College of Science and Engineering Policy, Planning, and Budget Council (PPBC) Minutes

November 16, 2023

Attendees: Dietmar Schwarz (Biology), Bob Mitchell (Geology), Amr Radwan (Engineering & Design), Brian Hutchinson (Computer Science), Takele Seda (Physics & Astronomy), Amy Anderson (Mathematics), Jackie Caplan-Auerbach (Associate Dean of CSE), John Hardgrove (AS Senate), Tim Kowalczyk (AMSEC)

Absent: Chemistry representative (Tim Kowalczyk serving as interim for remainder of fall quarter), SMATE representative (no currently appointed representative)

1. A round of introductions was held to introduce AS student senator John Hardgrove to the council as an ex officio, non-voting member of PPBC. The other AS student senator recently resigned, so a December 4 vote will appoint a second senator who will also be invited to PPBC meetings.
2. Councilors reviewed and unanimously approved the minutes of the November 2, 2023 PPBC meeting.
3. New draft language establishing a charge and membership for a CSE Scholarship Committee was presented by Chair Schwarz for inclusion into COPEP.
	1. Councilors workshopped some small details and clarifications in the draft.
	2. A recommendation was adopted from Dean Leger to clarify in the charge that the committee advises the Dean on activities related to scholarships and student summer research awards, not exclusively limited to review and recommendation of honorees.
	3. Chair Schwarz agreed to share the draft with faculty via email to department chairs (cc: PPBC Councilors) prior to a vote on incorporating this language into the COPEP at next PPBC meeting.
4. Councilors started the process of updating the COPEP in response to changes introduced in the new 2023-2027 UFWW-WWU Collective Bargaining Agreement (CBA):
	1. Merit review of senior instructors:
		1. Councilors noted some apparent inconsistency in CBA language about how the merit review takes place “in the review” that takes place six years after promotion, yet the reviews for renewal and merit are considered separate processes.
		2. Associate Dean Caplan-Auerbach ultimately identified language in CBA section 8.1.4.4 clarifying that the merit review supplants the standard review if its outcome is positive and reverts to a standard review if the merit review outcome is negative.
		3. Councilors seek clarity from the UFWW on whether the merit review process is intended by design to be truly optional for senior instructors.
			1. The new CBA states that senior instructors in their sixth year “are considered for an award of merit,” which implies that this consideration exists regardless of the senior instructor’s intent to prepare the required dossier for this review.
			2. It could be argued that the lack of (or at least, ambiguity around) an explicit option for opting out creates an uncompensated expectation for senior instructors to prepare a dossier, including a teaching reflection document.
			3. Clarity about the ability to opt-out will help Councilors and units articulate clearer, fairer procedures for senior instructor merit review.
			4. Associate Dean Caplan-Auerbach will reach out to UFWW President Peter Pihos for clarification about the ability to opt out of senior instructor merit review.
		4. Councilors noted that all units will need to update the “Review of Instructors and Senior Instructors for contract renewal” in their COPEP addenda.
		5. Councilors noted that all units will need to add language reflecting dossier requirements for senior instructor merit review as stipulated in CBA section 8.1.4.1. PPBC may need to extend its review window for department/program COPEP addenda into spring quarter to ensure that these changes can be integrated into the COPEP by the September 2024 deadline stipulated in the CBA for these changes.
	2. Discussion of other COPEP changes required by the new CBA will continue at the next meeting of PPBC.