

Department of Dance All Faculty Meeting Minutes

Thursday, September 19, 2024 11:00 am - 12:00 pm

Meany Hall Room M-102

Zoom option:

<https://washington.zoom.us/j/94900002528?pwd=dUVOSVU2Y1doMDRXdkZlZUOUUp2Zz09>

Meeting ID: 949 0000 2528

Passcode: 088362

One tap mobile

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Present: Emily Uematsu, Katie Daugherty, Hannah Wiley, Paul Moore, Jen Salk, Juliet McMains, Gwen Cabbage, Rachael Lincoln, Christina Sunardi, Catherine Cole, Lucie Baker, MFA students

- Welcome and Announcements from the Chair
 - Christina welcomes to the 2024-2025 school year
 - Special welcome to Gwen Cabbage, our new Production Manager and Lighting Designer
 - Special shout out welcome to Monica Rojas-Stewart, even though couldn't be present today
 - Special welcome (back) to Miguel Ballumbrosio as well, even though couldn't be present today
 - Introductions
 - Go around the room and share something special that each person did over the summer
- Chair's Report
 - Brief review of [Department of Dance Operations and Policies Handbook](#)
 - Please read entire handbook
 - Please note the syllabus guidelines, pp. 28-32
 - Please be sure to pay special attention to required language for syllabi
 - Touch – p.29-31
 - Religious accommodations p. 31

- Reminder: Placement – for intermediate and advanced technique levels, placement is at instructor’s discretion, faculty can ask for help from other faculty members with watching during the 1st days of class; grads can ask for help from faculty with watching if need it, too.
- Emily as GPA, Rachael as GPC and Christina as Chair participated in a Graduate School Equity Tool pilot program over the summer and identified some goals to advance our equity work over the course of this year
 - You’ll be hearing about some of that—and soon with the 10/3 planning meeting for full-time faculty and student services manager on finalizing the rubric for graduate admissions
 - Our equity work is ongoing
- Times of transition
 - Administrator
 - Still in transition in terms of a long-term plan, but:
 - Katie is working 100% until December 31st, send all administrator-y emails to her
 - Ed is continuing to help in a very part-time capacity until December 31st, so if Katie needs to forward anything to him she can, but again send items to Katie
 - Thank you, Katie!!
 - And thank you, Gwen for increasing hours starting 10/1 to 1/15
 - Chair
 - This is Christina’s last year of her 5-year agreement to serve as Chair
 - Gabriel informed Christina that the College is changing the way they do chair searches; Christina hopes to have more information about this in the coming weeks
- Faculty Topics
 - Looking ahead to 2024-25 and some goals Christina has for us as a department
 - **Develop Departmental bylaws**
 - Is being required by Dean Harris; and in general, is a good idea – will be especially helpful for the next chair

- Christina has drafted bylaws and will put them in a Google doc for faculty and staff to look at, including Christina's queries; though in terms of workload, is really more a matter for faculty to work on, though staff input is welcome
- Goal: have a draft generated that we can send on to Divisional Dean for feedback by the end of Autumn; we can continue to revise in Winter and early Spring
- Bylaws are due to Dean Harris by June 15th
- **Revisit our tenure and promotion guidelines**
 - Suggestion from a faculty member last year was to read a paper on rewarding and recognizing community-engaged scholarship in the arts and use to develop our guidelines
 - I circulated this document last spring and can circulate it again
 - Would be great to have a committee of 2-3 faculty members look at our tenure and promotion guidelines and make recommendations for revisions
 - Catherine and Rachael agree to serve
 - Christina mentions that Monica in a prior discussion also indicated interest in serving
 - Christina will follow up with Catherine, Rachael and Monica
- **Continue with departmental equity trainings**
 - Came out of equity tool work this summer and also a staff meeting earlier this week
 - Hoping to schedule a visit from Disability Resources for Students (DRS)
 - Emily U reminds that students can also get accommodations from DRS for injuries, and need to go through DRS to get accommodations
 - Hoping to schedule a training pertaining to gender – e.g., pronouns, what to do if someone is misgendered, etc.
- Departmental Updates and Announcements
 - Facilities updates

- Katie provides update on the shades and sound system in the studios, both projects in motion, hoping for installation over Finals Week and Winter break if the scheduling works out
- Temperature control
 - Christina acknowledges that some offices have been very cold – facilities knows and is working on
 - Facilities let us know that small space heaters in offices are okay
 - Please let Christina or Katie know if you need a small space heater
 - Facilities is also working on improving air circulation in the studios; was good during lockdown/online phase of COVID, but something has happened since then which is one reason why the studios have been feeling a bit stuffy
- Reminder about pets
 - Christina reminds that only service animals are allowed on campus
 - Have been some concerns expressed about pets and pet hair in the studio spaces
 - If you have a service animal that Christina doesn't already know about, please do let her know
- Costumer search update
 - Gwen provides update that search has been going well
- Lots to look forward to!
 - UW Dance Presents auditions
 - Juliet announces that may have already seen flyers, but auditions are 9/26, asks to please let students know, encourage to audition
 - CDC opening night is fast approaching on October 10th – program looks beautiful!
 - Graduate Research Symposium – Oct. 22nd
 - Juliet notes that will be full two hours, 12:30-2:30
- Agenda Items for Future Meetings
 - Department Bylaws
 - Tenure and Promotion Guidelines revision
 - Visit(s) from the deans