

BFCC
October 30, 2023
Minutes

Meeting called to order at 4:06 pm

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

Minutes approved from 10/23/2023 (motion to accept minutes from 10/23/2023 as written, Peter second, all approved.

Chair report:

Senate hearing section (charge BFCC23-24.02), Mary clarified with Senate Chair (Andrea Eklund) that petitions should be sent Senate Chair, not EC.

EC report:

- Peter elaborated on why petitions for senate hearings should go to Senate Chair and not EC: Depending on the nature of the petition, sometimes the petition should be sent to one of the ad hoc committees and not specifically EC. The Senate Chair will then decide where the petition should be sent.
- Update on EAC progress with the decision to include Associate Deans in the faculty assessment of deans (BFCC23-24.03). Peter reported that the EAC has not started the discussion of including Associate Deans in this assessment. Associate Deans across campus have a number of different roles and EAC is waiting to get position descriptions of all associate deans to try to identify a common core or theme between the deans that could be assessed on/in one form. Peter predicted that we will not hear from EAC until later in the quarter at the earliest. Mary asked at what point in the year when the assessment for deans goes out. Peter thought that the assessment is scheduled to go out spring quarter. Mary stated that this would give us enough time to prepare the motion for Senate during winter quarter.

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 additional changes for Code: WLU (abbreviations), AA (does not appear in document - removed). Faculty Rights and Responsibilities – E.4. Academic Affairs policy – only appears once, should not be abbreviated. Clarification of Faculty Senate Faculty Code (official title of Code) in Disclaimer. Shared Governance – “this Code” or “the Code”, remove “faculty” and use “the Code”. Numerous additions and deletions of commas. “The Code” is used interchangeably with “this Code” throughout the Code. It should be “the Code”. Section 1 Faculty A. Faculty Defined - “the Code”. Mary will correct throughout the document. Omitted faculty when appears with Code throughout. Section II Emerit Faculty Appointments 2. Added BOT. G. External Senate Procedures, D. Complaint Process, iv. Brackets around EC should be deleted. G.1.

Complaint Policy and Procedures, a. obligations change “the university” to CWU, change all “the university” to CWU (?). Vote of No Confidence, remove brackets around EC and delete Senate. BFCC voted on the motion to accept all changes to the code document, all in favor.

1. Bylaws changes: WLU capitalization in abbreviations. E.3. remove “or” in “Such a replacement for a tenure-track/tenured (TT/T) ~~and tenured or tenure-track (TT) senator~~”. Section VII.E.1. “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.” Remove “... or those who are”. Mission Statement – can we change and remove to say, “The Faculty Senate of CWU acts for and on behalf of the university’s faculty with respect to all academic matters and issues related to the intellectual life of the university. In a university community that declares in its mission that it “values teaching as the vehicle to inspire intellectual depth and breadth, to encourage lifelong learning, and to enhance the opportunities of its students,” the Senate is committed to enabling faculty to provide quality academic programs...” If the Mission statement is linked to another source/parent document, we can’t change it. Mary will ask Janet. Abbreviations: changed Code to “Central Washington University Faculty Senate Faculty Code ~~of the~~”. Page i. changed to “CWU Faculty Senate Faculty Code” to be consistent with abbreviations list. Faculty Senate Bylaws - change to “The CWU Faculty Senate Bylaws (Bylaws)...”. BFCC voted to accept all changes in Bylaws. BFCC opted to have Mary send to Janet for a decision about clerical vs. non-clerical changes.

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

Melissa posed the question of what “filing with the Senate Chair” meant. What is the purpose of a senate hearing? Is there a way to get clarification of the procedure for a senate hearing? Is the petition filed via email, writing? Convey information vs. correct information? What is a hearing vs. an action item? Nathan stated that a petition can be brought by non-senators. Peter proposed reorganization of the Senate Hearing section. Mary will get Janet’s response to these questions. The committee discussed the following reorganization for this section in Code:

Faculty who wish to present at Senate, request Senate action, or propose policy changes on any matter within Senate jurisdiction may do so if both of the following criteria are met:

- The petition must be sent to the Senate Chair in written form,
- at least ~~No less than~~ ten (10) eligible faculty (TT/T, full-time NTT, and/or senior lecturers) must lend their support to the ~~may, by written petition filed with the Senate Chair, address the Senate in order to convey information, request Senate action, or propose policy changes on~~
- ~~any matter within Senate jurisdiction.~~
- ~~Eligible faculty include TT/T faculty, full time NTT faculty, and senior lecturers.~~

Petitioners may file the petition themselves or select a representative to file the petition. Petitioners do not have the power to advance motions (reserved only for senators) or to compel the Senate to act on any matter raised. Anonymity cannot be guaranteed.

Nathan asked who can file the petition and who a representative could be. Mary will ask Janet about this.

BFCC opted to wait vote on this language until after Janet has responded to our questions.

Adjourn at 5:09pm.

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 made final corrections to Code and Bylaws. Mary will send to Janet to clarify clerical vs. non-clerical changes.
- BFCC23-24.02 Clarify Bylaws, Section VII D. Senate Hearing, 1. (corresponds to Code IV.H maybe F.4?). **Timeline:** Fall Quarter.
- BFCC made organizational changes to Code Senate Hearing section and will send questions to Janet. BFCC opted to wait to vote on changes until Janet's responses are received.
- 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.
- On hold: BFCC will need to wait for EAC for this charge. May not be until later in fall quarter.
- 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.