric Orlin and Amy Ryken for presenting at the Board of Trustees workshop regarding the work of the Ad Hoc Committee on Educational Goals and the Committee to Support the Shared Curriculum.
- To Bryan Thines, Biology, for garnering a Murdock Charitable Trust Life Sciences grant.
- To Jill Nealey-Moore and Siddharth Ramakrishnan for giving me two opportunities to submit NIH grants in a week’s time!

- To Tanya Erzen, Religious Studies, for her book launch on Monday, March 6 at Elliott Bay Book Company in Seattle: *God in Captivity: The rise of Faith-Based Prison Ministries in the Age of Mass Incarceration*.
- To all who I have surely forgotten to list – for their ongoing commitments to outstanding educational work in support of Puget Sound students!

Appendix D -

**Report to Faculty from Faculty Senate Chair Alisa Kessel  
28 February 2017**

The Faculty Senate convened on February 13 and February 20, 2017.

**The Faculty Senate took the following actions:**

- approved candidates for Honorary Degrees
- passed a motion to create an *in memoriam* recognition for students who have died will attending the University of Puget Sound (appended to this report as Appendix A)

**The Faculty Senate considered:**

- the recommendations from the Budget Task Force
- the report from the ad hoc committee on educational goals. After some questions and discussion, the Faculty Senate has decided to revise one of the educational goals recommended by the committee.

**The Faculty Senate has continued its work to:**

- implement the common hour next year
- collect faculty attitudes about the criteria for promotion to (full) professor
- collect faculty attitudes about equity and community expectations around work commitments (including course load, advising, and other kinds of student support)

**Board of Trustees Meeting**

On February 23 and 24, I attended the meeting of the Board of Trustees; my report to the Board is appended to this report as Appendix B. The Thursday workshop included discussions of the revision of the university's educational goals (presented by Robin Jacobson and Alan Krause) and the work of the Committee to Support the Shared Curriculum (presented by Priti Joshi, Eric Orlin, and Amy Ryken).

## Appendix A: *In memoriam* recognition

Objective: to create an *in memoriam* recognition to be awarded to students who have died while enrolled at the University of Puget Sound.

To determine eligibility, the Faculty Senate will consider:

- 1) whether the nominee has matriculated at the University of Puget Sound, and has been attending classes and actively pursuing and making progress towards a degree,
- 2) whether the nominee was dismissed or suspended at the time of death, and
- 3) whether there are other factors deemed relevant by the Faculty Senate in determining eligibility for recognition.

The *in memoriam* recognition would be granted, upon consultation and approval from the student's family, at the Commencement ceremony (or at another time agreed upon by the family) that corresponds either to the student's anticipated graduation date or to the class with which the student matriculated.

This recognition will not affect the academic or honorary merits of other degrees awarded by the university and will not require an accounting of the student's academic achievements to date (other than as specified in #1 and #2 above).

Process:

- 1) By April 1, the Office of the Registrar will identify any student has died and who would have been a member of the forthcoming graduating class (either based on the student's anticipated graduation date or matriculation date) and will confirm matriculation and enrollment, as well as academic and/or conduct suspension or dismissal;
- 2) The Office of the Registrar will forward the nomination to the Academic Dean and the Dean of Students for additional notations;
- 3) As members of the Faculty Senate, the Academic Dean and Dean of Students will forward the nomination to the Faculty Senate for action.

Upon approval by the Faculty Senate, the Director of the Office of the President will initiate and carry out communication with the family of the nominee, as appropriate.

Appendix B: **Report to the Board of Trustees of the University of Puget Sound**  
**Respectfully submitted by Faculty Senate Chair Alisa Kessel**  
**February 2, 2017**

**I. Preamble**

I write this report in a moment of deep anxiety. In saying this, I recognize that I am betraying my politics—something that I normally take great pains, in my classes, to avoid. But this is not a normal moment, and I am not in a classroom. The policies and proposals that seemed impossible only a few months ago are being codified at a rapid-fire pace. The uncertainty which might have tempered one's approach to the Trump administration only a few weeks ago has dissolved into absolute clarity about the intentions and aspirations of the new regime.

While there are members of our community who are supportive of the Trump administration, most of our community is reeling. Students, staff, and faculty are seeking out information everywhere they can find it. They are marching in support of causes, attending events on campus in (what must be) record numbers, and organizing teach-ins. In the last ten days, I've seen: a staff member and former military linguist explain to our students why she is worried about Russia; a shy student stand up and sing a song about liberty (by himself!) at a rally in Marshall Hall; another student, hands shaking, recount memories of growing up as an Iranian American and ponder what might be next for his family of immigrants; the Tahoma Room filled to overflowing with students posing prepared, researched questions to Representative Derek Kilmer on his January 26<sup>th</sup> visit; and faculty members of all disciplines push themselves far beyond their scholarly expertise to support our students. There is great promise here, but there is also fear and anxiety.

Closer to home, the fallout from the painful November flyer incident has occasioned many productive—though challenging—conversations about the efficacy of our educational responses to incidents of bias, hate, and other barriers to an equitable, inclusive, and just campus. It has also led some to consider how our campus should balance its educational, restorative, and punitive processes. There is great promise here, too, but also fear, anxiety, and perhaps some distrust.

In this context, I am reminded that the University of Puget Sound commits itself to preparing students to meet the highest tests of democratic citizenship. As a student of democracy, I believe President Trump's administration may be the highest test of democratic citizenship that many of us will ever face. It is incumbent upon us, as the community of the University of Puget Sound, to proceed with absolute clarity about what—and who—we are willing to defend. Many of our students, faculty, and staff are at risk, whether they are undocumented or have green cards; whether they have been or will be victims of sexual violence; whether they are religious, racial, or ethnic minorities; whether they have pre-existing medical conditions. We must rededicate ourselves to our principles, communicate them clearly, and defend them without hesitation. I understand that this commitment will likely put us in uncomfortable positions, and might even, at times, pose risks to the institution. At this moment, I don't believe we have a choice but to take

intentional risks in defense of our most deeply-held principles; equivocation would be our undoing.

I submit my report, then, with the intention of supporting Puget Sound as a humane community, fostering trust, and challenging the university to be the best version of itself.

**II. Measures passed by the faculty**

Resolution to make Puget Sound a sanctuary campus (November 2016)

A resolution to make Puget Sound a sanctuary campus passed at the November 2016 faculty meeting without opposition. That there was no opposition to this measure is, in fact, a remarkable achievement, which speaks to the depth of the faculty’s commitment to protecting our students. (The text of the resolution and cover letter are included as an appendix of this report.) I submitted this resolution to Board Chair Pohlad, President Crawford, and Academic Vice President Bartanen. In subsequent communications to the campus community, President Crawford has clarified the university’s position on a sanctuary campus, saying that the language of “sanctuary” poses a risk, particularly to those students we are trying to protect, but that the university will do everything “in its legal and moral authority to protect the privacy of [its] campus members.” The statement is heartening in its affirmation of our values, but understandably unsatisfying for those whose lives and educations depend on their knowing precisely what they can expect from the University of Puget Sound in the months and years ahead.

I believe that greater clarity about particular policies will help the campus community and will foster greater trust. I hope that we can continue to refine our policy toward undocumented students in order to offer them modest security in an insecure moment, to signal to future undocumented students that Puget Sound is committed to their inclusion, and to support our long-term efforts to diversify our campus community.

This chart compares the faculty resolution with the statement released by President Crawford, and offers some possible additional policy actions that could clarify the existing policy<sup>1</sup>:

<b>Faculty resolution language</b>	<b>Response from President Crawford</b>	<b>Possible clarifying actions</b>
Guarantee privacy by refusing to release information regarding the immigration status of our students, staff, and community members	Will protect the privacy of all members of the campus community in accordance with federal and state privacy laws, including (FERPA)	

<sup>1</sup> I know that conversations about these matters are ongoing, and acknowledge that some of these measures may have been implemented or further refined by the time we convene in late February.

<p>Not voluntarily assist or cooperate with Tacoma police, Immigration and Customs Enforcement (ICE), or Border Patrol agents' efforts to remove undocumented persons from our campus solely because of their citizenship status</p>	<p>Not cooperate "unless compelled to do so by law"</p>	<p>Specify refusal to cooperate or share information without a <i>warrant or court order</i> mandating compliance in <i>particular cases</i></p>
<p>Meet financial need for undocumented students, DACA students, or students with undocumented family members who might lose access to financial supports as a result of proposed federal policies</p>	<p>Will assist undocumented students in accessing state and other aid for which they are eligible</p> <p>Will evaluate any student's change in personal or family circumstances and make appropriate financial aid adjustments</p>	<p>Specify commitment to meet the full financial need of <i>all current</i> undocumented students</p> <p>Specify commitment to meet the full financial need of <i>future</i> undocumented students</p>
<p>Pursue efforts necessary to establish the University of Puget Sound as a sanctuary campus</p>	<p>No declaration of University of Puget Sound as a sanctuary campus</p> <p>Commitment to do everything "within legal and moral authority" to protect privacy</p>	<p>Publicly declare Puget Sound a sanctuary campus</p> <p>Communicate (to DACA students) the precise level and type of commitment to protection</p>

Again, I emphasize that this faculty resolution passed without opposition after a vigorous and thoughtful debate.

I also note that February 19<sup>th</sup> marks the 75<sup>th</sup> anniversary of Executive Order 9066, signed by President Roosevelt, to authorize the creation of internment camps. Members of the faculty have expressly compared our present moment to 1942 as we have considered the implications of declaring (or not declaring) Puget Sound a sanctuary campus. Puget Sound's recent history is a stark reminder that compliance with a law is unethical when the law is an unjust and plainly illegitimate. The University of Puget Sound should have done more to support its Japanese American students in 1942, and must continue to learn from past mistakes. Indeed, Puget Sound's future survival may well depend on its ability to distinguish itself among its peers and to appeal to a new generation of college-goers who seek reassurance that Puget Sound will truly be a place of inclusion and equity.

Approval of an amendment to Section 6.B.b.6 of the Faculty Bylaws (November 2016)

The faculty approved an amendment to the Faculty Bylaws regarding standing charges for the Curriculum Committee:

*Original:* review the curriculum of each department, school, or program at least once every **five** years.

*Amended (proposed to the Board):* review the curriculum of each department, school, or program at least once every **seven** years.

Endorsement of a motion (November 2016)

The faculty endorsed the following motion: The faculty of the University of Puget Sound supports a proactive, public affirmation of the university's core values, particularly of non-discrimination, diversity, and inclusion. Such affirmation would be issued in multiple media, both print and electronic.

**Ongoing work of the Faculty Senate includes:**

- implementation and assessment of the common period
- collection of faculty attitudes about the criteria for promotion to the rank of Professor
- consideration of equity and community expectations in support of the university's mission
- discussion about faculty involvement in educational responses to incidents of bias, hate, and other challenges to creation of an inclusive and equitable campus

**The Faculty Senate has considered, but not yet acted upon:**

- a proposal from the Professional Standards Committee to formalize a review cycle for departmental evaluation guidelines (once every eight years)
- a proposed revision of the standing charges of the International Education Committee (Bylaws)
- a measure to create an *in memoriam* recognition to honor students who have died while attending Puget Sound; a revision of this measure will be considered in the February 6 Faculty Senate meeting.

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It seems that our work is never done, but I am grateful to participate in efforts to strengthen Puget Sound with colleagues on the faculty and staff, alumni, and students who devote themselves to this community in good faith and with good humor. I know the Board shares this devotion, and I look forward to continuing to work together with you to communicate our deep and unwavering commitment to past, present, and future members of the Puget Sound community and to defend our values in this moment, when they may be more at risk than ever.

Respectfully submitted

Alisa Kessel, PhD  
Chair, Faculty Senate  
Associate Professor and Chair, Politics and Government

Appendix E – Document regarding departmental review of standards for evaluation and promotion, brought by the Professional Standards Committee (PSC)

DATE: February 20, 2017  
 FROM: Professional Standards Committee  
 TO: Faculty Senate  
 SUBJECT: Review Cycle for Departmental Evaluation Standards

As part of its standing charge “to recommend and improve continually the instruments and methods of Faculty evaluation and to facilitate their use in the University community” (Faculty Bylaws V.6.E.c.1), the Professional Standards Committee (PSC) has established a review cycle whereby each university department will be asked to review and revise its departmental evaluation procedures (i.e. its departmental guidelines for promotion, tenure, and other reviews). This review is meant to help ensure that departmental evaluation standards stay up-to-date with the Faculty Code as well as changing norms and practices within each discipline.

After reviewing information on when each department last conducted a formal review of its departmental evaluation standards, the PSC has established a rolling schedule whereby each department will conduct such a review once every eight years:

<u>Year One</u> (first review in spring 2017)	<u>Year Two</u> (first review in 2017-2018)
Environmental Policy and Decision Making (fall) History (spring) Economics (spring)	Classics (fall) German Studies (fall) Geology (spring) Hispanic Studies (spring)
<u>Year Three</u> (first review in 2018-2019)	<u>Year Four</u> (first review in 2019-2020)
Religious Studies (fall) Exercise Science (fall) Psychology (spring) Sociology and Anthropology (spring)	Science, Technology, and Society (fall) African American Studies (fall) Theatre (spring) Chemistry (spring)

<u>Year Five</u> (first review in 2020-2021)	<u>Year Six</u> (first review in 2021-2022)
International Political Economy (fall) Education (fall) Communication Studies (spring) Asian Languages and Cultures (spring)	Physics (fall) Politics and Government (fall) Music (spring) Mathematics and Computer Science (spring)
<u>Year Seven</u> (first review in 2022-2023)	<u>Year Eight</u> (first review in 2023-2024)
Philosophy (fall) Biology (fall) Business and Leadership (spring) English (spring)	Physical Therapy (fall) French Studies (fall) Occupational Therapy (spring) Art and Art History (spring)

Departments will be required to submit their revised standards to the PSC for review no later than midterm of their assigned semester.

If a department finds it important to review or change its departmental standards earlier than its designated review year, it is free to submit revised guidelines to the PSC at any time. However, the department will still need to conduct a review during its next regular, designated review year.

Faculty undergoing evaluation may choose to use either the newly approved departmental evaluation standards or the most recent prior version of their department's evaluation standards, so long as the most recent prior version was in effect on the date that the faculty member's tenure-line appointment began.

#### Guidelines to Departments

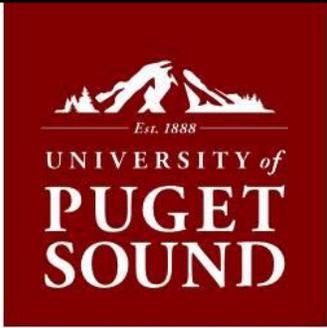
As departments conduct their reviews, the PSC asks them to consider, among other issues, the following:

- Whether there are any unclear or contradictory statements that might mislead or confuse a junior or newly-arrived faculty member, or that could confuse the Faculty Advancement Committee (FAC) when attempting to apply the guidelines.

- Whether there are rules that are overly restrictive, and that could delay an evaluation or force the FAC to return a file to the department. The PSC recommends modifiers like "normally" to allow for illness, leaves of absence, etc.
- Whether norms and practices in the relevant discipline(s) have changed since the last review of their departmental standards, and if so, how departmental standards should be revised to reflect those new norms and practices.
- Whether any aspects of the guidelines contradict provisions in the Faculty Code, especially Chapters III and IV. The PSC asks that departments pay particular attention to several issues:
  - The specification of criteria for tenure and promotion are not the same.
  - Colleague letters are to be completed before department deliberations.
  - Where standard departmental practice is to establish an evaluation committee that is smaller than the whole department or includes members of other departments/programs, departments should provide guidelines for the composition of that evaluation committee, making sure that its composition accords with provisions outlined in Chapter III, Section IV, Part III of the Faculty Code.
  - Departments are reminded that only tenure-line faculty, ongoing instructors, and clinical faculty may participate in the evaluation process.
  - Departments should ensure that all aspects of departmental guidelines accord with the most recent version of the Faculty Code.
  - References to page numbers in the Faculty Code should be avoided, since those numbers can change, invalidating guidelines.

Evaluation standards should also indicate the names of the faculty members who participated in the process of revising the departmental evaluation standards.

Final copies of guidelines should include the date of departmental approval and the date of PSC approval.



Briefing on President's  
Listening and Learning Sessions  
March 7, 2017 Faculty Meeting



**Listening and Learning**

# Activity Report Oct 2016 – Feb 2017



## Listening & Learning Sessions

*(October 2016 – January 2017)*

Faculty/Staff:	
Harned Hall	Thompson Hall
Jones Hall	Weyerhaeuser Hall
McIntyre Hall	Wyatt Hall
School of Music	Kittredge Hall

# Activity Report Oct 2016 – Feb 2017



## Listening & Learning Sessions

*(October 2016 – January 2017)*

Staff/Students:	
Office of International Programs	Bookstore, Facilities Services
Office of Institutional Research	Division of Student Affairs
Office of Communications	Mail Services, Office of the Registrar
Student Athlete Advisory Committee	Office of Academic VP, Office of Associate Deans
Resident Student Association	Dining & Conference Services
Greek Leadership (IFC/Panhellenic)	Security Services, Office of the President
Office of Diversity & Inclusion	Experiential Learning

# Activity Report Oct 2016 – Mar 2017



## Listening & Learning Sessions

*(February - March 2017)*

Center for Writing, Learning & Teaching	Office of Admission
Office of Diversity & Inclusion	Athletics
Office of Academic Advising	Finance and Administration
Experiential Learning	Department of Human Resources
Office of Student Accessibility & Accommodation	Business Services, Technology Services
Career and Employment Services	ASUPS Senate
Office of Graduate & Undergraduate Fellowships	Library
Residence Life Student Staff	Governing Council (SDC/Interfaith/Civic Engagement)
Office of University Relations	

# Listening & Learning Sessions



## Agenda

- I. Welcome
- II. IC's First Months
- III. Hearing from You
- IV. Process for the Development of our Next Strategic Plan
- V. Q&A

## Listening & Learning Sessions

### IC's First Months

- Warm Welcome
- Fire Hose
- Highly-scheduled (OMG)!!
- Settling into a Rhythm
- Delighted to be a Member of this Community

## Listening & Learning Sessions

### Hearing From You

- So, how are you?
- What brings you joy in your work at Puget Sound?
- What makes you feel proud about being a member of this academic community?
- What do you believe is the most distinguishing/distinctive attribute of Puget Sound...what sets us apart from other good liberal arts colleges?
- How well are we providing you with what you feel you need at Puget Sound to do your best work...to be your best you? How can we best support you in your work?
- What would you like to see the college do better?
- What excites you about the future of higher education...and the future of Puget Sound?
- Does anything worry you about the future of higher education...the future of Puget Sound?
- Are there any immediate concerns or issues that you want to bring to my attention?
- Advice?

## Listening & Learning Sessions

### Hearing From You Summary Comments

- Combination of feeling good, inspired, challenged and exhausted in an effort to manage ongoing responsibilities, campus issues, student activism and uncertainty in the national political arena
- Expressions of gratitude for the good and supportive relationships people have established with faculty, students and staff across the university
- Joy brought from work with students and witnessing their intellectual and social development, and successes
- Pride in the quality of teaching and student mentorship that takes place at Puget Sound; our commitment to interdisciplinary scholarship, experiential learning; and community engagement...including the broader Tacoma and Pierce County region

## Listening & Learning Sessions

- Calls for more support of our marginalized faculty, staff and students; resources to meet demand for services in CHWS; and new and expanded space/facilities for a variety of academic and co-curricular programming
- Hopeful and excited about the future and what we can accomplish together
- Worried about the access and affordability of a college education...particularly at Puget Sound; student loan debt; questions/skepticism in some quarters in the public square about the value of a liberal arts education
- Recommendation of some to continue the effort to do L&L sessions on an ongoing basis to facilitate open dialogue and engagement

# Listening & Learning Sessions

## Process for the Development of the Strategic Plan

- *Top down* – leadership carries the bulk of the work, with strategic goals identified and communicated for feedback once they have been drafted.
- *Grassroots* – a broad and numerous set of committees or groups addresses focused topics and objectives that feed up through a few layers of compilation toward discernment of key priorities and strategic goals.
- *Hybrid* – an approach somewhere in between the leadership-driven and constituent-driven approaches.
- Internal Facilitation vs External Consultant?