

Bylaws and Faculty Code Committee
November 14, 2022

Minutes approved November 21, 2022

Members Present: Mary Radeke, Melissa Schiel, Nathan White. Andrea joined to provide brief report.

Guests: none.

Meeting called to order at 4:10pm

Minutes from 11/7/22 approved by committee.

Chair Report

- Distinguished Faculty Award Committee has declined to meet in person and requested that we send our questions to Janet Shields for relay. BFCC will create response, see below.
- Mary spoke with Kara Gabriel regarding CBA questions (Chair elections, recall, and replacement language in Code). More report below.
- Jim Johnson replied to our request for more information regarding BPC description in code. More report below.

EC Report

- EC agreed Sr. lecture should vote for dept senators and NTT should only be voting for NTT senators.
- Andrea will provide rest of EC report at a later date.

Review Charges:

BFCC22–23.07 Consider revising the Budget and Planning Committee description in Code to improve clarity. Timeline: Winter quarter. (Code section IV.D.1.f)

The following language is unclear and may need to be altered or removed: “If the motion passes, the original recommendation shall be considered rejected or amended, and shall not be proposed by the Budget and Planning Committee to the PBAC.”

- Reviewed Jim’s feedback/email.
- Currently Jim reported that BPC does not currently have a representative on PBAC. Appears as though EC Chair and Past-Chair are on PBAC, and BPC recommends striking language because it should *maybe* apply to EC Chair and Past Chair.
- BFCC agreed that we should ask EC if this language should now apply to EC Chair and Past-Chair? If all of section F in Code should change?
- Melissa asked how is communication between BPC and PBAC accomplished now? Through chair and past chair? This is a good question for Jim and BPC and Mark Samples. Nathan pointed out that the way it is now, the Code is not being followed - no representation of BPC on PBAC. The way it is now, the PBAC is basically communicating through Senate via the Senate Chair and Past Chair.
- BFCC agreed that if EC wants BPC to communicate to PBAC through Senate Chair and Past Chair, that should reflect that in the Code.

BFCC22–23.04 Compare CBA and Code language regarding department chair elections and make recommendations for bringing them into alignment. **Timeline:** By the end of Winter Quarter.

- Kara Gabriel recommended discussion of Code Section I.B.1.a and b. Include reference to CBA rather than include duplicate of language in code. This would keep BFCC from having to update Code when collective bargaining results in changes to language in the CBA. BFCC would only need to update any reference to CBA section numbers (if they change) rather than change the Code language.
- This would also be the same for other sections in the Code that attempt to duplicate the CBA. Nathan recommended that we ask Mark for another charge: Review Code for language that attempts to duplicate the CBA and add a reference instead.

BFCC22–23.06 Review feedback and recommendations from the Distinguished Faculty Selection Committee, and consider changes to Code as appropriate. **Timeline:** Winter Quarter.

- BFCC edited letter to address the DFSC’s feedback, committed approved letter by vote (motion made by Nathan, seconded by Melissa, all approved).

5. Adjourned at 5:21pm.

Status Report

BFCC22–23.01 Continue working and moving forward language for the CWUP policy language that strengthens the code and shared governance and that would protect the Senate. **Timeline:** Fall Quarter.

Waiting for EC feedback.

BFCC22–23.02 Consider changes to Bylaws, Section I.C.1 regarding senate representation for departments. **Timeline:** Fall Quarter.

Not yet addressed, waiting on communications from Mark Samples and Provost’s Office.

BFCC22–23.03 Review the Code and Bylaws for “gendered” language (his/her, etc.) and make recommendations for revisions as appropriate. **Timeline:** By the end of Winter Quarter.

Not yet addressed.

BFCC22–23.04 Compare CBA and Code language regarding department chair elections and make recommendations for bringing them into alignment. **Timeline:** By the end of Winter Quarter.

Received communication from EC regarding by proxy and online vote. Mary talked to Kara Gabriel and discussed simply referencing CBA in code rather than restating CBA.

Mary notified EC of discussion, waiting for reply.

BFCC22–23.05 Review the process for departments to conduct elections for senators and make recommendations for updates as appropriate. **Timeline:** By the end of Winter Quarter.

- *For example, Senior Lecturers can currently vote for department chairs, but not department senators. Explore why this is currently the rule, and if Senior Lecturers should be added to senator elections.*
- *Departments are using several different methods, and votes may not be anonymous.*

Andrea will take the following questions to EC:

- **Robert’s Rules definition for secret ballot (to be included in Faculty Code definitions list).**
- **Should Chair election be conducted via secret ballot? Altering this would mean altering CBA. Removal/recall of chairs is done via secret ballot.**

Waiting for EC’s response

- EC agreed to the change in who votes for department senators: Sr. Lectures vote for department senators; lectures only vote for NTT senators.

Faculty Bylaws states that vote should be done via secret ballot, committee members determined that for most colleges and departments, not procedures in place.

BFCC22–23.06 Review feedback and recommendations from the Distinguished Faculty Selection Committee, and consider changes to Code as appropriate. **Timeline:** Winter Quarter.

Waiting for DFSC's response.

BFCC22–23.07 Consider revising the Budget and Planning Committee description in **Code** to improve clarity. **Timeline:** Winter quarter.

Mary sent email to Mark Samples requesting advisement on how to address lack of BPC representation on PBAC and if this changes the overall description of the committee. Mary also sent email to Jim Johnson to ask how BPC is communicating with PBAC (through Senate Chair and Past-Chair?).

Waiting to hear from Mark Samples and Jim Johnson.

BFCC22–23.08 Recommend revisions to Code and Bylaws to improve clarity and fix typos and errors. **Timeline:** Ongoing.

To be addressed later in Winter quarter due to changes/revisions that will occur in Code.

BFCC22–23.09 Review committee procedures manual and update as required. **Timeline:** Approve updated procedures manual by last committee meeting of year.

To be addressed at year-end