

Bylaws and Faculty Code Committee  
April 4th, 2022  
**Minutes approved 4/18/22**

Members present: Mary Radeke, Nathan White, Mark Samples  
Guests: None.

1. Meeting called to order at 3:33pm
2. BFCC March 14, 2022 minutes approved. Nathan White moved the motion to approve minutes, Mark Samples second, all approved without changes.

## **2. Chair updates**

- Update on potential members for 22-23 BFCC: Dan Lipori - no (next year too hectic with CBA and other departmental responsibilities. Chris Schedler also declined.
- Mary reviewed that EC took Charge .04 (Emeritus privileges) off of table for this year. Mark said that EC wants to leave Faculty Code language as is.

## **3. EC updates:**

- Mark reported that definition of “department” (to come from the Provost) for charge .02 will need to be revisited next year.
- CWUP language for Charge .01: Greg will talk to the President at next meeting, EC hopes to have this go through this year, in order to protect the Faculty Code. BFCC agreed that if President wants language to go into a different area of CWUP (other than the proposed “Shared Governance” section), we are okay with this. The most important thing is that it gets into CWUP, at this point it doesn’t matter where.
- Mark reviewed the three motions that will appear on Senate agenda this week; Two motions for Gen. Ed, and new schedule of assessments from EAC.

## **4. Discussion of Charges**

**BFCC21-22.10** Standardize language in Faculty Code and Bylaws regarding committee titles.

**Timeline:** Spring Quarter

Committee reviewed changes in Faculty Code.

- Faculty code review completed by BFCC. Mary will query Janet Shields re: Section IV.F.6.e -- possible clerical error: The word “with” should be “without”. If this change is not clerical, we will need to file a motion with Senate in order to not have to have clerical changes go before Senate. Bylaws will be reviewed at next BFCC meeting (April 18<sup>th</sup>, 2022).
- **BFCC needs to make sure that all motions passed in Senate this year also reflect the changes (abbreviations) made to Code and Bylaws.**
- Compare word document from Janet with changes made on MRs document (Janet’s .doc will have spacing issues corrected.
- Nathan moved that all changes made to Faculty Code are clerical, Mark second, all were in favor.
- Mark will complete his review of Bylaws and BFCC will continue editing next meeting.

If we receive a definition of “department” from the Provost, we can continue working on Charge .02.

## **5. Meeting Adjourned at 4:47pm.**

### **Status Update**

**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. Timeline: Fall Quarter**

- Waiting for feedback.

**BFCC21-22.02 Consider changes to Bylaws, Section I.C.1 regarding senate representation for departments. Timeline: Fall Quarter**

- Waiting for definition of “Department” from Provost. This charge tabled until next 2022-2023 academic year (to be included on BFCC charges).

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

- Passed.

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

- Charge cancelled as per EC. Will NOT be revisited next year.

**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.**

- Passed in Senate on 3/2/22.

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

- Passed in Senate on 3/2/22.

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

- Second of three readings will occur at 5/5/22 Senate meeting

**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.**

- Passed in Senate on 3/2/22.

**BFCC21-22.10 Standardize language in Faculty Code and Bylaws regarding committee titles. Timeline: Spring Quarter.**

- Faculty code review completed by BFCC. Mary will query Janet Shields re: Section IV.F.6.e -- possible clerical error: The word “with” should be “without”. If this change is not clerical, we

will need to file a motion with Senate in order to not have to have clerical changes go before Senate. Bylaws will be reviewed at next BFCC meeting (April 18<sup>th</sup>, 2022).

- **BFFCC needs to make sure that all motions passed in Senate this year also reflect the changes (abbreviations) made to Code and Bylaws.**

**BFCC21-22.11** Review committee procedures manual and update as required. **Timeline:**

Approve updated procedures manual by the last committee meeting of the year.

BFCC will address this in following meetings, once remaining charges have been presented at Senate.

Nathan mentioned an issue on procedures:

2. Responsibilities of the committee:

2.1. The committee receives its charges from the Executive Committee.

2.2. When requested by the Executive Committee, the committee reports to the Faculty Senate and/or to the Executive Committee.

Nathan pointed out that BFCC does more than receive charges and report to EC. Charges must be completed/addressed, etc. Language needs to be revised.

**Proposed charges for next year (2022-2023) to be included on year-end-report:**

- Clarification of EAC duties in Code
- Review Code and Bylaws for gendered language.
- Review Code and Bylaws for wording issues discovered when reviewing code this year for inconsistent committee titles.