

**University of Washington**  
**Faculty Council on Teaching and Learning**

November 18, 2021

10:30 a.m. – 12:00 p.m.

**Zoom**

**Meeting synopsis:**

- 1) Call to order
  - 2) Review of the minutes from Oct 14, 2021
  - 3) Chair's updates
  - 4) Discussion: Instructional Responsibility Policy – Dr Howells, Associate Teaching Professor
  - 5) Discussion: continue reconceptualizing merit – Dr Mackenzie, Associate Professor
  - 6) Class C Resolution on reasonable accommodation
  - 7) Subcommittee Updates
    - a) Course/Teaching Evaluations
    - b) Faculty Peer Review
    - c) Student Accessibility/access
    - d) Undergraduate Student Learning
  - 8) Good of the order
  - 9) Adjourn
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**1) Call to order**

The meeting was called to order at 10:33 a.m.

**2) Review of the minutes from Oct 14, 2021**

The minutes from October 14, 2021 were approved as written.

**3) Chair's updates**

Chair Halverson introduced two guests invited to the council.

**4) Discussion: Instructional Responsibility Policy – Dr Howells, Associate Teaching Professor**

Amy Howells (Nursing) joined the council to discuss guidance from UW leadership and the lack of flexible teaching. Howells suggested UW offer hybrid courses for students facing equity issues in Seattle, particularly in programs for experienced learners like Nursing. Members considered development of a Class C resolution on retaining the best practices for teaching and learning experienced during COVID. LeAnne Jones Wiles (president's designee) mentioned discussions in First Year Programs on revisioning how students experience the classroom and access services. It was noted that students have appreciated the options of both in-person and online.

The Office of Education Assessment made plans to conduct bi-quarterly surveys measuring student preference on access to services (in-person, hybrid, virtual). The Husky Check-in data collection results were published on the OEA website.

## 5) Discussion: continue reconceptualizing merit – Dr Mackenzie, Associate Professor

Louisa Mackenzie (French & Italian Studies) joined the council to discuss the principals of the Class C resolution on reconceptualizing merit and prepare it for Class A legislation.

The council mentioned UW employees were facing burnout, especially from invisible labor, and want ways to recognize the workload escalation. FCTL made plans to communicate with other faculty councils charged with reviewing merit, promotion, and tenure.

## 6) Class C Resolution on reasonable accommodation

The council reviewed a SEC revised version of the Class C resolution on reasonable accommodation (Exhibit 1).

The chair made plans to provide an edited version to the council for approval at a future meeting.

## 7) Subcommittee Updates

- a) Course/Teaching Evaluations
- b) Faculty Peer Review
- c) Student Accessibility/access
- d) Undergraduate Student Learning

The subcommittees provided verbal updates on their work since the last FCTL meeting.

*Faculty Peer Review:* discussed FCTL poll to collect information; discover where else on campus(s) these discussions are happening; identify other university faculty councils to work with; determine what the faculty code already states

*Course/Teaching Evaluation:* review current taskforces on this topic; identify role of information on student surveys/teaching evaluations; consider Class C

*Undergraduate Student Learning:* made plans to meet next week

*Student Accessibility/Access:* made plans to meet; need additional members

## 8) Good of the order

A guest shared that the UW Digital Learning Alliance is drafting definitions of hybrid and online for future FCTL review.

## 9) Adjourn

The meeting adjourned at 11:57 a.m.

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*Minutes by Alexandra Portillo, faculty council analyst, xanport@uw.edu*

**Present:** Faculty Code Section 21-61 A: Fred Bookstein, Lynn Dietrich, Casey Self, Kristin Gustafson, Thomas Halverson (chair), Kathleen Peterson, Ruben Casas, Lauren Graham, Anne-Marie Gloster, Rania Hussein, Tivon Rice  
Faculty Code Section 21-61 B: Kat Eli, Deb Raftus, Lukas Illa  
President's designee: LeAnne Jones Wiles  
**Guests:** Tom Lewis, Sean Gehrke, Matt Winslow, Penelope Moon, Louisa Mackenzie, Amy Howells

**Absent:** Faculty Code Section 21-61 A: SoYoung Kang

**Exhibits**

Exhibit 1 – Class C Resolution\_accommodation revise

## Class C Legislation Operationalizing Reasonable Accommodation

### Background:

Faculty are being asked to make “reasonable accommodations,” outside of the scope of disability request, for students around a number of things related to teaching and learning (e.g., absence from class for health/religious observance), but there is very little guidance for faculty as to what a “reasonable” accommodation is, and who should have the authority to define what is “reasonable.”

The Faculty Council on Teaching and Learning (FCTL) has been asked to define and operationalize what a “reasonable accommodation” is that meets UW code, and is useful and fair to both faculty and students. Accordingly, during winter quarter 2021 FCTL launched a survey to explore accommodations requested by students, outside of the scope of disability requests, for students around a number of factors related to teaching and learning. The survey was sent through the Senate to all voting faculty in the 3 campuses. 364 faculty completed the survey, and the results of the survey are available [online](#).

The FCTL used the results of this survey to guide the making of this Class C resolution.

### Resolution:

1 WHEREAS, the challenge of defining and operationalizing what constitutes a “reasonable” accommodation (be it for  
 2 religious observance, health concerns, or other circumstances) has been a recurring problem on all three UW  
 3 campuses. This challenge was exacerbated during the 20-21 academic year due to the global pandemic and social  
 4 unrest in our country, and the incredible stress and strain it put on our students, their families, and multiple UW  
 5 systems/structures.

6 WHEREAS, faculty seek general guidance on what is considered “reasonable” accommodation and what is not, as the  
 7 university is transitioning back to in-person instruction. Currently there is limited guidance for faculty and instructors as  
 8 to what constitutes a “reasonable” accommodation, and who should have the authority to define what is “reasonable”.

9 WHEREAS, academic units have different policies and practices pertaining to their curriculum needs and expected  
 10 outcomes, and should be afforded some degree of flexibility in their determination of what constitutes a “reasonable”  
 11 accommodation within the context of their teaching/learning environment; therefore

12 BE IT RESOLVED, the Faculty Senate recommends that academic units consider the following:

- 13 1. To maximize consistency and fairness, academic units should formally engage in a process to define (operationalize)  
 14 for faculty and students what will constitute a “reasonable” accommodation within their context. This definition should  
 15 set the boundaries as to what the academic units recognize are the limits for granting accommodations for students.  
 16 Faculty can then work within these parameters and stay reasonably consistent and fair/equitable in their granting of  
 17 accommodations to all students.
- 18 2. Academic units should share their definition of a “reasonable” accommodation with all faculty and students.
- 19 3. Academic units should review their definition of a “reasonable” accommodation on a regular and consistent basis  
 20 (yearly, at a minimum), and make corrections or updates when appropriate.
- 21 4. If cases arise where “reasonable” is not clearly or sufficiently defined by an academic unit, they are encouraged to  
 22 support their faculty in making decisions determined to be in the best interest of their students and courses.
- 23 5. Nothing in this resolution is intended to constrain any present or future processes for handling appeals or other special  
 24 situations.

Submitted by:  
 Faculty Council on Teaching and Learning