

BFCC
October 23, 2023
Minutes

Meeting called to order at 4:00pm

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

Guests: none.

Minutes from 10/16 approved (Nathan second, all were in favor).

Chair report:

Mary reported on her conversation with UFC President (Kara Gabriel) re: BFCC23-24.07 (see below). Question as to whether or not this would be a potential issue in the bargaining process. Kara reported that as long as the CWU administration approved the reimbursement of NTT faculty when they serve on Senate committees, this would not be an issue. She stressed the reimbursement issue. Melissa clarified that we are referring to full-time NTT. Mary agreed that we would need to make sure that that we specify whether or not to consider all full-time NTT or just those with senior lecture status.

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.

EC report:

Peter reported nothing pertinent to BFCC. Peter reported that he had hoped to follow up with EAC liaison regarding the inclusion of Associate Deans with the assessment of deans (BFCC 23-24.03) however the EAC liaison was not present at last week's EC meeting. Peter will follow up on that this week.

Review of Charges

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

BFCC reviewed edited drafts of Code and Bylaws from the 10/16 meeting. Many issues were corrected. Code corrections included, but were not limited to the use of abbreviations after full terms were used (TT/T, NTT, Senate, FLR, "Washington Council of Faculty"). Mary consulted the current FLR (Bernadette Jungblut) and she verified the name should be WA Council of Faculty. Bylaws corrections included the addition of WLU, TT/T (faculty isn't needed with TT/T and NTT), Senate, and FLR.

Bylaws Section VII.E.1 Changes made: Eligible faculty include TT/T ~~tenured and tenure-track~~ faculty, ~~and~~ full-time NTT ~~non-tenure-track~~ faculty, ~~and~~ or those who are senior lecturers.

Note: this and change from “or” to “and” in the above section may require a Senate vote.

Melissa brought up the issue that for the **Senate Hearing section (Bylaws VII.D.1)** the section referred to in Code does not define eligible faculty (Code IV.F.3) for Senate hearings (Code IV.F.3 refers to Referendum). BFCC decided to add a section defining eligible faculty to Code IV.F.4 rather than refer to Code IV.F.3. BFCC discussed adding a section referring to ‘eligible faculty’ at the beginning of the Code and Bylaws but this may be problematic because eligible faculty may change depending on the issue being voted on. BFCC agreed to define eligible faculty for the Senate Hearing sections in Code and Bylaws.

Nathan - clarification of the capitalization of senior lecture.

BFCC will do a final review of Code and Bylaws for any other outstanding issues at the 10/30/2023 meeting.

Note: Many changes may be clerical in nature and will not require a vote in Senate. Mary will check with Janet when the edits are complete.

BFCC23-24.02 Discuss possible rewording of Senate Hearing (Code Section IV. F. 4) and corresponding Bylaws section.

BFCC discussed possible alternative wording to this section. Nathan brought up the point with the proposed language that the intent had changed. In original language, the statement, “... petition filed with the chair of the Senate...”, proposed language was restated to, “...petition filed with the EC”. Mary consulted the Senate Chair (Andrea Eklund) and it should stay as “... petition filed with the chair of the Senate”. Peter will double check this with EC. Peter also brought up that petitioners can submit or representatives can submit the petition. This was corrected in the proposed change sent to BFCC on 10/23/2023.

BFCC will further review proposed language at the next meeting.

Meeting 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.

More additions and corrections made to abbreviations section of Code and Bylaws documents. Mary will email edited documents to

committee to review. Any further changes will be discussed at 10/30/2023 meeting.

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

Proposed language reviewed with some corrections. Mary emailed changes to BFCC and we will discuss language at 10/30/2023 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 was 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.