

BFCC
October 16, 2023
Minutes

Meeting called to order at 4:03pm.

Members present: Peter Klosterman, Mary Radeke, Melissa Schiel, Nathan White.

Guests: none.

Chair report: none.

EC report: none.

Review of Charges:

BFCC23-24.01 Review of Code/Bylaws for inconsistent/incorrect committee names and abbreviations.

The committee took the hour to review Code and Bylaws Table of Contents for additions and text for inconsistencies. Mary will email copies of both documents to committee for review of changes. It was discovered that some of the language in Bylaws made last year were not completed. It would appear that many of the inconsistencies in both documents may be clerical in nature. BFCC will discuss this at next meeting.

BFCC23-24.02 Discussion of findings.

The committee was not able to address this during the meeting. Mary will email potential suggestion for language change to committee for their review and to be discussed at next meeting on 10/23/2023.

Adjourned at 5:02pm

Status Report

Green = in progress

Blue = completed

Red = on hold or discontinued.

BFCC23-24.01 Review of Bylaws for all committee titles and abbreviations. **Timeline:**
Fall Quarter.

- Update committee abbreviations and outdated committees/titles.

BFCC additions made to abbreviations section of Code and Bylaws documents. Mary will email edited documents to committee to review. Any changes will be discussed at 10/23/2023 meeting.

BFCC23-24.02 Clarify Bylaws, Section VII D. Senate Hearing, 1. (corresponds to Code IV.H maybe F.4?). **Timeline:** Fall Quarter.

Mary will email proposed ideas for potential language change. Committee will discuss at 10/23/2023 meeting.

BFCC23-24.03 Consult with Evaluation and Assessment Committee regarding whether or not Associate Deans should be added to faculty assessment of deans. **Timeline:** Fall Quarter.

BFCC will need to wait for EAC for this charge.

BFCC23-24.04 Research and identify potential conflicts of interest related to department chairs being senators and consider updating bylaws. **Timeline:** Winter Quarter.

BFCC23-24.05 Rework Code, Section II. 2. College Budget Committees. **Timeline:** Winter Quarter.

- Review for consistency with the new budget model. Specifically, what is the role of the BPC with the new model? (Section IV. D. 1. f. – BPC duties).

BFCC23-24.06 Review CBA and update Faculty Code for alignment. Consider updating faculty code to directly reference the CBA when appropriate for reduced BFCC code updates and clarifying the governing body (i.e. Faculty Senate or UFC) for clearer faculty direction. **Timeline:** Winter Quarter.

BFCC23-24.07 Consider the benefits and drawbacks of adding Non-Tenure Track (NTT) faculty as permanent members of Faculty Senate standing committees. Make recommendations as appropriate. **Timeline:** Winter Quarter.

- NTT faculty make up the majority of our faculty yet have the least say in academic policies and procedures.
- Adding NTT would further strengthen the Faculty Senates equity and belonging.

Mary contacted Kara Gabriel (UFC President) to discuss potential complications with bargaining. Report will be provided at 10/23/2023 meeting.

- BFCC23-24.08 Clarify scope of Faculty Code Section I. B. 2. d. ii. Emeriti use of computer services to assure within state requirement and update code as needed. **Timeline:** Spring Quarter.
- Meet with Stacy Swayze to review the Office of Financial Management state code on emeriti computer use.
- BFCC23-24.09 Review committee procedures manual through an equity lens, including committee functions, processes, and membership. **Timeline:** Spring Quarter.
- Identify existing procedures that incorporate equity and update procedures to align with CWU's mission of equity and belonging.
- BFCC23-24.10 Review committee procedures manual and update as required. **Timeline:** Approve updated procedures manual by second committee meeting of spring quarter.
- BFCC23-24.11 Recommend revisions to Code and Bylaws to improve clarity and fix typos and errors. **Timeline:** Ongoing.
- Review Code and Bylaws for wording issues discovered when reviewing Code during AY 22-23.