



**Academic Assembly Meeting No. 8
Monday, December 13, 2021
2:05 p.m. – 3:35 p.m., Zoom Meeting**

MINUTES

Presenters: Josh Halbert, Tara Hicks, Shane P. Martin, Katie Oliveras and Matthew Philip.

Members Present: Carol Adams, Mimi Cheng, Mark Cohan, Marc Cohen, Yancy Dominick, Doug Eriksen, Paul Holland, Nalini Iyer, Angie Jenkins (*Ex-Officio*, SUSC), JaHun Kim, Paul Kurose, Shane P. Martin (*Ex-Officio*, Provost), Richard McGaha, Margit McGuire, Carrie Miller, Katie Oliveras, Russ Powell, Bryan Ruppert, Patrick Schoettmer, Frank Shih, Heath Spencer, Kirsten Thompson, Phil Thompson and Charles Tung (*Ex-Officio*, Provost).

Guests: Sonia Barrios Tinoco, Maria Bullon Fernandez, Dominic CodyKramers, Michelle DuBois, John Fleming, Joanne Hughes, Kevin Krycka, Agnieszka Miguel, Katherine Rachle and Teodora Rutar Shuman.

I. Opening Remarks, Frank Shih

2:06 p.m. – 2:12 p.m.

- a. Meeting was called to order at 2:06 p.m. by Academic Assembly (AcA) President, Frank Shih.
- b. **MOTION** Moved by Frank Shih: “Move to approve the agenda for the December 13, 2021 meeting of the Academic Assembly.” Seconded. **Approved.**
- c. **MOTION** Moved by Frank Shih: “Move to approve the meeting minutes from November 29, 2021 as revised, out of session, by AcA members.” Seconded. **Approved.**

II. Provost Update, Shane P. Martin

2:12 p.m. – 2:23 p.m.

Later this week the university will send a communication about the procedures for announcing campus closures due to snow and other inclement weather and clarifying the mode of instruction during these closures. The COVID-19 pandemic has demonstrated that it is feasible to successfully pivot to virtual instruction when necessary. Faculty members will manage the plans for class sessions during these incidents.

III. COVID-19 Winter Quarter 2022 Updates

2:23 p.m. – 2:44 p.m.

Josh Halbert, Tara Hicks and Shane P. Martin

Members of the university’s Opening Task Force and the COVID Containment and Prevention working group (C-CAP) shared the following COVID-19 information and updates:

- a. *Vaccination status.* The university’s definition of “fully vaccinated” has not changed and is consistent with the guidance from the Centers for Disease Control and Prevention.
- b. *Returning to campus for WQ22.* Vaccinated and unvaccinated faculty who travel during Winter Break are recommended to quarantine for seven days before returning to campus.

- c. *Case count for FQ21.* There were 88 cases reported this fall, in which 82 cases came from the student body. Case counts are updated daily and can be found [here](#).
- d. *Contact tracing.* Due to privacy restrictions, the university cannot release names of individuals who test positive for COVID-19. This poses challenges for contact tracing. The COVID-19 Response Team asks professors to activate the “People” tab in [Canvas](#) so they can better trace cases while respecting the privacy of students and faculty.
- e. *Rapid antigen testing.* Rapid antigen tests must be performed by a medical provider, thus preventing campus-wide accessibility. Other antigen tests that do not require a medical provider may be offered to all students, faculty and staff in the future.
- f. *Testing at Columbia & 14th Avenue.* This testing site will remain open during their normal hours for all of Winter Break.

Carrie Miller from the College of Nursing urges Seattle University to offer testing 24 hours a day during the school week. This may allow students experiencing mild symptoms to get tested at any hour so they may attend school/clinicals the following day if their test results are negative.

IV. Human Resources Updates, *Matthew Philip*

2:44 p.m. – 2:58 p.m.

Updates from the Interim Vice President of Human Resources, Matthew Philip:

- a. The second of the university’s retirement contributions to eligible employees from Calendar Year 2021 (5% contribution rate) will be deposited no later than December 17, 2021.
- b. HR—in consultation with SU Staff Council and Faculty Welfare Committee—will explore keeping bi-annual installments, or switching to a lump sum or bi-weekly payment system for CY22 (8% contribution rate).
- c. Faculty pay is a priority, which is demonstrated in the most recent retirement plan changes.
- d. HR made an announcement for the expansion of health benefits coming in CY22.

V. AcA WQ22 Modality & Recommending Vote, *Frank Shih*

2:58 p.m. – 3:00 p.m.

Although the modality of AcA meetings is decided by the AcA President, the AcA President asked the AcA for their input with a recommending vote. The AcA voted to keep meetings virtual for WQ22—16 yay, 1 nay, 0 abstention.

VI. ConC Announcements, Updates and More, *Katie Oliveras*

3:00 p.m. – 3:40 p.m.

Committee on Committee’s Katie Oliveras presented the following to the assembly:

- a. FWC will be meeting bi-weekly during WQ22.
- b. ConC and the Bylaws committee need more volunteers.
- c. ConC moved several motions (see below attachment for more details):
 - i. **MOTION A** Moved by Katie Oliveras: “ConC asks AcA to affirm the selected candidates from the recent call for committee membership. Due to the urgency of filling committee vacancies, ConC is requesting that the seven-day notice requirement be waived. Do you approve?” Seconded. **Approved.**
Affirm selected candidates— 18 yay, 0 nay, 0 abstention.
Waive seven-day notice requirement— 13 yay, 0 nay, 0 abstention.
 - ii. AcA needs to formally vote on the formations of the task forces—that were urged by AcA and included in the annual call for committees in AY 20-21—below.
MOTION B Moved by Katie Oliveras: “ConC asks AcA to ratify the formation of the Student Evaluations Task Force as a special committee of AcA, using a temporary charter that requires amendments to be submitted by February 1, 2021. Do you approve?” **Tabled.** *ConC will bring this motion back to AcA in January 2022*

with an updated charge from the Provost. The charge will integrate the Reignited Strategic Directions led by President Peñalver and approved by the Board of Trustees this fall.

MOTION C Moved by Katie Oliveras: “ConC asks AcA to ratify the formation of the Annual Performance Review Task Force as a special committee of AcA, using a temporary charter that requires amendments to be submitted by February 1, 2021. Do you approve?” **Tabled.** *ConC will bring this motion back to AcA in January 2022 with an updated charge from the Provost. The charge will integrate the Reignited Strategic Directions led by President Peñalver and approved by the Board of Trustees this fall.*

MOTION D Moved by Katie Oliveras: “Given recent developments related to the Strategic Directions Relaunch, we want to discuss the best pathway forward for the Anti-racism in Curriculum Task Force. Do you agree with the presented path forward? Due to the urgency of filling vacancies, ConC is requesting that the seven-day notice requirement be waived, as well.” **Seconded. Approved.**
Affirm the presented path forward—16 yay, 2 nay, 0 abstention.
Waive seven-day notice requirement—15 yay, 0 nay, 0 abstention.

VII. AcA Open Business & CY 2021 Concluding Remarks, Frank Shih

3:40 p.m. – 3:42 p.m.

Phillip Thompson from the College of Science & Engineering proposed a resolution to make changes to the academic calendar by starting fall quarter earlier. Seconded by Patrick Schoettmer from the College of Arts & Sciences. The AcA President announced that the assembly will vote on said resolution next AcA meeting. He congratulated faculty on their terrific work this first quarter back on campus.

Meeting was adjourned at 3:42 p.m.

Committee on Committees (ConC)

Materials for 12/13/2021 Academic Assembly Meeting

Dear AcA Members,

In tomorrow’s meeting, Committee on Committees will present four main motions to AcA under *Agenda Item VI: ConC Item*. We wanted to provide you with additional information about these motions. A short summary is presented below. For more details, please refer to the attached document.

Motion A presents a list of selected candidates from the recent call for committee membership. ConC asks AcA to affirm. A short description of ConC’s process for appointments is included at the end of the document for reference. Due to the urgency, ConC will request that the *seven-day notice requirement* be waived.

The remaining motions aim to address issues related to three task forces of AcA: Student Evaluations, Annual Performance Reviews, and Anti-racism curriculum/pedagogy. Although no motion was ever adopted by AcA formally creating these task forces, the initial members were selected during the May 2021 Annual Call for Volunteers. This oversight caused some challenges during the recent ConC deliberation process.

We initially expected for the Student Evaluation Revision Task Force (**Motion B**) and Annual Performance Review Task Force (**Motion C**) to be a procedural vote though new information may require additional consideration. Given recent developments related to the Strategic Directions Relaunch, we want to discuss the best pathway forward for the Anti-racism in Curriculum Task Force (**Motion D**). We plan to reserve most of our allotted these items.

Disclaimer: the information provided here with regards to Motions B, C, and D is provisional as we continue to work through the weekend. That said, we thought it best to provide the information as it stands now to better prepare you for discussion in advance of the meeting. As these task forces are directly related to the 21-22 AcA Priorities, we hope to resolve these issues before the end of the calendar year. This would ensure that work could proceed without delay.

If the links in the attached document do not display for you, please use the following:

- [Link to June 1, 2020 AcA Minutes](#)
- [Link to April 19, 2021 AcA Minutes](#)
- [Link to April 19, 2021 AcA Notes](#)

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Motion A – Approval of Committee Appointments

The Committee on Committees moves that Academic Assembly approve the following slate of committee appointments as presented to and discussed in Academic Assembly.

Board of Trustees-Mission Integration

Taberski, Brian ('22)	Adjunct	COE-Ldrshp & Prof Studies
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Bylaws (AcA)

Schoettmer, Patrick ('23)	Instructor	CAS-Political Science
Thompson, Kirsten ('23)	Professor	CAS-English
Thompson, Phillip ('24)	Professor	CSE-Civil & Envir Engineering

Deans' Evaluation Working Group

Iyer, Nalini	Professor	CAS-English
Miller, Carrie	Associate Professor	CON-Academic Program
Thompson, Kirsten	Professor	CAS-English

Faculty Handbook Revisions

Kimbro, Marinilka ('25)	Associate Professor	ASB-Accounting
Silverman, Gregory ('25)	Associate Professor	LAW-Academic Program

Faculty Handbook - 5 Year Revisions

Banerjee, Sourik ('23)	Lecturer	ASB-Economics
Greenleaf, Arie ('23)	Associate Professor	COE-Ldrshp & Prof Studies
Huntington-Klein, Nicholas ('23)	Assistant Professor	ASB-Economics
Lundeen, Kevin ('23)	Instructor	CSE-Computer Science
Ng, Michael ('23)	Adjunct	CAS-History

Program Review Committee

Miller, Carrie	Associate Professor	CON-Academic Program
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Terms expire on June 30th in the year indicated. Staggered terms were assigned via a random number generator.

In light of the urgent need for committee membership, the Committee on Committees requests that Academic Assembly waive the seven-day notice requirement via a two-thirds approval vote per §7.6.1 of the bylaws.

Motion B – Student Evaluation Revision Task Force

The Committee on Committees moves that Academic Assembly ratify the formation of the Student Evaluations Task Force as a special committee of the Academic Assembly. Although no motion was ever adopted by the AcA formally creating this task force, a few members were selected to serve on it in May of 2021 in response to Item V from the April 19, 2021 Minutes of the AcA:

April 19, 2021 – AcA Minutes (Item V) [Link to Minutes](#)

April 19, 2021 – AcA Notes (Item V) [Link to Notes](#)

The following will serve as a temporary charter for the task force. The task force will have until February 1, 2022 to submit any amendments to AcA for ratification. Otherwise, the information below will stand.

Name	Student Evaluation Revision Task Force		
Type	Special Committee of the AcA		
Purpose	The Student Evaluations will evaluate the practice of student evaluations across colleges/schools/library and make recommendations to improve the process. The task force will be guided by the discussion listed in Item V from the 04/19/2021 Minutes and Notes referenced above.		
Members selected in May 2021	Yancy Dominick, CAS Mimi Cheng, CSE Mark Roddy, COE		
Proposed Additional Members	Rick Block, Kathryn Bollich-Ziegler Rebecca Cobb Bryan Ruppert Sihong Xie	Librarian Assistant Professor Assistant Clinical Prof Senior Instructor Instructor	LIB-Operations CAS-Psychology STM-Academic Program ASB-Marketing ASB-Economics
Convener	[Redacted] has agreed to organize the first meeting of WQ22.		
Chair	A chair will be selected at the first scheduled meeting of 2022 by majority vote of the task force members. The chair is expected to schedule regular, monthly meetings beginning within the first 2 weeks of WQ 2022.		
Workload	Members are expected to attend the regularly scheduled meetings. The task force will dissolve December 10, 2022, at which point, members have completed their service responsibilities.		
Expected Outcomes	The task force is expected to provide a short progress report (written) to Academic Assembly by March 15, 2022, including any requests for support. A final report and recommendation will be due to AcA by November 15, 2022.		

In light that this is a priority of AcA for the academic year, the Committee on Committees requests that Academic Assembly waive the seven-day notice requirement via a two-thirds approval vote per §7.6.1 of the bylaws.

Motion C – Annual Performance Review Task Force

The Committee on Committees moves that Academic Assembly ratify the formation of the Student Evaluations Task Force as a special committee of the Academic Assembly. Although no motion was ever adopted by the AcA formally creating this task force, a few members were selected to serve on it in May of 2021 in response to Item VI from the April 19, 2021 Minutes of the AcA referenced below:

April 19, 2021 – AcA Minutes (Item VI) [Link to Minutes](#)

April 19, 2021 – AcA Notes (Item VI) [Link to Notes](#)

This following will serve as a temporary charter for the task force. The task force will have until February 1, 2022 to submit any amendments to AcA for ratification. Otherwise, the information below will stand.

Name	Annual Performance Review Task Force		
Type	Special Committee of the AcA		
Purpose	The Annual Performance Review (APR) Task Force will evaluate the practice of Annual Performance Reviews across colleges/schools/library and make recommendations to improve the process. The task force will be guided by the discussion listed in Item VI from the 04/19/2021 Minutes and Notes referenced above.		
Members selected in May 2021	Shane Pisani, COE Alvin Moser, CSE Janette Hartley, LIB		
Proposed Additional Members	Mimi Cheng	Instructor	CSE-Biology
	Christie Eppler	Professor	STM-Academic Program
	Dylan Helliwell	Associate Professor	CSE-Mathematics
	Kevin Lundeen	Instructor	CSE-Computer Science
Convener	[Redacted] has agreed to organize the first meeting of WQ22.		
Chair	A chair will be selected at the first scheduled meeting of 2022 by majority vote of the task force members. The chair is expected to schedule regular, monthly meetings beginning within the first 2 weeks of Winter Quarter 2022.		
Workload	Members are expected to attend the regularly scheduled meetings. The task force will dissolve December 10, 2022, at which point, members have completed their service responsibilities.		
Expected Outcomes	The task force is expected to provide a short progress report (written) to Academic Assembly by March 15, 2022, including any requests for support. A final report and recommendation will be due to AcA by November 15, 2022.		

In light that this is a priority of AcA for the academic year, the Committee on Committees requests that Academic Assembly waive the seven-day notice requirement via a two-thirds approval vote per §7.6.1 of the bylaws.

Motion D – Pathway Forward for ARCTF

The Anti-racism in Curriculum Task Force (ARCTF) was initiated and populated in May of 2021 in response to **AcA Motion [AcA20-25] Vote to Affirm AcA Statement of Solidarity** on June 1, 2020 and follow-up discussion on April 19, 2021 referenced below:

June 1, 2020 – AcA Minutes (Item III(a)) [Link to Minutes](#)

April 19, 2021 – AcA Minutes (Item IV) [Link to Minutes](#)

April 19, 2021 – AcA Notes (Item IV) [Link to Notes](#)

In light of the upcoming relaunch of the Strategic Directions, ConC in consultation with a representative from the ARCTF moves that AcA

1. Re-affirm the statement of solidarity and requested actions outlined in **Motion [AcA20-25] Vote to Affirm AcA Statement of Solidarity** (Item III(a) - June 1, 2020 AcA minutes) and further discussed at a later date (Item IV - April 19, 2021 minutes).
2. Acknowledge the actions that have been undertaken thus far (Provost's Pilot Initiative for Summer Fellowships, Lightning Talks – Reporting Results, AcA population of the Task Force).
3. Revise course considering recent changes and recognize that we should utilize faculty energy and university resources provided via the strategic directions relaunch to continue this work without duplicating efforts through a separate Anti-racism in Curriculum Task Force as a special committee of the AcA.
4. Request that diverse teaching faculty be included in all Reimagine working groups formed related to the topics outlined in the June 1, 2020 motions and subsequent April 19, 2021 conversation and that ConC codify this specifically in their processes.
5. Request that the Provost support a process in which the Reimagine working groups provide regular updates to ACA and work with ACA within the scope of its charge.

Reference – ConC Process for Appointments

The Committee on Committees (ConC) put out a call to university faculty for nominees for committee membership and selected nominees to populate those committees. The ConC process is still relatively new at Seattle University and will continue to develop and evolve to better serve the needs of the university and the interests of the faculty. Our current selection process was conducted as follows:

1. Created criteria by which to evaluate the pool of volunteers. These include the following criteria (unranked):
 - Specific skills and training required
 - Disciplinary expertise (where relevant)
 - Experience (on the committee or in the work called for by the committee)
 - Distribution across Colleges/schools/library
 - Diversity, such as Gender, Race and other forms of underrepresented communities
 - Balance of ranks and contingent/TT: e.g. assistant, associate, full TT, FT NTT, PT
 - The number of terms of office served to date on a specific committee (new or returning)
 - Applicants' ranking of Interest relative to other committees.
2. Invited faculty to volunteer for service via the recent call for volunteers.
3. Collated interest statements by committee and by college.
4. Consulted with various stakeholders as a courtesy to these individuals and offices or as a condition of the ConC charter. This includes sending information to Deans and Provost and inviting feedback.
5. Selected volunteers for committees with reference to our criteria.
6. *Current stage:* AcA members will vote to affirm the slate of nominees presented in **Motion A**.
7. ConC will inform committee chairs to contact newly selected members. ConC will also contact nominees not selected.