

BFCC  
January 30, 2023  
Minutes  
Approved 2/6/2023

Members present: Andrea Eklund, Melissa Schiel, and Nathan White  
Guests: None.

Meeting called to order at 4:05pm

1/9/23 minutes approved (Andrea made the motion, Nathan 2<sup>nd</sup>, all approved).

Chair report

MR modified department chair election document further – added back in appointed by and term. BFCC voted on this.

Received communication from Ruthie Erdman and Lila Harper re: Sr. Lecturers as Dept senators, discussed with charge **BFCC22–23.05**.

EC report

Andrea reported that President Wohlpart reviewed the CWUP language and approved it.

Reviewed charges:

**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 proposed the addition of one section that was accidentally removed from the language, “Department chairs are appointed upon the joint recommendation of the appropriate Dean and department based on the process established in CBA (CBA section 12.2.1). Department chairs are appointed to a four-year term (CBA section 12.2.2).” Some minor changes were made to the citations back to CBA. Melissa motioned to approve, Andrea 2<sup>nd</sup>, all were in favor.

**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.**

- Committee made minor changes (in some cases reverting back to previous language). BFCC agreed to not include Sr. Lecturers as eligible for department senator and not vote for department senator because they already vote for NTT senators. A separate section was added to clarify NTT as alternate senators (no WLU for this). Committee decided, based on reports from NTT senators (R. Erdman and L. Harper) that Sr. Lecturers would not be eligible to be department senators but could be alternate senators.
- Bylaws language will continue to indicate that the department senator vote will be done via secret ballot (no change).

**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 minor changes to Code from 2021-2022 as well as substitutions for gendered language. The committee ended with “6. Amendment Process”. We will continue with Code review and begin Bylaws review at next BFCC meeting (2/6/2023).
- Nathan identified some typos in Bylaws (we will address these at the next meeting):
  - II.A.2.b Executive Committee should be EC, as EC was established in II.A.1
  - VII.A BFCC and Faculty Code Committee should be BFCC

Adjourned at 5:41pm

### **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.

**Done! Sent to EC on 1/30/23 – hope to have it on Senate agenda by Feb 1 or March Senate meeting.**

**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.

**BFCC will continue to review minor changes in code from 2012 – 2022 to be included with changes to gendered language. Review Bylaws for gendered language. Anticipate presenting at March Senate meeting.**

**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.**

**Done! Sent to EC on 1/30/23 – hope to have it on Senate agenda by Feb 1 or March Senate meeting.**

**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.*

**Done! Sent to EC on 1/30/23 – hope to have it on Senate agenda by Feb 1 or March Senate meeting.**

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

**Charge cancelled.**

**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?).  
**1<sup>st</sup> of 3 readings presented at Senate on Jan. 11, 2023.**

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

**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.**