



Department faculty meeting
Friday, March 11, 2022, 3:30pm
Location: zoom, <https://washington.zoom.us/j/95334166459>
Draft 2022.04.03
Minutes

I. **Call to order**

II. **Announcement:** colleague retirements

Nyan-ping will retire at end of the spring quarter. Joined department in 2000.

Prem will also retire at end of spring quarter. Started as a student in the department in 2000 and gradually moved to being a ta and then a lecturer. Will be on campus occasionally—hope to keep crossing paths in future.

III. **Discussion** with guests: college council representatives

Lynn Thomas (History), college council chair

Marianne Stecher-Hansen (Scandinavian), humanities representative

Catherine Connors (Classics), humanities representative

[Slides attached below.]

Lynn says it's the first time they've done something like this. Chairing college council this year. Second year on CC. Catherine is in her 3rd year. 4-year terms. Marianne is in her 1st year. Council is very busy. Lynn shares two slides. Big thing is promotion and hiring. But cc is also an advisory body that advises the dean of cas on academic matters. On the non-promotion-related matters it's sometimes the dean that brings issues and sometimes they bring issues. CC meets every Monday from 3-5. Meet almost every week in autumn and winter. CC has 8 members, two from each division.

Catherine on promotion and tenure case process. Each quarter, promotion files are made available by dean's office. Everyone reads all the files. One course release per year to give them time to do this work. For each file, one member of the CC prepares a presentation, presents it, and then they discuss. If a CC member is a member of the department the case comes from, they are not present for the discussion. The divisional dean joins the discussion for cases from their school. Always enough time to discuss anything/everything. At the end of the discussion, they vote on the advisory recommendation to the dean.

Marianne: All members of the council are very conscientious in reading all the files. Presentations are quite thorough and there's plenty of time for discussion. Has been impressed with the involvement of the all the deans as well. The vote that is taken in the council is advisory: the council itself does not make the decision.

Lynn. One purpose of the CC is to enforce some consistency across the divisions in the college. Different divisions bring different perspectives. No one with specialty expertise is part of the discussion of each case: it's not particular expertise, but careful reading and attention to cross-divisional expectations.

Chair. Some questions from faculty. First one is about teaching professor contracts and the length of the contracts.

Lynn. The CC hasn't been included in discussions about the length of teaching contracts. Has understood that to be in the purview of the divisional deans.

Chair. Second question. Guidelines for promotion. Concern that our department might be being more strict than what is happening in other parts of the college.

Lynn. Divisional dean is best person to ask about standards for promotion. But encourages us to look at guidelines that have been developed by other departments. There is a page that includes guidelines from departments that have developed and published their guidelines. The guidelines that departments developed are reviewed by the CC and usually give comments back. So the guidelines on the page shared have been approved by CC.

Shares example of history department. In ss, arts, and humanities faculty tend to remain at assoc. professor for longer than in the natural sciences. Producing a second academic monograph is a lot of work and can be more onerous than articles. So the history department developed some guidelines about 20 years ago that stated that monographs would not be the determining factor. And from cases over the past 15 years, only one of the promotions to full professor has involved an actually published second monograph. The history dept. also has language about the stage the book needs to be at the time of promotion.

Chair: Very helpful. Does the CC look at the department's guidelines when they make their own evaluation on the promotion case?

Answer: Yes, definitely. An example: some departments have very specific guidelines, partly in order to alert the CC that certain kinds of activity are considered important.

Faculty member: Has CC talked about guidelines for non-tt professors?

Answer: Yes, there are some that are on the website of the college.

Faculty member: Just to clarify in relation to teaching faculty contracts, the CC only looks at hiring and promotion, so when we have contract renewals for teaching faculty, those renewal proposals do not go through the CC.

Answer: Correct.

Faculty member: Question about the history department guidelines: what are things other than the book that can be considered for promotion? For example, diversity, equity, and inclusion?

Answer: DEI is important. It must be considered if it's part of the promotion file. With history department, people always say that it's quality that matters the most. Drama actually has the same guidelines for their performance studies scholars. In history, translations, articles, edited volumes. Sometimes also includes a lot of progress on the book. In history, people are trying to think of things as being equivalent to a monograph.

IV. **Vote:** approval of minutes (February) (*standing item*; Handel) 3:30-3:35
No objections. Minutes approved.

V. **Update:** brief announcements (*standing item*; Handel) 3:35-3:45

1. Korean assistant professor hire

New faculty member has been hired and will be coming in the fall. Very happy with the outcome.

2. Markus lecture and convocation modalities

Sharalyn Orbaugh will give Markus lecture. Assunta Ng will give convocation speech. She is a well-known activist and leader in the puget sound. She has a wikipedia page so people can learn more.

3. Khyentse foundation grant for buddhist studies

Grant of 25k a year for three years to support Buddhist studies. Thanks to Joe.

Joe: Rich and Collett have cultivated the relationship for a long time. Glad they've committed to support.

4. College "unit adjustments"

Faculty raises. Budget is very strong in the CAS this year. But probably only good for 2-3 years. But the longterm outlook is grim: the money that comes from the state to support instruction is shrinking. They are forecasting that they will have to run at a deficit and dip into reserves, which is unsustainable over long term. No plans at present for how to deal with this.

Looks like we can expect 3% across the board raises this year. In some years, the Provost provides funds for "unit adjustments": dedicated blocks of money provided to units that are behind their peers in other universities in terms of average salaries. When this happens, the current provost has specified that money

only goes to faculty who have been judged of high merit. This year, the Provost is not providing unit adjustment funds to the College. The College was instead offered the opportunity to self-fund a unit adjustment. Because the College has to fund a 3% raise and is looking at enormous budget challenges ahead, it declined to self-fund a unit adjustment. So there will be no unit adjustment in the College this year.

5. Ad-hoc committee on communications

Chair: Reasons for setting up the committee. The social fabric of our department has deteriorated over the past couple of years because of the pandemic. Based on messages from colleagues, he is concerned that the atmosphere of the department has become toxic or hostile. Committee has met twice so far.

Exploratory so far: how to articulate values and goals. First, committed to academic freedom. Guided by faculty code section 24-33.

Faculty member: Doesn't think it's right to establish a departmental committee without consulting or receiving the approval of faculty. It is not within the powers of an individual faculty member, even the chair, to delegate committees (according to the Faculty Code 13-31(3)). Thinks this manner of governing sends a bad message: that the opinions of faculty members don't matter even regarding important matters that affect us and that we can't be trusted to decide what's best for us or for the department. The whole faculty should be able to discuss this idea and determine how to move forward.

Faculty member: Is surprised about the claim that department is toxic. What is the basis for this?

Faculty member: Seconds the question.

Chair: Has received complaints about faculty work environment but does not want to go into specifics and wants to look toward the future.

Faculty member: Appreciates the committee being formed. Has positive intentions that hopes that will be better for everyone. Raises a different concern about raises: feels like our department has been preventing people from getting promotions and raises. Points out that they have about 16 research articles since getting tenure but have not been considered eligible for promotion. It's in our best interest to be supportive of the faculty.

Chair: Need to develop promotion criteria. Hopes to make it a priority for next year.

6. Spring social activity – campus or cherry blossom walk?

Celebrate Asia conference. Could be a good opportunity to communicate with the community. The department will be sending 5 faculty. Might be something we can continue next year too.

VI. **Discussion:** DL designations (Handel, Jesty) 3:55-4:10

Chair: Discussion about whether and how to register classes as DL began last spring. This fall, charged the Undergraduate Education Committee (UEC) with coming up with some guidelines for creating DL courses. As the process went forward it became apparent that the department as a whole would need to discuss the issue of remote teaching, DL, and hybrid in more depth. Has put in place a moratorium on DL approvals for the time being.

Jesty: Am Chair of UEC with Bich-Ngoc and EunYoung. We had about 6 DL proposals, we approved about half of them. We developed the guidelines based on our own thinking. They do not have any real authority: the faculty as a whole need to be involved in developing policies around remote teaching and learning. The UEC does not have authority to block or force changes in any proposals: that's ultimately up to the chair but we make recommendations. Thinks there needs to be more discussion of how the department will integrate new modalities into its classes and curriculum. The department has two layers of responsibility around this: curriculum planning and course scheduling. The fact that there are two processes involved does not diminish the importance of either of them. We should discuss curriculum as such. In those discussions, does not see DL as being a very important issue. DL means the class *must* be 100% online. It's quite a narrow, inflexible category. It exists to make it possible for distance-learning students to enroll in classes and degree programs confidently, without the risk that they'll be disadvantaged by some on-campus component to the course. (See the Professional and Continuing Education site for a list of DL degrees: <https://www.pce.uw.edu/online>) Our department has seen very, very few students who are true DL students, although I have heard that Span. & Port. offer some DL courses. The assumption is that the large majority of enrolled UW students are taking the large majority of their courses on campus. DL courses may be a small part of our curriculum, but thinks hybrid courses are going to be central to our curriculum moving forward.

VII. **Peter Denis visiting**

Talking about the issue of an investigative report about sexual assault on campus that included information about Bill Boltz. Chair asked Peter to come talk about the process: what happens when there's an accusation. Chair wants us to create a better climate and culture in the department to prevent things like this happening in future.

Peter: Was a labor negotiator for 10 years before being hired by CAS several years ago. The issues around sexual assault are challenging and have been at the forefront of institutional thinking for several years. Title

IX is not something he's been directly involved with for long but can talk about the process. The principle involved is due process: when there's an accusation, the person accused has a right to defend themselves. With the issue with Bill, his understanding is that there was an investigation, an admission that something happened, and there was a resolution that was satisfactory to all parties. And that concluded the issue. The idea that there's a resolution is important. Once something is concluded properly, it's done and we don't get to have a retrying of the issue. Need to focus on how to build a culture that provides for everyone's safety and belonging going forward.

Chair: There have been concerns about department reputation, about protecting students, etc.

Question: can we take away emeritus status? Separate from what is desirable, is it possible?

Peter: With emeritus status, there doesn't seem to be anything in the faculty code allowing for it to be taken away: there's no clear path laid out in the faculty code. Not impossible, just no clear pathway. With respect to the 40% rehire, there is probably no way to revoke that for this reason. It couldn't be done as a punishment for something that has already been concluded, with punishments agreed to by all parties. What's happened has happened. Best thing is to think about moving forward. Leadership moment more than a legal moment. We can come together and say "no more."

Chair: We have to think about this more. Adjourns the faculty meeting. We continue discussing sexual harassment issue informally.

Attendees: Atkins, Bahrawi, Bhowmik, Cao, Chesbro, Cho, Dubrow, Fowler, Hamm, Handel, Iwata, Jesty, Kim, Lu, Mack, Marino, Matsuda-Kiami, Nguyen, Nishikawa, Ohta, A., Ohta, K., Pauwels, Sandjaja, Schnell, Van Scoyoc, Takeda, Turner, Wang, Won, Yoon, Yu

Slides shared by Lynn Thomas:

OCALAL [Compatibility Mode]

Home Insert Draw Design Transitions Animations Slide Show Review View

File Home Insert Draw Design Transitions Animations Slide Show Review View

Section 23-45 Campus, College, and School Faculties: Authority to Determine Organization and Procedure

C. Each school or college shall have an elected faculty council or councils which shall advise the dean on matters of **faculty promotion and tenure**, and advise the dean on matters involving **academic policy, including priorities, resource and salary allocation, and budgets**. In accord with **Subsection A**, the faculty of each school or college shall determine for itself the organization and structure of its council or councils and the procedure by which the members are elected, subject to the provisions of Subsection D below.

History Department Tenure and Promotion Guidelines

Associate to Full Tenure-Stream Professor

Click to add notes

Slide 7 of 8 English United States Accessibility: Unavailable

OCALAL (Compatibility Mode)

Section 23-48 Campus, College, and School Faculties: Authority to Determine Organization and Procedure

C. Each school or college shall have an elected faculty council or councils which shall advise the dean on matters of faculty promotion and tenure, and advise the dean on matters involving academic quality, including curricula, resources and equity allocations, and culture. In accord with Subsection A, the faculty of each school or college shall determine for itself the organization and structure of its council or councils and the procedure by which the members are elected, subject to the provisions of Subsection D below.

College Council

Dean's Office contact: lori.mason@shsu.edu, [937.766.3100](tel:937.766.3100)

The College Council serves as an advisory body to the Dean of the College of Arts and Sciences. The Council is composed of the Dean and eight members elected from the voting membership of the College Faculty. Only full Professors are eligible to serve on the Council. The term of office is four years.

For purposes of representation, the units of the College are divided into four groups, and two Council members are elected from each group.

Group I: Humanities: Asian Languages & Literatures, Classics, Comparative History of Ideas, Comparative Literature, English, French & Italian Studies, Germanic Linguistics, Near Eastern Languages & Cultures, Scandinavian Studies, Slavic Languages & Literatures, Spanish & Portuguese Studies

Group II: Arts: Art, Dance, Drama, Music

Group III: Sciences: Applied Mathematics, Astronomy, Biology, Chemistry, Mathematics, Physics, Psychology, Speech & Hearing Sciences, Statistics

Group IV: Social Sciences: American Ethnic Studies, American Indian Studies, Anthropology, Communication, Economics, Gender, Women & Sexuality Studies, Geography, History, International Studies, Law, Societies & Justice, Philosophy, Political Science, Sociology

The Council may also have two student representatives, one selected by the Associated Students, University of Washington (ASUW) and one by the Graduate and Professional Student Senate (GPSS). Student representatives are not voting members of the Council, and may not attend Council meetings which deal with personnel matters.

The functions of the College Council are:

- (1) to review and make recommendations on faculty personnel actions for tenure, promotion, and new appointments at a tenured rank;
- (2) to advise the Dean on matters of educational policy;
- (3) to advise the Dean on matters of budget, including budget allocations and faculty salary policy;
- (4) to advise the Dean on matters of College administrative policy and procedure;
- (5) to act on behalf of the College faculty in recommending the granting of undergraduate degrees;
- (6) to advise the Dean in appointing standing and special committees of the College faculty;
- (7) to interpret the College Code of Organization and Procedure.

Group	Name	Home department	Term of office
Humanities	Marianne Stecher Hansen	Scandinavian	2021-2025
	Catherine Connors	Classics	2019-2023
Arts	Karen Cheng	Art	2020-2024
	Robin McCaule	Music	2020-2024
Sciences	Emily Carrington	Biology	2020-2024
	Tatiana Toro	Mathematics	2020-2024
Social Sciences	Priya Ramamurthy	Gender, Women & Sexuality Studies	2020-2024
	Lynn Thomas	History	2020-2024

History Department Tenure and Promotion Guidelines

Associate to Full Tenure-Stream Professor

In the Department of History, a record evidence suggests he shall stand as the submission of evidence for promotion to full professor. The candidate, however, may also be considered for full professor in any or more of the following categories, with the most eligible to be promoted to the position of full professor and qualify. Qualification depends on individual academic achievement through the candidate's previous academic activities, with the candidate's record of published and refereed work, or other relevant scholarly activities, the department of which can be an excellent. Approval for tenure requires a majority of the faculty and a vote.

Click to add notes

Slide 2 of 6 English (United States) Accessibility: Unavailable

Notes Comments 100%

Department Guidelines

[BACK TO TOP](#)

The Deans of the College, along with the Elected Faculty Council (our "College Council") have also begun working with departments to allow them to craft guidelines which are specific to their unit, and which are consistent with the College of Arts and Sciences guidelines and Promotion Considerations, as expressed in these pages, as well as the faculty code. These "Departmental Guidelines" are developed within each department, in collaboration with their divisional deans, approved by their faculty and then approved by the divisional deans, and the College Council. The approved Departmental Guidelines are linked below. Subsequent ones will be added as they are created and approved.

- [School of Art + Art History + Design Guidelines](#) (for promotion to Associate Professor with tenure and to Full Professor)
- [Astronomy Department Guidelines](#) (for promotion to Associate Professor with tenure and to Full Professor)
- [Dance Department Guidelines](#) (for promotion to Associate Professor with tenure and to Full Professor)
- [Drama Department Guidelines](#) (for promotion to Associate Professor with tenure and to Full Professor)
- [DVA&TS Department Guidelines](#) (for promotion to Associate Professor with tenure and to Full Professor)
- [English Department Guidelines](#) (for promotion to Full Professor)
- [Geography Department Guidelines](#) (for promotion to Associate Professor with tenure and to Full Professor)
- [Law, Societies, & Justice Guidelines](#) (for promotion to Associate Professor with tenure)
- [History Department Guidelines](#) (for promotion to Associate Professor with tenure and to Full Professor)
- [Mathematics Department Guidelines](#) (for promotion to Associate Professor with tenure)
- [School of Music](#) (for promotion to Associate Professor with tenure and to Full Professor)
- [Speech and Hearing Sciences Guidelines](#) (for promotion to Associate Professor with tenure)
- [Statistics Department Guidelines](#) (for promotion to Associate Professor with tenure and to Full Professor)

The following departments have voted to adopt the College of Arts & Sciences guidelines without change or addition:

- Applied Mathematics (February 11, 2021)
- Chemistry (March 11, 2021)
- Biology (May 12, 2020)
- Germanics (April 15, 2020)
- Physics (January 6, 2021)
- Psychology (April 9, 2020)

History Department Tenure and Promotion Guidelines

B. For Promotion to Full Professor

For promotion to Full Professor, the same three standard metrics are used across the university: research, teaching, and service.

The body of **research** should have grown significantly since the last promotion, though the time to promotion from associate to full professor is not fixed. As the College's "Promotion to Full Professor Guidelines" puts it, "the faculty member should have established him/herself as a major researcher, scholar, or creative artist at the national and often international level. At this stage of career, the scholarly record will normally be larger and also reflect a more mature formulation of questions and a richer exploration of them. A faculty member's entire scholarly career is evaluated, with emphasis placed on work developed since the time of promotion to associate professor." Such scholarship will involve a degree of visibility and documentable impact on the candidate's field or fields. It should advance the candidate substantially forward on the career trajectory or represent a substantial new body of work. Strong teaching and fulsome service are not sufficient for advancement.

In the Department of History, a second academic monograph has often stood as the centerpiece of research portfolios for promotion to full professor. The centerpiece, however, may also be comprised of publications in one or more of the following categories, with the record anticipated to approximate the equivalent of a book in quantity and quality: significant chapters in refereed, multi-authored anthologies from academic presses; edited, annotated, and/or translated versions of complicated and important texts; or other substantial scholarship, the importance of which can be well established. Appraisals by external referees of publications in the scholarly and critical literature, and of works-in-progress, whenever possible, provide testimony as to importance and impact. Due consideration should be given to variations among fields and specialties, to new genres and areas of inquiry, and to the scholarly reputation of candidates.