Bylaws and Faculty Code
November 1, 2021
3:15pm
Meeting Minutes
Approved 11/22/21

1. Call meeting to order at 3:22pm

2. Oct. 25th minutes Approved [Nathan moved, Mary Seconded, all were in favor]

3. Chair Updates

- **BFCC21-22.05** Consider additional language regarding the definition of full-time service for NTT faculty eligibility for emeritus status in Faculty Code, Section I.B.2.a.i. **Timeline**: Winter Quarter
  - o **Charlene is on vacation until Nov. 8th. Mary will reach out to her after the 8th. This charge is not due until Winter quarter, we still have time to address it.**
  - o **Mary did contact the Provost's office and talked with Gail Mackin to ask what criteria they use for awarding NTT Emeritus. Gail did not know the criteria used but said that Charlene Andrews would know. She also mentioned that the reason for the BOT secretary sent the Emeritus language back to BFCC was because some changes have occurred that result in ASL being responsible for funding some of the Emeritus benefits, but she was not sure which benefits. Mary stated that she still felt that the parties responsible for budget decisions should not be included in the Faculty Code. Mary proposed two possible avenues for EC to decide on:**
  - o **1) adjust the language for the code to say that "departments, colleges, and provost office will be responsible for awarding Emeritus benefits"**
    Current language in the Faculty Code states, "Based on budget and availability and to be reviewed yearly, emeritus faculty:"
    Possible wording addition: "Based on budget and availability and to be reviewed yearly by faculty member's department, college, and the Provost's office, emeritus faculty:"
    Current language in Faculty Code also states, "shall have access to computer or department equipment with technical support and maintenance as outlined by WAC 292-110-010, and by permission of program, department, and dean;"
    Possible wording addition: "shall have access to computer or department equipment with technical support and maintenance as outlined by WAC 292-110-010, and by permission of program, department, dean, and Provost;"
    2) Send Faculty Code language, approved by Faculty Senate in 2021, back to the BOT for approval with a memo stating that the BFCC feels that the Faculty Code should not contain specific budgeting information, other than department, dean, or Provost's office and to please review as worded.

- **BFCC21-22.06** Review and consider language in bylaws regarding rules for multiple members from one department serving on senate committees. **Timeline**: Spring Quarter.
  - o **Mary was not able to contact Janet this week, she will do so this week.**

4. EC Updates

Elvin was not able to provide updates to these motions this week. Elvin will meet with the EC chair this week and will provide reports at the next meeting. Additionally, Elvin will take the two options for BFCC21-22.05 (listed above) back to the EC.

BFCC21-22.01 Continue working and moving forward language for the CWUP and correlated language in Faculty Code that strengthen the code and shared governance and that would protect the Senate.

Report from Greg's meeting with President Wholport.

BFCC21-22.02 Consider changes to Bylaws, Section I.C.1 regarding senate representation for departments.

Report from Greg's meeting with Provost.

BFCC21-22.06 Review and consider language in bylaws regarding rules for multiple members from one department serving on senate committees. **Timeline**: Spring Quarter.

Report from EC fact-finding mission (needed more information on the background of this charge).

BFCC21-22.07 Consider code revisions regarding frequency of assessments of academic administrators, Senate and Executive Committee. **Timeline**: Spring Quarter

Report on discrepancy between email from Assessment committee and EC on charge language.

4. **The motion before the Senate this week (**BFCC21-22.03 Consider strengthening language in Faculty Code, section II.G.1.i. regarding Senate jurisdiction in senate complaint policy and procedures.) **was discussed. Mary was concerned that any justification for this motion, beyond what was included in the charge from EC, would be difficult because she was not present/had no additional knowledge of the AAG's concerns. Elvin agreed and stated that he or Greg would be responsible for discussing the details of the charge if additional justification is needed. Additionally, Nathan stated that we could point out that the Faculty Code also outlines "Professional Ethics" from the AAUP and is clearly defined in the Code appendix.**

5. **Next meeting: Nov. 8th, 2021 - Elvin will let us know if he has enough information regarding our charges from the EC next week, if now, we will not meet.**

6. **Adjourned at 4:35pm.**

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Status report:

BFCC21-22.01 Continue working and moving forward language for the CWUP and correlated language in Faculty Code that strengthen the code and shared governance and that would protect the Senate.

10/25/21: Waiting for Greg to meet with President Wholport on Friday. Elvin will report update.

11/1/21: Pending. Elvin will provide report (if possible) on 11/8.

BFCC21-22.02 Consider changes to Bylaws, Section I.C.1 regarding senate representation for departments.

10/25/21: Waiting for Greg to meet with the Provost this week to discuss department definition and minimum FTE required. Elvin will report update.

11/1/21: Pending. Elvin will provide report (if possible) on 11/8.

BFCC21-22.03 Consider strengthening language in Faculty Code, section II.G.1.i. regarding Senate jurisdiction in senate complaint policy and procedures.

10/25/21 and 11/1/25: Will be presented at 11/3/21 Senate meeting.

BFCC21-22.04 Consider additional language regarding benefits and privileges for Emeritus Faculty as outlined in Faculty Code, Section I.B.2.d.

10/25/21: **Mary will construct letter to send to BOT secretary to confirm that we would like BOT to review motion without budget information included. BFCC will review letter at next meeting.**

11/1/21: Pending. Elvin will present two options (listed above) to EC. 11/1/21 Elvin will provide report (if possible) on 11/8. Letter on hold until EC responds.

BFCC21-22.05 Consider additional language regarding the definition of full-time service for NTT faculty eligibility for emeritus status in Faculty Code, Section I.B.2.a.i. **Timeline**: Winter Quarter

10/25/21: **Mary will consult Charlene Andrews as to when the query is run and what quarters NTT part time faculty are sent to Janet. BFCC will make the decision about language at the next meeting.**
11/1/21: Pending. Mary will contact C.A. when she returns from vacation on 11/8. Will provide a report on 11/15/21 BFCC meeting.

BFCC21-22.06 Review and consider language in bylaws regarding rules for multiple members from one department serving on senate committees. **Timeline**: Spring Quarter.
Consider defining how many members from one department are appropriate for each senate committee if the situation arises.

10/25/21: **Mary will contact Janet to find out how often this occurs (two members from same department on one committee) and Elvin will ask Greg for more background on this. To be discussed at next BFCC meeting 11/1/21.**
11/1/21: Pending.

BFCC21-22.07 Consider code revisions regarding frequency of assessments of academic administrators, Senate and Executive Committee. **Timeline**: Spring Quarter

10/25/21: **According to email Elvin reported on (from Assessment Committee) language in charge does not match recommendation from Assessment Committee. Elvin will ask EC about this.**
11/1/21: Pending.

Charges not yet addressed:
- BFCC21-22.08 Consider additional language in the Faculty Senate Bylaws to change the membership of Faculty Senate committees regarding ex-officio roles and guest guidelines. **Timeline**: Spring Quarter
- BFCC21-22.09 Consider additional language in Faculty Senate Bylaws and/or Faculty Code regarding Senate committee meeting formats. **Timeline**: Spring Quarter.
- BFCC21-22.10 Standardize language in Faculty Code and Bylaws regarding committee titles. **Timeline**: Spring Quarter
- BFCC21-22.11 Review committee procedures manual and update as required. **Timeline:** Approve updated procedures manual by the last committee meeting of the year.