



Department Faculty Meeting
Friday, February 10, 2023
Held on Zoom

Zoom attendees: **Ahmad, Atkins, Bahrawi, Bhowmik**, Callecod, **Cao, Cho**, Doenges, **Dubrow, Hamm, Handel**, Horikawa, **Iwata, J. Kim, U. Kim, Mack, Marino, Matsuda-Kiami, Nguyen, Nishikawa, A. Ohta, K. Ohta, Pauwels, Sandjaja**, Schnell, **Takeda, Turner**, Van Scoyoc, **Wang, Won, Yu**

I. **Call to Order**

3:03 by Chair

II. **Discussion and Vote:** Simplified Robert's Rules of Order (Handel and Callecod)

Please see the attached file "AL&L proposal - Simplified Robert's Rules of Order.docx"

Chair hands meeting to Linda Callecod. Linda stresses rules are necessary and while there has been departmental practice there is no-clear cut process. Adopting a subset of as implied Robert's Rules of Order will streamline process.

17/28 faculty members affirm there is no-clear cut process and therefore a need to streamline.

Faculty member 1: Inquiry about new ideas and proposals for agenda items and how things get put on the agenda.

Linda: I am thinking here about what is in addition to agenda.

Faculty member 1: Confirms we are discussing what is on the agenda. If something is not there, then what?

Linda: We could add something to rule 1. Let's take a first pass and decide on what is not necessary to discuss among the rules. Based on number of zoom hands, rules 1, 2, and 5 require discussion.

Faculty member 1: Asks for clarification that at this stage raising hands is only for a particular item, not the rules as a whole.

#8, 11, and 12 will not require further discussion due to less than half the faculty raising their zoom hand. #1, 2, 5 will require discussion based on zoom hands. Zev will draft rules #1, 2, and 5 for comments and bring them back for approval at the next meeting.

III. **Vote:** Approval of Minutes (October and January) (*standing item*; Handel)

Faculty minutes for October and January approved.

IV. **Discussion and Vote:** Establishment of Ad-hoc Committees (Handel, Appendix 1)

1. *Ad hoc* committees for developing department promotion guidelines (for promotion to associate professor with tenure, and promotion to associate teaching professor)

The motion was voted and passed without discussion.

Yes: 25

No: 0

Abstain: 0

2. Ad hoc committee on AL&L Community Life

Questions were raised about the scope and duration of this *ad hoc* committee. Handel clarified that the purpose of the committee was to gather information, plan events, and communicate with department members to increase understanding of power hierarchies, sexual harassment, and related matters in order to ensure a safe and productive environment for faculty, students, and staff. The committee would be in existence through the end of the academic year. If the committee's work is not finished, then a new committee could be constituted next academic year.

The motion was voted and passed.

Yes: 22

No: 1

Abstain: 2

- V. **Discussion:** New Course Proposals and Course Change Proposals (Atkins). Please see the attached files “process_for_new_course_proposals_and_course_change_proposals” and “Authority of UW Faculty Members Regarding Curriculum”, sent separately.

Paul raised concern for creation by Chair of new process for new course and course change proposals without faculty consensus.

Faculty member 1: Stated the new process involved many different faculty members and staff input. It was not a unilateral decision. In the past some course proposals would get shut down and the new process allows for broad review.

Paul: I'm glad to know that there were several people involved. My concern remains.

A motion was proposed to continue discussion of this issue at the March meeting. The motion passed.

Yes: 23

No: 1

Abstain: 1

VI. **Discussion:** Telugu Studies position (Handel)

We are in the process of accepting a donation from an individual who would like to establish an endowed professorship in Telegu Studies in the department. He has been vetted and the last portion of the donation is expected next spring. A search cannot begin until the money is all in place. I have spoken to the South Asia faculty about this and while initially there was some concern about the donor's motivations (ethnonationalism, for example), since these concerns have been allayed the faculty is excited about the prospect of the department offering a Dravidian language. It would be the first non-Northern Indian language offered and the language most widely spoken in the new technology sectors in South India.

VII. **Announcements** (*standing item*; Handel)

- VIII. • Adjunct and affiliate reappointments
• Assunta Ng celebration dinner

The department expects to receive a substantial amount of money from the dinner honoring Assunta Ng's decades long support of Seattle's Asian and Asian-American community. In addition to the cost of attending the dinner Assunta Ng is donating all other proceeds. A signed poster will be presented to Assunta at the dinner.

IX. **Updates** (*standing item*; Handel)

- Search for Assistant Teaching Professor of Korean (A. Ohta)

We are in the process of reviewing teaching demonstrations.

- Search for Assistant Teaching Professor of Chinese (Handel)

The committee is close to ranking its short list.

- Library collections and storage crisis

Space is a major issue in the UW Library system. Some materials are moving to a storage facility in Magnuson. Materials are being purged. The changes, some believe, will result in UW no longer being a R1 institution. The new Provost may address this critical issue.

- Financial Transformation

This will be taking place in July and, like Workday, will likely not be a smooth transition. Expect delays in the transition period.

- Unit adjustments

As mentioned previously these adjustments will take place over the next three years, if funding is available and the Provost approves. The first year's focus has been to ensure teaching professors are at the College-established floors for their rank and to raise the salary of tenured faculty who are far behind their peers at other institutions. Subsequent years will take into consideration DEI matters as well as general merit.

Appendix 1a: Ad-hoc Committees on Department Promotion Guidelines

- 1) Promotion from Assistant Professor to Associate Professor with Tenure
- 2) Promotion from Assistant Teaching Professor to Associate Teaching Professor

We will ultimately need four committees to draft four sets of guidelines. We will start this year with two committees, and plan to appoint two more committees next year.

References

- Academic HR web page on promotion and tenure: <https://ap.washington.edu/ahr/actions/promotions-tenure/> (includes links to Faculty Code)
- College web page on promotion and tenure: <https://admin.artsci.washington.edu/personnel/promotion-and-tenure-guidelines>
- College guidelines: <https://admin.artsci.washington.edu/personnel/promotion-and-tenure-guidelines#cas%20guidelines>
- Department guidelines: <https://admin.artsci.washington.edu/personnel/promotion-and-tenure-guidelines#dept%20guidelines>

Background

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 dean, and the College Council.

-- from the College of Arts and Sciences web page on Promotion and Tenure.

Justification

Our colleagues under consideration for promotion, members of department committees charged with making recommendations on promotion, and faculty who vote on promotion cases have all expressed frustration with the lack of clear expectations for promotion. This lack of clarity makes it difficult for individual faculty to decide, in consultation with the chair, when to put themselves forward to promotion. It also makes it difficult for committees and voting faculty to apply consistent criteria from case to case. This has had harmful effects on the career paths of our colleagues in the department. We should follow the practice in other departments of developing our own guidelines or explicitly stating that we follow the College guidelines. (See Figure 1 below.)

Charge

The committees will first contact Divisional Dean Brian Reed and the chair of the College Council to seek guidance on appropriate process and consultation. They will review the Faculty Code and College Guidelines. They will then review all existing guidelines for other departments in the College (see Figure 1 below). They will recommend either that we explicitly adhere to the College guidelines, or will draft departmental guidelines. These guidelines will be circulated to the faculty at large for comment, revised, and then adopted by faculty vote. The committees will consult with the chair as necessary and appropriate. Committees may also seek advice from colleagues in other departments who have gone through the process of developing guidelines.

Membership

Each committee will have at least three members. All members will be in the same promotion pathway as the guidelines being written. In other words, committees working on guidelines for promotion to Associate Professor and Professor will be composed of tenure-line faculty. Committees working on guidelines for promotion to Associate Teaching Professor and Teaching Professor will be composed of instructional-line faculty. Following best practices, at least one of the committee members will be someone who has not yet been promoted and will be subject to the new guidelines; and at least one will be someone who has been promoted.

Timeline

The committees will develop draft guidelines by the end of Winter Quarter or beginning of Spring Quarter. The faculty will vote to adopt guidelines by the end of Spring Quarter. Approved guidelines will be operative immediately. They will govern any promotion cases that may come before the faculty in October 2023.

- [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)
- [DXARTS 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)

Figure 1. List of Department Guidelines for promotion on the College of Arts and Sciences web page on Promotion and Tenure.

Appendix 1b: Ad-hoc Committee on AL&L Community Life

References

- Office of the Title IX Coordinator: <https://www.washington.edu/titleix/>
- Professional and Organizational Development (POD): <https://hr.uw.edu/pod/overview/about/>
- University Diversity Officer: <https://www.washington.edu/diversity/cdo/>
- College of Arts & Sciences Associate Dean for Equity, Justice, and Inclusion: <https://artsci.washington.edu/leadership/maya-smith>

Justification

Following revelations in March 2022 that one of our faculty members had been disciplined for sexual harassment and/or sexual assault, the department's lack of education and awareness around issues of power and harassment (not limited to sexual harassment) have been brought into stark relief. Measures taken by the department in the spring of 2022, including a "Statement on Sexual Harassment and Ensuring a Safe Departmental Environment" and a web page on "Voicing Concerns", while necessary in the short term, are inadequate to address the needs and concerns of our department community, which includes faculty, staff, graduate students, and undergraduate students.

Charge

The committees will coordinate with two standing committees, the Graduate Admissions and Education Committee and the Diversity Committee, to decide on and organize a series of events in the department to raise awareness and increase communication. These events might include: surveys of graduate students about their experience of the department climate; educational workshops from university officers with responsibility for ensuring a safe work and study environment; and guided conversations by experienced facilitators. The first task of the committee will be to reach out peer departments and to experts in the university community to learn what kind of events are likely to be productive and helpful. They will then organize, schedule, and promote the activities. (The committee is not expected to run activities; this will be left to experts.) The overall goal is to create an ongoing improved climate in the department. The dean of the College has offered financial support for this initiative.

Membership

The committee will have three to five members, with care taken to balance different ranks, titles, and social identities. Once constituted, the committee may request that the chair additionally appoint a staff person, a graduate student and/or an undergraduate student as full or partial members. While not necessary, it would be valuable if the committee membership overlapped with the Diversity Committee membership and/or the Graduate Admissions and Education Committee.

Timeline

The committee will conduct surveys (if any) in Winter Quarter. It will plan at least two events to be held before the end of the academic year. It will recommend to the Chair additional events or activities that might be scheduled for 2023-2024 and beyond.