

University of Washington
Faculty Council on Teaching and Learning

April 2, 2020

10:30 a.m. – 12:00 p.m.

[Zoom](#)

Meeting synopsis:

1. Call to order
 2. Review of the minutes from March 5, 2020
 3. Announcements/Check-in
 4. Class B's schedule/timeline update
 5. Updates/Checking-in with Tom Lewis
 6. Online learning conversation – how can FCTL help?
 7. Good of the Order
 8. Adjourn
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1. Call to order

The meeting was called to order at 10:34 a.m.

2. Review of the minutes from March 5, 2020

The minutes from March 5, 2020 were approved.

3. Announcements/Check-in

The council members gave updates on their time in quarantine due to COVID-19.

4. Class B's schedule/timeline update

Chair Halverson updated the council on the status of the two Class B's that were passed by the council earlier this year. The Senate Executive Committee (SEC) meeting that was scheduled for March 30 and the Senate meeting on April 16 were canceled due to a proclamation action about the open meetings act from the Governor. These cancellations will delay the process for the Class B's that FCTL passed. It is possible that the Class B on distance learning will be heard at a special meeting of the SEC.

5. Updates/Checking-in with Tom Lewis

Tom Lewis gave an update to the council.

There are some security and cheating concerns since all classes are being done via Zoom. UW-IT is working on locking down some features of Zoom and there will be an update in the next week.

6. Online learning conversation – how can FCTL help?

Chair Halverson shared some questions he has received from faculty regarding online learning. One was about asking students for permission to record them on Zoom during class – faculty do not need permission to record students as Zoom asks for consent when a recorded meeting starts. Another question was about students taking screen shots during a Zoom recording and sharing unflattering images – there is work being done to let students know that doing that is against the student conduct code.

It is important for the administrative heads of units to be clear in their messaging about technology use in order to limit confusion among faculty. Asynchronous instruction will be important since students are located in different time zones and countries. The Associated Students of the University of Washington is also working on policies around synchronous/asynchronous instruction for online learning. Libraries are currently closed, but there are still resources for students and faculty online.

7. Good of the Order

Councils member shared their experiences while under quarantine and how they are coping with being home.

8. Adjourn

The meeting adjourned at 11:35 a.m.

Minutes by Jordan Smith, jjsmith4@uw.edu, assistant to the chair

Present: **Faculty Code Section 21-61 A:** Thomas Halverson (chair), Timea Tihanyi, Kristin Gustafson, Lynn Dietrich, Fred Bookstein, Kimberlee Gillis-Bridges
Faculty Code Section 21-61 B: Judith Howard, Deepa Banerjee, Alece Stancin, Kat Eli
President's designee: LeAnne Jones Wiles
Guests: Katie Malcolm, Sean Gehrke, Tom Lewis

Absent: **Faculty Code Section 21-61 A:** Kathleen Peterson, Sri Devi Duvvuri