



**Academic Assembly Meeting No. 3  
Monday, October 11, 2021  
2:05 p.m. – 3:35 p.m., PIGT 103 and Zoom**

**MINUTES**

**Presenters:** Shane P. Martin and Melore Nielsen.

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

**Present On Zoom:** John Carter, David Green, Dylan Helliwell, Joanne Hughes, Richard LeBlanc, Agnieszka Miguel, Jeanette Rodriguez, Teodora Rutar Shuman and Donna Teevan.

**I. Opening Remarks, Frank Shih**

**2:06 p.m. – 2:09 p.m.**

- a. Meeting was called to order at 2:07 pm by Academic Assembly's (AcA) President, Frank Shih. Introduction of Caroline Pedro, new Sr. Administrative Assistant to support AcA.
- b. **MOTION** Moved by Frank Shih: "Move to approve the agenda for the October 11, 2021 meeting of the AcA." Seconded. **Approved.**
- c. **MOTION** Moved by Frank Shih: "Move to approve the meeting minutes from September 27, 2021 as revised, out of session, by AcA members." Seconded. **Approved.**

**II. Provost Update, Shane P. Martin**

**2:09 p.m. – 2:41 p.m.**

The Provost provided updates and information.

- a. Acknowledge successful start to AY 21-22 in incredibly challenging times. Gratitude to the faculty for their extraordinary efforts in this regard.
- b. Update on organization of the Provost's Office. Two faculty members, Charles Tung and Jodi O'Brien have joined the Provost's Office as Special Assistants.
- c. Update on Faculty Accommodations for AY22.
  - i. Extend the timeline for faculty to elect accommodations for tenure clock and mid-probationary review process. Faculty will now have until April 1, 2022 to make an election.
  - ii. Continue the accommodations for peer reviews and student teaching evaluations through Fall Term 2021.
  - iii. In early 2022, the university will provide more information about the larger initiatives related to evaluating teaching as part of a faculty member's portfolio.

- d. Follow up on President Peñalver’s visit last week. Reignite Strategic Directions. Goal 1 is a priority. There will be opportunities for faculty to engage on the Reimagine and Revise the Curriculum. Review and revise the ongoing program review and assessment processes.
- e. Key projects and initiatives to work on in partnership with AcA/Faculty –
  - i. Dean’s Review process. Form a small working group to work with Provost and Provost Office to develop a new tool and launch it. Want to add this to the new deans’ contracts, that a 360-review process aligns with renewal schedule.
  - ii. Academic decision-making in times of crisis. Draft expected this quarter, would like further discussion.
  - iii. The minimum governance requirements, as proposed at the end of last AY, is almost through its’ Provost Office review. Feedback is forthcoming

### III. Enrollment Update, *Melore Nielsen*

2:41 p.m. – 3:04 p.m.

Vice President for Enrollment Management Melore Nielsen attended to provide a 10<sup>th</sup> Day update on 2021-2022 enrollment, including undergraduate and graduate headcount and credit hours, as well as FTIC class makeup. Discussion of challenges and opportunities for international students, given the challenges of COVID that remain in the international arena. Once on campus, the student experience is critical to retention of the more diverse student body, and the better integration of Academic Affairs with Student Development is an essential element of this.

### IV. Budget Update

This item was deferred to a future meeting.

### V. AcA Meeting Modality Discussion and Motion, *Kirsten Thompson*

3:04 p.m. – 3:30 p.m.

**MOTION** Moved by Kirsten Thompson: “Given the technical difficulties in access and in audio for many members and constituents, moved that the AcA resume meeting and voting solely on Zoom for Fall 2021 and that AcA reconsider this matter again in Winter and Spring 2022, depending on the circumstances of the pandemic.]” AcA members discussed the motion. Seconded. **Approved.** (18 yea, 1 nay, 1 abstention)

We are currently operating under an amendment to the bylaws that allows the use of Zoom during the pandemic. Dr. Shih and the parliamentarian will discuss this implementation.

### VI. Dean’s Evaluation

3:30 p.m. – 3:35 p.m.

Professor Thompson raised questions about the Dean’s Evaluation process:

- a. What is the role of the Dean at Seattle U?
- b. How can faculty give meaningful input in the role and evaluation of the Dean? What follow up mechanisms are there for professional development and improvement for the Deans?
- c. What is the role of outside consultancies in the evaluation process (Korn Ferry Hay Consultancy was used last time—see attached docs)

This topic is also a priority in the Provost’s Office. Future discussion is planned. The meeting ran out of time.

*Meeting was adjourned at 3:37 pm.*

*Minutes taken and submitted by*

*Nancy Carroll, Senior Executive Coordinator, Office of the Provost with  
Caroline Pedro, Senior Administrative Assistant, Office of the Provost*