

## Faculty Meeting Minutes (Open session)

October 26, 2020 | 3:45 - 4:45 pm | Benson Hall, Room 109- ZOOM

Attendance:

Meeting start: 3:45 | Adjourn 4:37

### Faculty Present (blank=absent)

Department Chair, Jim Pfaendtner - Present

Stu Adler	P	David Bergsman	P	Hugh Hillhouse	P	Elizabeth Nance	P	Eric Stuve	P
Graham Allan		James Carothers		Vince Holmberg	P	Rene Overney	P	Stephanie Valleau	P
François Baneyx		Kyle Caldwell	P	Samson Jenekhe	P	Lilo Pozzo	P	Neda Bagheri	
David Beck	P	Chad Curtis		Mary Lidstrom		Buddy Ratner		Cao Guozhong	
John Berg	P	Cole DeForest	P	Jun Liu	P	Daniel Schwartz	P	Jonathan Posner	P

### Others Present

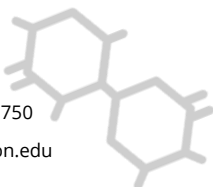
Andrea Gleichweith	Nicole Minkoff	Dave Drischell			
Lindsey Doermann	Debbie Carnes	Nicole Devine			

## Agenda

- Announcements
- Discuss and vote on policy for retentions, merit review and appointment
- delegation
- Discuss and vote on new and reappointment of adjunct and affiliate
- Postdoctoral Teaching

## Announcements - Jim

- There are voting items. The slides that have the list of proposed adjunct and affiliate reappointments will be shared before ballots are sent out. An effort was made to get the votes done earlier in the Autumn quarter.
- Buddy Ratner received the 2021 Bioelastomer Award of the ACS Rubber Division
- Faculty Lecture Award nomination deadline (11/2)  
Ask Cole or Allison for instructions if needed.
- Outstanding Service Award nomination deadline (11/16)  
Cole gave more information about this award, a new award for graduate students to recognize excellence and cumulative service to the department, similar to the faculty lecture award. Intended to go to senior level graduate students for excellence in research.
- Graduate Awards Day (11/23, 2:30 pm) Please attend if possible.
- Graduate recruiting (3/5/21 Friday) - Please keep this date available. There will be more discussions about how to do graduate recruiting this year.
- Chair's Distinguished Lecture (11/2). This lecture was started by Francois, Jim is continuing it. Sharon Glotzer will be the speaker. A few meeting sign ups are still available. Andrea Gleichweith will send information today. Zoom meetings can also be scheduled for a different day next week.



- Form 1460 reminder – A UW form that is required to be submitted annually if you want to do outside work for compensation.
- Seminar today was “Zoom bombed” for the first time. Co-host Elizabeth Nance acted quickly to remove the perpetrators, it was not a real disruption, the guest speaker took it in stride.
- WChE industry event (11/10) Elizabeth spoke about the annual event, which will be virtual this year. Though there is not a specific role for faculty in this event everyone is encouraged to attend. She will send list of speakers, they are all alumni of the department. It will all be recorded. There will be a town hall gathering at the end.
- Jim opened the floor for other announcements. There were none.

### **Annual delegation of merit, appointment authority and retention - Jim**

For the benefit of new faculty members and as a refresher, Jim explained how the process works. These are required voting items, so they do not need a motion because they must be voted on.

#### **Merit**

Merit review is specified in the faculty code. In ChemE, by tradition, authority to do merit review is annually delegated to the chair. Not all departments do this, they have their own processes.

Jim proposed that this be continued in ChemE. There are 2 votes. One vote is for all voting faculty, which covers merit review for lecturers, assistant professors, and associate professors. A second vote for only full professors on their merit review process. Both votes require a 100% yes vote of all voting faculty in order to continue this practice. If there are abstentions or no votes, we can continue to re-vote or start a process to form a committee.

These voting items will be sent to all eligible voting faculty in an online ballot. Andrea will collect the responses and then Jim will report on the outcome.

Jim asked for questions.

Lilo Pozzo asked a question about whether merit should be documented if there will not be a raise. Jim said the documentation is done during the summer. This year there were no merit raises, but merit review is still required and documented. Merit review is separate from the Chair’s Planning Conference, which is an annual meeting for assistant professors and lecturers and a triannual meeting for associate and full professors. Meetings were held on schedule. Some were mostly perfunctory and Jim did not document them. Jim’s goal is to improve that. He has prioritized assistant professors and lecturers in having meetings and documenting them. It is unknown if there will be merit raises this year.

Eric Stuve commented that the finding of meritorious performance must be documented because if there are 2 consecutive findings of non-meritorious performance then a post-tenure review will be done.

Jim asked for any other comments or questions about upcoming vote on merit review authority. There were none.

### **Appointment authority**

Annually, the faculty have delegated authority to the chair to make some academic appointments, otherwise a vote is required for every type of academic appointment, including postdocs. You will receive an email asking you to approve delegating appointment and renewal authority to the chair for research associates or postdocs. Also, acting instructors will be included this year. This requires 100% yes votes to approve. Jim noted that it would streamline operations.

### **Retention**

This is a new request regarding retention offers, stemming from when the provost and president put a hold on hiring. There was language about retention offers that said there would be no retention offers this year unless someone seeking retention has an actual offer in hand. In response, the faculty senate pointed out that the process of faculty retention in the faculty code is supposed to be done with the advice of the faculty to the chair and dean. This was not generally being done. ChemE must establish a process and vote on it annually. Without that process there are no retentions in ChemE. Jim requests continuation of the prior retention policies which were not formalized. If authority is not delegated, then a committee will be formed.

Jim asked for questions.

Lilo pointed out this could impact future hiring because it commits resources. Jim replied that the college is contributing more resources for retention cases. Jim confirmed that this is authorizing the chair to commit departmental resources and it could have an impact on hiring.

Dan Schwartz commented that UW has shared governance where the chair is a presiding officer, not an executive officer. This is why we must delegate, the faculty is highly empowered at UW to make decisions. So some authority is delegated to the chair.

Eric commented that this rule has always existed, it just hasn't been enforced. He favors delegating authority. He noted that every case is different, and there are issues of transparency and discretion.

Jim replied that people should not feel obligated to speak against these votes now, they can just vote no and then a discussion will be started to create an alternate system.

You can expect the ballots for these required items.

### **Adjunct and affiliate faculty - Jim**

Refer to the slides for complete information.

### **Adjunct faculty new appointments and reappointments**

Jim is proposing a new adjunct appointment, Professor Shuyi Ma.

There are 9 adjunct faculty up for renewals and who would like to maintain affiliation, you will have more information about each before the ballot.

### **Affiliate faculty - New appointments**

There are 3 new proposed appointments. Jim asked for the proposers to describe their support.

Eric supported and described Liney Amadottir and Tom Madden. Dan also supported Tom Madden.

Stu Adler supported and described Dustin McLarty.

There were no further questions.

Jim asked Stu to present information about the IUCRC program at a future meeting.

### **Affiliate faculty - reappointments**

There are many proposed reappointments, and some are proposed to not be reappointed. See the slide for details. These do not require 100% yes votes, just a majority.

### **Postdoc teaching - Jim**

The number of postdocs in the department has increased, and they are now unionized. The union contract permits postdoc teaching opportunities.

Jim is proposing a pilot project. Each year when Jim brings in a new group of students, he offers a 499/599 molecular simulation class that his group has always organized. He would like to appoint 2 postdocs from his group to teach it this year. There about 15 students, it would be funded from Jim's RCR. Jim proposes 2 of his post docs (Nadia Intan and Xin Qi) to teach this in Winter quarter 2021, and then he will report back. He commented that this will be great professional development opportunity for the postdocs.

Long term, there will need to be a discussion about how to use this in the department to fill teaching gaps etc. Jim sees this as a low risk pilot project.

Discussion of the topic followed:

Dave Beck asked Jim to comment more on Nadia and Xin. Jim will send CVs. Both are finishing their first year postdoc in Jim's group. Their research is underway and they are working on or publishing papers, and it is a good time for more professional development.

Lilo asked for clarification about the UAW contract, about the additional compensation. Is it acceptable to go over 100% FTE, if it causes the workload to increase and then reduces effort on

research paid by a grant? Jim said this is similar to staff employment TPI (temporary pay increase) when a staff gets more than 100% FTE to compensate for doing more work. Similar to when faculty get pay supplement ADS for administrative role. This is also understood by the postdocs as a professional development opportunity. And compensation follows the department's workload model.

Dan commented that 100% FTE on a federal grant is not defined as 40 hrs, that you should document that the postdoc hasn't reduced their effort on the federal grants. If postdocs opt in, you would need to show that they continue a comparable effort on the federal grants.

Stu asked if postdocs can opt for less than 100% FTE research appointments specifically with the goal of spending some time teaching. Andrea replied that postdocs have to be 100% FTE.

Debbie Carnes proposed that if a faculty has non-federal funds they could pay part of the salary with those funds, and the 1.2 months of salary could be spread across the whole quarter.

Dan asked for clarification of how that is different from Lilo's proposal of reducing one funding source and increasing another. Debbie replied that they would still get 100% for their postdoc position and then the extra for teaching.

Jim commented that if a faculty is going to buy out of teaching, their salary is available. The process needs to be equitable, transparent and documented. Find out from postdocs if there is interest in this. Then the department can be responsive.

Jim suggested that more test cases would be helpful. Let Jim know if you are considering this.

Expect a proposed vote of the temporary appointment of part time teaching associate for 2 postdocs in Jim's group.

Jim asked if there were any other items to discuss.

The meeting adjourned at 4:37.