

CFR Meeting Minutes
30 August 2024
In-Person, VDEN 236
Retreat Meeting 9:15-11:45

Representatives Attending:

Bonamy, Drapela, Grigar (Chair), He, Olson, Pascoe (remote), Reisz, Schimelpfenig, Whelchel

Ex-officios in Attendance:

Barber (Senator, CT), Dimitrov (Senator, TT), Sekhar (Past Chair)

Recording Secretary: Paul Bonamy

This meeting was structured as a retreat where CFR Representatives received onboarding and had time to address issues that have arisen since the spring. It began with the introduction of CFR members, then moved to the election of CFR Recording Secretary, which resulted in Paul Bonamy elected. CFR decided to record meetings, to allow everyone to focus on contributing to the discussion rather than note taking. Grigar plans to set up an AI system for organizing the document.

Next, the 2024-2025 goals were discussed:

1. Build faculty morale

Representatives noted that the lack of TT hiring is a common concern since University funding comes from F&A on grants that they may write. They also recognize that faculty need to develop a vision for where we want to be in relation to future potential cuts so that we are not pitted against each other but rather work together to sustain and grow the campus. Representatives wanted to learn the heuristic by which positions are filled.

Faculty meeting space (VCLS 14) is finished. The Chancellor says he may pay for it to be outfitted as a Zoom room if it's used a lot. Representatives discussed working with Michael Stamper (Campus CIO) and others to host workshops in the space. It could also be used for get togethers, visiting faculty, and talks. It could be utilized for smaller, targeted FA meetings and CFR open sessions. All FA members will have swipe access to the space.

Mechanism to celebrate faculty achievements. Some units already gather information but a concerted campus wide effort may help to create a sense of belonging and recognition for faculty. Representatives also talked about featuring a plaque honoring Emeritus faculty in the Faculty space.

2. Develop stronger connection between CFR and Faculty Senate

(Vancouver) Senators have been invited to attend CFR meetings.

There seems to be a lack of clarity about the relationship between the two organizations. Eric Sheldon (past Senate chair) says there's no relationship other than CFR having representation on the Senate. Grigar sees a deeper connection since CFR facilitates Senate elections in Vancouver, aggregates matters for our senators to bring forward to the Senate, and represent academics on our campus and help to explain how processes work in Vancouver to Pullman / the Senate at large.

Representatives learned that Vancouver campus has five seats on the Senate, not four as we thought. Dimitrov and Barber serve as TT and CT, respectively. Steve Solovitz (ENCS) has volunteered to run for a TT seat. CFR will need to conduct another election to fill one seat each for TT and CT.

Grigar proposes holding elections to confirm Solovitz for Senate and Dale Fortin for CFR rep for Sciences, with a follow-up election in a month or so to fill the remaining CT Senate seats. General approval for this idea followed. Grigar will reach out to Diane Laya to get a listing of all CT faculty at associate level or higher.

3. Address administrators' evaluations

The new provost will issue a welcome to the FA on 27 September at the FA meeting. He's very enthusiastic about developing a system that ensures administration evaluations are consistently held across WSU campuses and that an effective tool is identified for this purpose rather than the 360-degree evaluation tool. Representatives stated that it would help faculty to evaluate administrators' job performances if faculty knew the assigned duties administrators were responsible for.

During onboarding:

Representatives became better acquainted with the policies and procedures needed for undertaking their roles as Representatives. A CFR Toolkit, a quick reference document that condenses CFR Bylaws, was distributed and discussed. In preparing the document, numerous questions about the Bylaws were raised. Representatives decided to create an Ad Hoc Committee to fine tune the Bylaws in light of gaps and inconsistencies discovered. Representatives also discussed methods for sharing information to their units.

Grigar introduced the updates to the CFR website that she and Greg Philbrook, the DTC's Technical and Instructional Specialist made, over the summer. Members were asked to check that their Directory information to ensure that it is up to date so that correct information appears on the CFR website. Grigar plans to set up analytics for the site once the system moves to WordPress.

Representatives reviewed CFR's fall meeting schedule and guests. They recommended inviting a Regent to attend a meeting, potentially toward end of semester. They also expressed interest in meeting with the President of ASWSUV. The issue of how CFR would hold meetings was discussed (re: in person, via zoom, or some combo). The meeting on 13 Sept will be online until a decision is made.

Next, Representatives returned to a discussion about the CFR Bylaws. They decided that *Samantha Reisz and Bonamy would reprise their role as members of the Ad Hoc Bylaws subcommittee.*

The discussion of the relationship between CFR and the Faculty Senate turned to a series of questions for Tracy Klein's visit: How does FACSSEN view its relationship with CFR? This point needs to be clarified by FACSSEN. Representatives wondered if an MOU between FACSSEN and CFR that states that FACSSEN appoints CFR to act in its stead as shared governance body for matters primarily affecting WSUV could be developed. Representatives also want to discuss with Klein Global's relationship to Pullman and the other campuses, graduate student contracts, and her vision of Vancouver in relation to Pullman, Global, etc.

Representatives moved to their *preparation for the Faculty Assembly meeting on September 27*. The overarching question, What do we wish to accomplish?, was raised. It was decided that CFR would report on tasks it has undertaken over the last year, such as revising the CFR ByLaws. Representatives also want to present a list of upcoming events that would be held for faculty in the new space that would include a discussion about Global, social events, and workshops.

The last portion of the retreat focused on Open Discussion Topics.

First, *Representatives discussed the Chancellor search*, which is already getting underway. They learned that the Committee will be convened by 4th of September, and the President will be hired before new Chancellor, so they can get a say in the process

Grigar reported about the Event Planning Guide, stating that she learned from Jenny Chambers-Taube that it was released before it was finished and is now considered a pilot program open to feedback. She reiterated that the guide applies only to events and not meetings and does not apply to academic activities. In regard to the concern about food service that Chambers-Taube said that it is fine to provide food that faculty makes or purchases from a reputable vender to a meeting. The Risk Assessment Tool applies primarily to events open to the public.

The fact that faculty had one contracted day to prepare for the opening of the fall semester raised concerns. The next two fall semesters will result in no day contracted for class preparation since those days will fall on a Saturday and a Sunday. Grigar reported that there was already a discussion from FACSSEN, Deans, Chancellor, etc., to schedule at least three business days between start of contract and start of term.

UCORE scheduling was discussed. Representatives agreed that, historically, units managed their own scheduling, but often ran into trouble scheduling UCORE courses across colleges (e.g. ENCS students quickly filling DTC 101 because it fit their schedule). This lack of coordination caused the Administration to take over scheduling lower division UCORE courses, rather than leaving it to the colleges, in order to better organize offerings. Three major concerns included: Faculty representation, methodology, and general communication.

Representatives also talked about the outside security call centers and learned these important communication tools are in the process of being fixed, with the phones first, then the blue light pillars. This discussion led to a general concern about campus security. Fewer security officers have formal training now and students have taken over some security roles. The question that was asked is, What happens if a serious event occurs on campus that requires police intervention?

At the end of the retreat, *Laurie Drapela was elected to represent faculty on the Chancellor Advisory Board*, taking Kristin Lessiege's place following Lessiege's move to Director of the College of Education.

The meeting adjourned at 11:45 a.m. and was followed by lunch.

Respectfully submitted by Paul Bonamy, Recording Secretary.