Fairhaven College
Faculty and Staff Committee Assignment and other Service Responsibilities
2017-2018

NOTES: Faculty on leave, exchange or partial contract 2017-2018
Tamara Spira (on leave fall quarter), Hilary Schwandt (teaching out of the US in winter quarter).

STANDING COLLEGE COMMITTEES DEFINED IN THE BYLAWS

PERSONNEL COMMITTEE
Chair: Stan Tag
John Feodorov
John Bower

CURRICULUM COMMITTEE
Chair: John Tuxill (One course release)
Mark Miyake
Julie Helling
Clayton Pierce
Jackie McClure
Anna Blick
Two Students to be Named
Jack Herring (ex Officio)

ADMISSIONS COMMITTEE
On hiatus for 2017-2018

SCHOLARSHIP COMMITTEE
Chair: Midori Takagi
Babafemi Akinrinade
Student TBD
TBD Suzanne Baker

OTHER FAIRHAVEN COLLEGE COMMITTEES

WORKLOAD COMMITTEE
Chair: Hilary Schwandt
Larry Estrada
Dolores Calderon
Tamara Spira
COMMITTEE ON STUDENT LEARNING
Chair: Jack Herring
Tamara Spira
Anna Blick
Kevin Delucio

ADVENTURE LEARNING GRANT COMMITTEE
Chair: Andrew Brown (one course release)
Babafemi Akinrinade
Jack Herring
Yanara Friedland
Former recipient TBD

SEARCH COMMITTEES

Chican@/Latinx Studies
Chair: Midori Takagi
Julie Helling
Ceci Lopez
Dolores Calderon
Kathy Hutchinson
Faculty member from another department TBD
Two student members TBD

OTHER COLLEGE RESPONSIBILITIES

Directors
• American Cultural Studies – Larry Estrada (2 course release)

Faculty Coordinators
• Center for Law, Diversity & Justice – Ceci Lopez (2 course release)
• World Issues Forum – Niall O’Murchu

Minor & Program Advisors
• ACS Native American Studies – Tanis S’eiltin
• ACS Diversity in Higher Education – TBA
• ACS Asian American Studies – Midori Takagi
• Fairhaven: Audio Recording, Music & Society – Mark Miyake
• Fairhaven: Law, Diversity & Justice – Ceci Lopez
• Fairhaven: Education and Social Justice – Clayton Pierce/Dolores Calderon
• University Pre-Law advising – Ceci Lopez
• Outback Advisor: John Tuxill
Scholar’s Day Coordinator – Bre Haizlip

CIEL Campus Coordinator: Jack Herring

Advisory Boards (Meets c. twice a year)
  • Fairhaven College Advisory Board
    o Faculty Rep: Ceci Lopez
  • American Cultural Studies (Most of these faculty teach courses in ACS. Whole group meets rarely.)
    o Chair: Larry Estrada
      Fairhaven College Members: Midori Takagi, Tamara Spira, Dan First Scout Rowe, Tanis S’eiltin, John Feodorov
      Other Members:
      Joanne DeMark, Student Life
      Raine Dozier, Human Services & Rehabilitation
      Kristen French, Woodring
      Chris Friday, History
      Carol Guess, English
      Karen Hoelscher, Woodring
      Steve Hoffman, ACS
      Vernon Johnson, Political Science
      James Loucky, Anthropology
      Bill Lyne, English
      Mary Janell Metzger, English
      Kate Miller, Women’s Studies
      Dave Oreiro, Northwest Indian College
      Tara Perry, Communication
      John Purdy, English
      Marsha Riddle-Buly, Woodring
      Lysa Rivera, English
      Rae Lynn Schwartz-Dupre, Communication
      Mart Stewart, History
      Maria Timmons Flores, Woodring
      Ning Yu, English
      Veronica Velez, Woodring

  • Institute for Village Studies. (Meets c. four times a year. Advises Director on policy and trip logistics)
    Frank James (President)
    Charlie Ashbaugh (IVS Director)
    Marie Eaton (Secretary; Fairhaven)
    David Curley (Treasurer; retired Liberal Studies)
    Liz Mogford (Sociology)
    James Loucky (Anthropology)
Jack Herring (Fairhaven Dean)
Roger Gilman (former FHC Dean)
Jason Davis (Fairhaven grad, former ALG recipient)
Shalini Singh (IVS student to Bhutan. Diversity Recruiting Coordinator, Huxley College)
Ted Hope (Advisory)
Peg Hope (Advisory)

REPRESENTATION ON UNIVERSITY WIDE COMMITTEES

- Academic Coordinating Commission: Julie Helling
- Academic Technology Committee:
  Mark Miyake
- Faculty Senate – Hilary Schwandt
- University Planning and Resource Council Representative: John Bower
- Cold Beverage Fund: Larry Estrada
- Faculty Research and Creative Activities Committee: Tanis S’eiltin
- President’s Taskforce on Equity, Inclusion and Diversity: Larry Estrada
- International Studies Curriculum Committee: John Feodorov
- Committee on Undergraduate Education: Open
- Senate Library Committee: Tamara Spira
- Senate Extended Education Committee: John Tuxill
- Senate Scholastic Standing Committee: Babafemi Akinrinade
- Dining Committee: Jack Herring
- Undergraduate Research Award Committee: Hilary Schwandt
- Professional Leave Advisory Committee – Midori Takagi
- IPAC – Larry Estrada
- University Calendar Committee – Jack Herring
- UFWW Union Steward for Fairhaven College – Clayton Pierce

Fairhaven Committee Responsibilities

**Curriculum Committee (CC):** The Curriculum Committee has responsibility for curriculum development and makes recommendations about curriculum to the faculty and Dean, including:

1. reviewing and approving courses from permanent faculty
2. reviewing and approving courses from adjunct faculty
3. reviewing and approving student led courses
4. recommending adjunct faculty members to hire
5. approving all Concentrations Titles
6. maintaining curricular liaison with the Academic Coordination Commission
7. monitoring enrollment patterns in courses and Concentration themes to assess curricular needs

Final actions about curriculum are the responsibility of the faculty and the Dean.

Membership: Three faculty (one as Chair), two students, the Curriculum, Assessment and Records Manager, and the Advising Coordinator. The Chair receives one course release for this responsibility and typically serves a 2-year term.

Personnel Committee: The Personnel Committee evaluates and recommends faculty for Tenure and Promotion, for merit awards and for post-tenure review. The Personnel Committee coordinates annual reviews non-tenured tenure-track faculty and periodic reviews of long-term limited term faculty. The Personnel Committee also makes recommendations to the Dean regarding sabbatical or other leaves, exchanges, or other matters regarding faculty appointment. Personnel Committee oversees revisions to the Fairhaven College Unit Plan and makes recommendations to the faculty for approval.

Membership: Three faculty (one as Chair) and one staff member.

Scholarship Committee: Meets to award Fairhaven College based scholarships.

Membership: Two faculty, one staff member (typically Admissions Coordinator) and two or three students who have received scholarships in the previous year.

Technology Committee: Provides interface with WWU’s Academic Technology Committee and the Student Technology Fee program. Makes recommendations to the Dean about equipment allocation and the short- and long-term technology needs of the College and helps evaluate long-range technology needs for Fairhaven College.

Membership: Two faculty, the Media Coordinator, and one or two students.

COMMITTEE ON STUDENT LEARNING: Conducts assessment of learning goals on schedule coordinated with university-wide assessment. This is anticipated to be an additional committee assignment for which the work will take place primarily during the summer term (faculty members of the committee will be compensated for this additional work outside of the contract period of obligation). Makes recommendations based on findings to Curriculum Committee.

Membership: The Dean, two faculty members and one staff member.