

Council of Faculty Representatives

Approved Meeting Minutes

Friday, October 13, 2023

Present: Praveen Sekhar (chair), Paul Bonamy, Laurie Drapela, Susan He, Sam Lohmann (recorder), Kelsey Pascoe, Samantha Reisz.

Absent: Dene Grigar (vice chair), Kristin Lesseig, Aaron Whelchel.

Discussion items

1. Committee reports
 - a. Research Advisory Council (RAC) update: Research Week events are ongoing this week (Oct 16 to 20) and faculty are strongly encouraged to attend (Lesseig).
 - b. Accessibility Council is meeting on Monday, October 16 (Lohmann).
 - c. President's Commission on Status of Women had a preliminary meeting. Oversight and Accountability Committee met and discussed remote work policies and differences campuses and between campuses (Drapela).
2. Bylaw Subcommittee Progress and Deadline
 - a. Reisz and Bonamy have gone through the bylaws and the work done by the previous year's subcommittee. They have a list of points for CFR to discuss, as follows:
 - b. Who should be considered a voting member of Faculty Assembly?
 - i. What percentage of administrative appointment is acceptable? Discussion of program leader and program coordinator roles. Program leaders and coordinators are compensated with a stipend or course buyout and have a small percentage of administrative load.
 - ii. Should adjuncts be considered voting members? Discussion of possible time limit rules.
 - c. Should Vancouver faculty on Senate Steering Committee automatically be on CFR? Steering Committee member also reports back to constituents by email, but CFR may want a channel to send concerns to Senate.
 - d. When should CFR elections be held? Recommended time is first two weeks of April.
 - e. CFR Subcommittees in the bylaws: What did the academic affairs subcommittee do, and should it be revived? What about faculty affairs and research subcommittees?
 - i. Academic affairs subcommittee could potentially work on reviewing degree and certificate proposals.
 - ii. Last year CFR had a data collection and analysis subcommittee, and that could be revived.
 - iii. Discussion of whether a list of possible subcommittees would provide more flexibility than a list of mandatory standing subcommittees.

- f. Representation of various ranks and types of faculty, including full professors in CFR. Pre-tenure faculty and full professors have not shown interest in serving CFR for various reasons.
 - g. Discussion on CFR being considered subsidiary of the system-wide Faculty Senate?
3. COACHE Survey Discussion
- a. Provost's office has held listening sessions on COACHE survey with each campus. The Zoom recording for the Vancouver meeting is [available here](#).
 - b. Provost plans to train academic directors and deans on use of Equity Lens Toolkit in planning tenure and promotion review and other activities. (<https://policies.wsu.edu/prf/index/policy-development-review/equity-lens-toolkit/>)
 - c. WSU Employee Satisfaction Survey results are published here: <https://hrs.wsu.edu/wp-content/uploads/2023/08/To-Post-2023-EES-Results-Report.pdf>.
 - d. Concerns about representation of Vancouver on COACHE Committee. Only one Vancouver member of committee, who is in upper administration. Other campuses have at least two members. (See response in addendum below.)
 - e. Concerns about why COACHE data are not disaggregated by campus. (See response in addendum below).
4. Constituent Concerns.
- a. **Drop-in session with Renny Christopher, Christine Portfors, and Thabiti Lewis is scheduled for November 15th on Zoom. Tune in for career track faculty related concerns and responses.**
 - b. A faculty member had concerns about issues being discussed in listening sessions with administrators.
 - c. Discussion of listening session format where questions sent in advance are given priority over questions asked live.
 - d. Discussion of problems with "governance by memo" in tenure and promotion guidelines. There are annual updates on T&P that are sent to directors by email but not visible on website.
 - e. Concerns about anticipated budget deficit and lack of budget transparency. Very little to no specific information about the budget is presented to the faculty by academic directors.
 - f. Constituent concern about faculty access to WSU email, Zoom account, etc. after they leave.
5. Faculty Assembly Meeting: Oct 27th (Friday)
- a. **Faculty assembly meeting will be in-person and via Zoom, with food options. Time is 9:30-11:30 am in VDEN 129. The meeting is restricted only to faculty (no administrators). Encourage your colleagues to attend.**
 - b. Chair plans to create an anonymous survey to collect feedback prior to the faculty assembly.

Action items for Chair:

1. Ask VCAA Christopher about administrative appointment percentages for program leaders, etc.
2. Create survey to collect concerns anonymously before faculty assembly.
3. Follow up on constituent concern about faculty access to WSU email, Zoom account, etc. after they leave.

Addendum: Responses to Questions about COACHE

From Incoming Senior Vice Provost Douglas Call

1. Concern: Regarding the COACHE Survey, some of the CFR members noticed that one and only one person from the Vancouver campus sits on the survey design committee. While this person is highly regarded as an inclusive and respectful individual, they work in administration. We are hoping that at least one additional representative from the Vancouver campus will be added to the survey committee – preferably one that has a full-time faculty appointment. We feel this is mission critical, as the COACHE survey focuses on quality of faculty life issues such as support for research, teaching, and collaboration.

Response: Thank you for this feedback. Once the 2024 COACHE data collection is finished (early April), we will revisit the question of composition as we prepare to convene the committee and subgroups to assess the survey findings. At that time we will make sure that we have additional representation as requested, and we may reach out to you to solicit volunteers who would like to engage.

2. Concern: In addition to broadening Vancouver's role in the COACHE survey design, CFR members also expressed interest in having the COACHE Survey results reported two ways: 1) for the entire WSU system; and 2) for each specific campus of the WSU system. The second item will make it easier for policy boards at the respective campuses to suggested targeted policy changes that may improve the survey's stated objectives in ways that are relevant to local campus outlooks, cultures, and resources.

Response: This corresponds exactly with our plans for the 2024 survey. We have included two new custom questions, one identifying the campus or location to which a person feels most closely affiliated, and similarly for the college. An individual may respond to one or both of these questions or opt out. Unlike the 2022 survey, WSU Institutional Research will receive all of the survey records (anonymously identified and firewalled against access by anyone except IR) so we will be able to parse the aggregate data by various group and better understand the intersectionality of faculty concerns. Our guidelines for analyzing these data are governed by an IRB protocol that includes precautions to avoid potentially identifying someone from small sample sizes. Please let me know if you would like more details.