

BFCC
January 9, 2023
Minutes approved 1/30/2023

Member present: Andrea Eklund, Mary Radeke, Melissa Schiel, Nathan White.

Guests: None.

Meeting called to order at 4:05pm

Minutes from Dec. 5, 2022 approved with small correction to misspelled words. Nathan made the motion to accept the minutes, Andrea seconded the motion, all approved.

Chair report

- Charge 4. EC wants Code section 1. B. "Election and removal of department chairs" to duplicate the CBA. Mary will edit the code to resemble CBA and will send it out for BFCC's review.
- Charge 6. Distinguished Faculty Awards. EC agrees with us re: 6 years to be eligible for TT/T awards. Create clearer guidelines so that nominees know the scope of the task, and have clarity and transparency around how to complete it. These guidelines should be a separate document, outside of Code.
EC will draft guidelines document and will have BFCC review it.

- Charge 7. BPC committee description. EC wants language in question to be removed from BPC committee description

EC report

Regarding Charge 5 (conducting elections for department Senators and Sr. Lecturers as department Senators) Andrea reminded us that the EC wanted us to check with NTT Senators to see if this would be an option. Mary will contact NTT Senators R. Erdman and L. Harper. Mary will also contact K. Gabriel to ask about WLU for Senator service for Sr. Lecturers. BFCC will put charge 5 on hold until Mary can report back.

Review Charges:

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.*
This charge will be on hold until we have more information from NTT senators and UFC.

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.
Committee reviewed Faculty code and identified gendered language. Mary will create Motion for Senate. Committee will review Bylaws at next meeting.

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

BFCC received feedback from EC and this charge is officially completed. EC will pass along guidelines (instructions for nomination and submission of candidate materials) for BFCC to review at a later date.

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. Mary will compile this Motion for Senate and will email to BFCC for review and approval.

Final note: Hope to have the following on the docket for Feb. BPC committee description charge (charge 7), Election and removal of dept. chairs charge (charge 4), and Senator elections charge (charge 5).

Adjourned at 4:55pm

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.
Review completed. Mary will prepare Motion for Senate.

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 will prepare Motion for Senate and will send to BFCC for review and vote.

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.*

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

BFCC revised language to include only Sr. Lectures voting for dept. Senators, Lecturers only vote for NTT lectures. Mary will contact NTT Senators and Union to find out if this is feasible.

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

EC felt that current eligibility status should stay as is. Charge has been completed. EC will put together guidelines for nominations and submission of materials and will send to BFCC for review.

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?).
[EC requested to have odd language removed. Mary will send Motion to EC for approval.](#)

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