



**Academic Assembly Meeting No. 3  
Monday September 28, 2020  
2:05 – 3:35 pm, Zoom Meeting**

**MINUTES**

**Academic Assembly Members**

**Present:** Angie Jenkins (Staff Council), Carol Adams, Chris Paul, Connie Anthony, Kathleen La Voy (Ex-Officio), Frank Shih, Gregory Silverman, Holly Ferraro, Kate Koppelman, Katie Oliveras, Kirsten Thompson, Margit McGuire, Mark Taylor, Mimi Cheng, Patrick Murphy, Robin Narruhn, Rose Murphy (SGSU), Russ Powell, Sarah Bee, Shane Martin (Ex-Officio), Terri Clark, Yancy Dominick

**Excused:** Dylan Medina, Felipe Anaya, Khalee Kiazolu (GSC)

**Seattle University Attendees**

**Presenters:** Jenna Isakson (Director, Office of Sponsored Projects), Robert Dullea (Vice Provost, APPR Co-Chair)

**Guests:** Aakanksha Singha, Agnieszka Miguel, Alexander Mouton, Ben Howe, Christina Juarez, David Green, Donna Teevan, Dylan Helliwell, Edra Lyons, Hannah Tracy, Hidy Basta, Jaisy Joseph, Jen Sorenson, Joanne Hughes, John Fleming, Katherine Raichle, Katie Kuder, Kimberly Gawlik, Nathan McLaughlin, Ryan McLaughlin, Sonia Barrios Tinoco, Sven Arvidson, Teodora Shuman, Yen-Lin Han, Yitan Li

- I. Opening Remarks** **2:06 – 2:12 pm**
  - a. Meeting was called to order at 2:06 pm by AcA president, Frank Shih.
  - b. **MOTION** Moved by Frank Shih: “Move to approve the agenda for the September 28, 2020 meeting of the Academic Assembly (AcA).” Seconded. **Approved.**
  - c. **MOTION** Moved by Frank Shih: “Move to approve the meeting minutes from September 21, 2020 as revised, out of session, by AcA members.” Seconded. **Approved.**
- II. Provost Update** **2:12 – 2:17 pm**
  - a. Provost, Dr. Shane P. Martin, provided a brief update regarding winter quarter plans and addressed previously voiced concerns regarding the student planner.
- III. Academic Program Portfolio Review (APPR) Update** **2:17 – 2:47 pm**
  - a. APPR Co-Chairs, Terri Clark and Bob Dullea provided an update on the work of the APPR committee. AcA members discussed the contents of the update and asked questions of the chairs.
- IV. Office of Sponsored Projects (OSP) Presentation** **2:47 – 2:57 pm**

- a. Jenna Isakson, Director of the Office of Sponsored Projects, presented an overview of the office's FY20 Annual Report and shared details of upcoming OSP events. AcA members discussed the contents of the overview and asked questions of the director.

**V. AcA Open Business – Section 1**

**2:57 – 3:06 pm**

- a. **MOTION** Moved by Sarah Bee: "Motion to adhere to membership composition requirements in the Bylaws for the Faculty Welfare Committee." AcA members discussed the motion. Seconded. **Approved.**
- b. **MOTION** Moved by Sarah Bee: "Motion to allow appointments of faculty by Deans on a temporary basis to facilitate timely committee deliberations until permanent members can be elected per the college normal process." AcA members discussed the motion. Seconded. **Not Approved.**
- c. **MOTION** Moved by Sarah Bee: "Motion to invite members of Faculty Salary Committee to attend Faculty Welfare Committee meetings for the academic year." AcA members discussed the motion. Seconded. **Approved.**

**VI. AcA Open Business – Section 2**

**3:06 – 3:15 pm**

- a. Provost, Dr. Shane P. Martin, and AcA member Kate Koppelman offered context and background for the following motions.
- b. **MOTION** Moved by Kate Koppelman: "I hereby move that Provost Shane Martin, in his capacity as Chief Academic Officer of Seattle University, with consultations from faculty, HR and the Provost Office Staff, develop a comprehensive set of suggested accommodations and supports for faculty teaching and working during the pandemic. These accommodations and supports would be developed quickly and in response to the urgent needs of faculty at this time." AcA members discussed the motion. Seconded. **Approved.**

**VII. AcA Open Business – Section 3**

**3:15 – 3:20 pm**

- a. AcA member Kirsten Thompson offered context and background for the following motions.
- b. **MOTION** Moved by Kirsten Thompson: "Move, that the Faculty Salary Committee be invited to deliver a written or verbal report on its activities to date at the AcA meeting of Oct 5 or Oct 19 relating to its charge to 'to develop a university-wide faculty pay philosophy, pay structure, and pay practice,' as well as its benchmarking research. Further, in the absence of the former chair Matt Philips (who has left the university), that current AcA members of the committee help facilitate this process." AcA members discussed the motion. Seconded. **Approved.**

**VIII. AcA Open Business – Section 4**

**3:20 – 3:39 pm**

- a. **MOTION** Moved by Kate Koppelman: "I offer for adoption the following resolution: Resolved, that the Academic Assembly favors the policy that faculty who are caregivers should be given the immediate option to work with their chairs/directors to adjust their teaching schedules for Winter and Spring quarters to account for their caregiving duties." AcA members discussed the motion. Seconded. **Approved.**
- b. **MOTION** Moved by Kate Koppelman: "I offer for adoption the following resolution: Resolved, that the Academic Assembly favors the policy that faculty who are caregivers should be given the immediate option to work with their chair/director and Dean to negotiate a one- or two-quarter reduction in teaching load with a proportional reduction in

- salary while maintaining their full benefits.” AcA members discussed the motion. Seconded. **Approved.**
- c. **MOTION** Moved by Kate Koppelman: “I offer for adoption the following resolution: Resolved, that due to the impact on faculty of the current online environment and the reality of managing work and caregiving duties, the Academic Assembly favors the policy that the requirement that faculty hold regular office hours (Faculty Handbook Section III.E) be temporarily replaced with the option to schedule office hours by appointment and in response to individual student needs and requests.” AcA members discussed the motion. Seconded. **Approved.**
- d. **MOTION** Moved by Kate Koppelman: “I move that copies of the adopted resolutions be sent by Provost Shane Martin to all deans, department chairs, program directors, and the appropriate people in Human Resources and Faculty Services.” AcA members discussed the motion. Seconded. **Approved.**

*Meeting was adjourned at 3:39 pm.*

*Minutes taken, and respectively submitted, by the AcA Secretary  
Lindsey Nakatani, Senior Administrative Assistant, Office of the Provost  
September 28, 2020*