

BFCC
February 6, 2023
Minutes

Members present: Andrea Eklund, Mary Radeke, Nathan White
Guests: None.

Meeting called to order at 4:05pm

Minutes from 1/30/23 approved.

Chair report:

Mary reported that she received communications from Mark Samples regarding charge BFCC22–23.01 (CWUP new language for Shared Governance), BFCC22–23.04 Election, removal, and replacement of department chairs, and BFCC22–23.05 department elections for senators. BFCC22–23.01 will be submitted for addition to CWUP by EC, BFCC22-23.04 and .05 will appear on the March Senate agenda.

EC report. None.

Review charges:

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 continued reviewing the Code and Bylaws for typos, errors, and gendered language. A number of issues were identified for potential future BFCC charges in 2023-2024 AY and will be submitted to EC. The following is a list of these potential charges:

- Bylaws: Section II Executive Committee, C. Officers, add new 4. Describing duties of the Past-Chair (similar to sections 2. and 3.).
- Bylaws: Section II EC, C. Officers, 3. Chair-Elect, clarify duties. Section currently describes duties as, “The chair-elect shall serve as the liaison between the Council of Faculty Representatives and the EC.”. This is likely an error; the Chair-Elect serves as the BFCC liaison to the EC. Andrea will clarify this with the EC and may be able to be corrected in the Bylaws in time for the March meeting.
- Bylaws: Section VII Additional Powers and Duties of the Senate, D. Senate Hearing (Code Section IV.I), 1. Clarify who can submit a petition. The wording in this section needs improvement and should correlate with Code.

Mary will submit the completed Code review to EC and will wait to submit completed Bylaws until Andrea has inquired about the duties of the Chair-Elect.

Mary reviewed all charges (completed and pending) with the committee. BFCC will plan to meet next week unless no new charges have been sent by EC and no corrections are needed. Committee will review BFCC Procedure Manual and will bring changes/corrections to future meeting (TBA).

Adjourned at 4:58pm.

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. **Complete. 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.
Pending, 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 of Code complete, Mary will submit to EC. Bylaws complete, waiting for response from EC regarding Chair Elect duties (Section II, C. 3.)

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.
Complete. 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.*

Complete. 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?).
2nd of 3 readings presented at Senate on Feb. 1, 2023.

BFCC22–23.08 Recommend revisions to Code and Bylaws to improve clarity and fix typos and errors. **Timeline:** Ongoing.
Code complete. Bylaws complete, waiting for response from EC regarding Chair Elect duties (Section II, C. 3.)

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.