

**REGULAR MEETING**  
**Wednesday, October 6, 2021, 3:10 p.m.**  
**Zoom**  
**Draft Minutes**

Meeting was called to order at 3:10 p.m.

**CHANGES TO AND APPROVAL OF AGENDA Approved**

**Motion No. 21-01(Approved, 1 abstention):** Adoption of 2021-22 Operating Procedures/Roberts Rules of Order attached as Exhibit A.

**MOTION NO. 21-02(Approved): APPROVAL OF MINUTES** of June 2, 2021

**CWU CARES/COVID-19 Emergency Funds – Joy Stochosky** - Joy showed some of the CARE funds and how they are made available to students. Students have been hesitant to respond to the emails thinking it is spam or a scam. Sunday the 10<sup>th</sup> is the deadline for students to submit. They are working to set aside some of the \$7.2 million for winter. There is not a lot to the affidavit. Students won't have to pay it back, even if it is found out later they were not eligible. Joy shared the student emergency plan FAQ document. If faculty encounter students who are having significant financial stress and meet the criteria please contact Joy's office. This would be additional funds not associated with the affidavit process. 3,100 affidavits have been filled out at this point. Students now have a virtual resource through Wildcat Care. This resource doesn't replace the student medical or counseling center. This is supplemental, is free, and available 24/7. Joy also provided the Beyond the Food pantry handout.

**COMMUNICATIONS** - None

**INTRODUCTIONS/ORIENTATION** – This year, we have two new members of the Executive Committee: Representing COTS, Hope Amason, from Anthropology and Museum Studies and Representing CAH, Michael Goerger, from Philosophy and Religious Studies.

Since this is our first meeting of the academic year, it would be helpful to have everyone introduce themselves. We are conducting the meeting via Zoom. Therefore, to be efficient with our time, I would ask Janet to call your name. When she does, please give your name and department/unit/program that you are representing here at the senate.

Since many of our Senators are returning from last year, I just wanted to do a very brief overview of the function of Faculty Senate.

Faculty Senate is a key pillar in shared governance at Central Washington University. It is the main vehicle that we have to represent faculty voice at this University. Faculty Senate is a representative body that allows us to take issues back to our individual departments, discuss them, and bring the key information and feedback back to the representative body where we can make decisions.

In order for a representative body like this to function properly – and represent the faculty voice – it is critical that we do three things:

- (1) Carefully read the information, motions, and reports provided before the meeting.
- (2) Take any issues, conversation, or information from the Senate meetings back to our departments and share this information

(3) As Senators, understand what our departments are thinking and bring that back to the Senate so those views can be represented.

(a) request time at faculty meetings or find other ways to share the information and gather feedback with your department.

In addition to the Senate itself, we have six Standing Committees: (1) Bylaws and Faculty Code; (2) Academic Affairs; (3) General Education; (4) Curriculum; (5) Budget and Planning; (6) Evaluation and Assessment.

These committees will be bringing various motions or other action items to the floor of the senate, and will have reports throughout the year to inform you all of their work.

We also have a Faculty Legislative Representative position in faculty senate, whose tasks include working with other state university's reps on legislative bills and initiatives that involve higher education.

It is critical that this information is taken back to departments, shared with faculty, and thoughts, feedback and positions are brought back to the Senate.

A "Senate-at-a-glance" document that details the structure of faculty senate and information regarding committee chairs with contact information was sent to all senators along with today's agenda.

For us to be able to get Senate Business completed, we will use Roberts Rules of Order (12<sup>th</sup> Edition). A handout summarizing Parliamentary procedures was also emailed to all senators along with today's agenda. Please review this information so that we can effectively and efficiently work through senate meetings.

**SENATE CHAIR REPORT** – Chair Lyman thanked everyone is excited to work together to achieve great things this year. Greg also thanked senators, as our senate here at CWU is strong and greatly important to the shared governance of the institution.

Chair Lyman welcomed our new president, Dr. Jim Wohlpart to his first Faculty Senate meeting at CWU, welcome President Wohlpart!

The Fall Planning Committee and Task Force worked diligently throughout the summer developing policies and procedures for our safe return to campus this fall. The committee members are to be commended and Senate is appreciative of the shared governance charge provided by President Wohlpart. A Faculty FAQs webpage was developed that covers answers to many common questions, including suggested syllabi language developed by the EC and Task Force. If there are further questions, please reach out myself or one of the other faculty representatives on the task force.

The Antiracism, Diversity, and Inclusivity Task Force worked over the summer considering proposal options for an antiracist/or race and ethnicity graduation requirement for undergraduate students. As you may remember from the June 2<sup>nd</sup> meeting, the Senate approved a motion to add this graduation requirement effective Fall 2023. This helps CWU meet one of the requirements set forth in Senate Bill 5227 from the State Legislature. The task force will continue working on the details of this requirement throughout this academic year utilizing broad consultation amongst all constituents.

General Education: Broad consultation will occur at all levels to discuss and determine the best path forward regarding the administration of the General Education program. The new General Education Assessment coordinator will also be reaching out to all constituents for input which can help guide improvements in the framework and curriculum.

Assessment: A new assessment steering committee will help guide the assessment processes at CWU, including the General Education assessment. As a reminder, CWU's regional accreditor NWCCU will be visiting in the spring for their interim review.

Vision, Mission, and Strategic Plan: President Wohlpert created a planning committee and task force that will consult with the campus community regarding the development of a new vision, mission, and strategic plan. Please make sure that your departments and constituencies are involved in this very important process that will help guide the future of CWU.

The Senate committees are already hard at work developing plans for addressing the charges they've been given from the Executive Committee (EC). While there are many items to address, I'm excited for the opportunities to work together on finding solutions and I really appreciate everyone's efforts on these initiatives.

The fall Board of Trustees Meeting will occur on October 21-22, and portions of the meeting will be streamed at [media.cwu.edu](http://media.cwu.edu). The full agenda can be found on the BOT webpage.

**FACULTY ISSUES** – Chair Lyman reported updates and answers for faculty issues that were brought up at the June 2, 2021 meeting.

1. A concern about faculty needing to utilize their own devices for the multifactor authentication system was raised. Greg confirmed that Information Services does provide “MFA Tokens” for logging in to CWU systems. He received one to test its functionality and have found it to be a suitable solution for the MFA process without needing to use a personal device. If you would like to obtain an MFA token please submit a ticket request through the helpdesk. Feel free to contact Chair Lyman with any questions about this.
2. A concern about faculty-produced OER content and its inclusion in faculty evaluation was raised. The Executive Committee has charged the Evaluation and Assessment committee with investigating this issue this year.
3. A concern about access to statistical software was raised, so he reached out to Information Services to gather information. While CWU no longer has a site license for SPSS, there are a couple free statistical software packages that they have assisted faculty with obtaining, one called “R” and the other called “JASP”. Information Services is open to feedback and suggestions as well so please contact them.
4. A concern about the emergency pass/fail wording being vague was raised. As a reminder the emergency pass/fail grading option ended last spring, but the policy language does still exist for enacting in future emergencies. As we move forward, I am happy to work with the Executive Committee and the Academic Affairs Committee (AAC) on addressing any vague elements of the wording, so please contact Chair Lyman with any suggestions you may have.

Senator Bisgard expressed concern about the computer replacement policy and amount of money available. Anything above \$1,000 will have to come from department. If faculty could save up faculty development money over the years, it could be utilized to help replace computers.

Senator Lindsey expressed concern over COVID protocols and how things seem to be interpreted by different groups on campus. Students who do not have approved vaccinations or exceptions thought they would be removed from classroom, but now we hear this won't happen until winter quarter. Students who have been exposed are advised to go back to class before they are tested or awaiting the results.

Senator Ahn brought forward some concerns about the inclusive access works. The charge is automatically applied to the students account, if students don't opt out of the inclusive access. It should be an opt in choice. Inclusive access only allows one edition that is selected. If a more recent edition is available, it should also be available to students.

Senator Goerger indicated that it would be great if faculty could see what the electronic version of required text or reading product is going to be provided to the students earlier. Senator Goerger indicated in one of his courses it was a really bad eBook. He had signed up for it because the first book was good.

Senator O'Brien indicated that students are not being dropped after the add drop date. This has been an issue for those that had wait lists.

**STUDENT REPORT – ASCWU Rachel Madelia** – The council of probity oversees the operation of the Associated Students of CWU, considers governing documents including the by-laws and constitution. The council, along with the elections commission, are typically filled during spring quarter. Last spring there were not enough students that expressed interest to fill either council. There are still two vacant positions in the elections commission. If faculty have a student in mind, please have them contact Rachel [ASCWU.ExecutiveVicePresident@cwu.edu](mailto:ASCWU.ExecutiveVicePresident@cwu.edu). Rachel indicated that one of her tasks of this year is reforming the elections process to include student senators, along with the Board of Directors, BOD, positions. As representatives of the student voice, these positions should be voted on by students, rather than hired by the student senate speaker. Another task this term is to elevate the student demand for a sustainability focus at CWU. Sustainability is not limited only to an environmental focus; it also includes both a social and economic component. An important social sustainability issue that the ASCWU has been advocating for over the past 10 years is a Center for Cultural Innovation, or CCI. As the most diverse higher education institution in the state, with 35% students of color, the ASCWU advocates that CWU should have a space dedicated to these students. More along the traditional environmental sustainability route, the Student Senate will also promote student demand for a Sustainability Project Fund. We are fortunate as a student base to have access to Wildcat Care 365, which provides 24/7 care. Even so, mental health for everyone, including students, should be a priority. The ASCWU President and Vice President, Madeline Koval and Geoffry Odoch have been working to fill each of CWU's committees with student representatives. There are still 7 committees with vacant positions, including the elections commission, Academic appeals committee, evaluation and assessment committee, and the general education committee. After the elections commission is filled and the Student Senate can be hired, many of those positions will be filled, considering that each Student Senator is required to serve on at least one committee for the year. There are several events planned such as the Get Out to Vote Drive, October 19<sup>th</sup>, 21<sup>st</sup>, and 28<sup>th</sup>, from 5-7PM in SURC 135 and the Student Engagement Hub, November 1<sup>st</sup> and 2<sup>nd</sup> from 12-8PM in SURC Ballroom (215).

**OLD BUSINESS** - None

## **REPORTS/ACTION ITEMS**

### **SENATE COMMITTEES:**

#### **Executive Committee**

**Motion No. 21-03(Approved: 42 yes, 2 no, 1 abstention):** Nominations for the 2021-22 Faculty Senate Parliamentarian. Nominees: Elvin Delgado, Geography, fall quarter and Mark Samples, Music, winter and spring quarter.

**Motion No. 21-04(Approved: 42 yes, 3 abstentions):** Ratify 2021-2022 committee nominees as outlined in Exhibit B.

### **Academic Affairs Committee**

**Motion No. 21-05(Approved):** Recommends amending the committee procedure manual as outlined in Exhibit C.

Josh Welsh reported the committee has three committee charges that are related to holds. They will be looking at the way advising is structured in policy and how that impacts holds. The committee will be looking at changing academic status language. They will be collaborating on the ADI curriculum component, and revising academic dishonesty language. The committee will also be working on the disruptive behavior policy that Senate approved last year, but was sent back by administration for revisions.

**Budget and Planning Committee** – See written report

**Bylaws and Faculty Code Committee** – See written report

**Antiracism, Diversity, and Inclusivity Task Force** – The committee was allowed to continue their work over the summer and will work throughout this academic year. They have researched other institutions to get ideas and will be reaching out to faculty to get feedback on the model proposed. The ADI requirement will not increase cost, add time to graduation and be as inclusive to all students. Currently looking for a CEPS representative to serve on the task force.

**PRESIDENT** – President Wohlpart indicated he has been doing a lot of listening and meeting with a number of groups, community, and legislators. Listening to our alumni and students, there are a lot of stories on the impact of the faculty and staff on campus. One former student indicated that a faculty member in a technical writing course recognized the students work and that student felt seen at CWU. This alumni may now be a donor to CWU. Central is working to eliminate racism at CWU. There will be opportunities for training and will be using an equity score card. The vision/mission survey has been sent out. President Wohlpart reported they want to create a strategic plan that will take Central in the direction of that vision/mission over the next 20-30 years. He asked that everyone be involved in the process. The State of the University will be Wednesday, October 20 at 11:00 a.m. There will be space for approximately 130 selected people to attend in-person. The address will be also be streamed live. The last 20 months has been challenging. We are not on the other side of COVID yet. Based on some of the faculty concerns, we are not done with how we are handling COVID protocol. President Wohlpart expressed his concerns as well about the mental health of our students as we move forward.

**PROVOST** – Provost DenBeste thanked the faculty for the work they have done over the past year-and-a-half. We will have to continue to adapt to new COVID directives. We know we are living in really complicated times and it is going to take everyone to keep moving forward. The Provost Diversity Council has selected two books for the year. Reclaiming the Reservation, and Black Girl Dangerous. The Library is already starting to plan events. Faculty are encouraged to arrange events around these two books. Provost DenBeste recognized the work of the COVID Task Force that met over the summer. Collaboration, consultation and shared governance is key. Due to the work they did, we were able to start the year successfully. Working on the NWCCU mid-cycle review. They are working on the outcomes. Some may not exist, and others may not be known by the

department that are teaching those programs and courses. Provost DenBeste will be talking with the Board of Trustees and faculty about high impact practices.

**CHAIR-ELECT** – There will be an Open Executive Committee meeting next Wednesday from 3:00-4:00 p.m. via Zoom. This is an opportunity to speak with the EC. Zoom link will be sent out to faculty next week. Distinguished Faculty nominations will be due December 1<sup>st</sup>.

**NEW BUSINESS** - None

Meeting was adjourned at 4:33 p.m.

## **Exhibit A**

2021-22 Faculty Senate Operating Procedures:

Robert's Rules of Order Newly Revised, 12th Edition (ISBN-13: 978-0306820205) will be the accepted authority for procedural operations. The senate's bylaws take precedence over Robert's Rules of Order.

Committee reports will be automatically accepted. If there is an action item that a committee desires to submit with any report, it is to be separately stated as a motion and the motion will then come before the senate for discussion and debate. The committee will be asked to submit a report and written copies of any motion or action that it would like to have taken.

Committee reports and motions shall be submitted to the Faculty Senate office by noon on the Tuesday of the week preceding the senate meeting in which action is expected. This policy allows for the timely posting of the meeting agenda. All committee motions submitted for action by the senate must be accompanied by an abstract-size plain English summary stating the content, reason for the proposal, and intended effect of the motion. This summary will be sent to the faculty prior to the initial Senate meeting in which the motion will be considered for adoption. As a general rule, substantive committee motions that do not accompany the agenda will not be discussed and voted on until a subsequent meeting. An extended agenda will be sent to all Senators, who shall give it to their Alternate if they are unable to attend the meeting.

Concerning discussion rules, senators will use the procedure of seeking recognition from the Chair if they want to speak to an issue. Speaking without Chair recognition is out of order. Discussion on arguments for and against the issue will be alternated. A visitor will be given recognition if the floor is yielded by a senator. If no senator desires to speak and a visitor would like to make a point, the Chair may recognize the person. A visitor will be recognized if a preliminary request is made to the senate office for an opportunity to speak or if the Chair invites a person to speak.

## Exhibit B

<b>Committee</b>	<b>Faculty Member</b>	<b>Department</b>	<b>Term</b>
<b>Bylaws and Faculty Code</b>			
1 faculty senator vacancy	Vacant		9/16/21 – 6/14/24
1 faculty senator vacancy	Vacant		9/16/21 – 6/14/23
<b>Budget and Planning Committee</b>			
1 CEPS vacancy	Vacant		9/16/21 – 6/14/24
<b>Curriculum Committee</b>			
1 CAH faculty vacancy	Jeff Dippmann	Philosophy & Religious Studies	9/16/21 – 6/14/24
1 LIB faculty vacancy	Wendy Spaček	Library	9/16/21 – 6/14/24
<b>Evaluation and Assessment Committee</b>			
1 CB faculty vacancy	Vacant		9/16/21 – 6/14/24
<b>General Education Committee</b>			
1 CEPS faculty vacancy	John Choi	ETSC	9/16/21 – 6/14/23



## Exhibit C



**Number (if applicable):**

**Title of Section: Academic Affairs Committee Procedures Manual**

**New**  **Revision**

**Summary of changes:**

Proposed changes to AAC procedures manual:

In section 1, the description of voting and non-voting membership is clarified.

In section 2, the process for electing chair is moved to Spring to facilitate workload planning.

**Justification of changes:**

The committee is asked to review the proposal manual each year. The suggested changes are intended to bring the procedure manual in line with de facto committee procedures.

**Budget implications:**

None

## Academic Affairs Committee Procedures Manual

1. The Academic Affairs Committee shall be concerned with the study and improvement of academic standards, academic policies and regulations, and academic organizational structures. The committee shall review and recommend changes to academic policy (section five of the CWU Policies manual, Academic Policies). It shall perform other duties as may be requested by or approved by the Senate Executive Committee. The membership of the Academic Affairs Committee shall consist of eight (8) voting members and four (4) non-voting members.

Voting members will be made up of two (2) faculty from each college with the exception of the Library;

Non-voting members will be drawn from the following campus stakeholders:

- ~~One~~ (1) student selected by ASCWU
- ~~One~~ (1) ~~ex-officio non-voting~~ representative of the Provost
- One (1) representative of the Registrar
- ~~and the chair of the One (1) representative of the~~ Academic Department Chairs Organization (ADCO) ~~as an ex-officio non-voting member.~~

### 2. Responsibilities of the committee

- 2.1 The AAC will consider charges and requests for additions, deletions, and/or changes to University academic policy from the following sources:
  - 2.1.1 The Faculty Senate Executive Committee
  - 2.1.2 Academic and non-academic deans and departments
  - 2.1.3 Other faculty committees operating in academic areas of concern
  - 2.1.4 AAC members as representatives of their respective constituents.
  - 2.1.5 Faculty members at large as is appropriate and necessary
- 2.2 Reports from the AAC will take the form of:
  - 2.2.1 Recommendations and motions to the Faculty Senate Executive Committee for additions, deletions, and/or changes to University academic policy.
  - 2.2.2 Responses to the source of a request regarding final decisions and recommendations for additions, deletions, and/or changes to University academic policy.

### 3. Process for election of the committee Chair

- 3.1 Nomination process: The AAC Chair for the following year will be elected in the Spring quarter. The previous AAC Chair or designee will accept nominations for AAC Chair from AAC members at the first meeting of the ~~academic year~~Spring quarter.

- 3.2 Election process: If there is only one nominee, the election can be held by voice vote. If there is more than one nominee, voting will be held by secret written ballot; ~~otherwise by voice vote.~~ The newly elected Chair will take office ~~immediately upon election~~ at the first meeting of the following Fall quarter.

#### 4. Responsibilities of the AAC Chair

- 4.1 Ensure that the AAC's responsibilities, outlined in Section 2, are met
- 4.2 In collaboration with AAC members, determine meeting days, times, and location (typically meets 2<sup>nd</sup> and 4<sup>th</sup> Thursday 3-5 p.m.)
- 4.3 Manage the AAC meetings
  - 4.3.1 Call meetings
  - 4.3.2 Set agenda for meetings
  - 4.3.3 Preside over meetings
- 4.4 Manage the AAC workload.
- 4.5 Ensure that meeting minutes are taken and handled appropriately.
  - 4.5.1 Ensure that minutes are taken either by the recording secretary, or, if the recording secretary is not present, assign an AAC member to take minutes.
  - 4.5.2 Review draft minutes submitted by the recording secretary or assigned AAC member, and suggest revisions as necessary
  - 4.5.3 Forward the revised draft minutes to the AAC members for review and approval
  - 4.5.4 Ensure that AAC approved minutes are sent to the Faculty Senate Office
- 4.6 Liaise between the AAC and the Faculty Senate
  - 4.6.1 Report to the Faculty Senate on the work of the AAC as requested.
  - 4.6.2 Report to the AAC on any Faculty Senate work relevant to the AAC.
- 4.7 Liaise between the AAC and the Faculty Senate Executive Committee
  - 4.7.1 Provide the Faculty Senate Executive Committee with timely written and oral communications as needed regarding the committee's work and concerns.
  - 4.7.2 Prepare and present motions to the Faculty Senate Executive Committee for consideration
  - 4.7.3. Prepare and present the AAC's annual report to the Faculty Senate Executive Committee.
- 4.8 Collaborate with other Senate and University committee chairs (as needed)
- 4.9 Prepare and send evaluative letters of committee members regarding participation

5. Responsibilities of the recording secretary.
  - 5.1 Prepare meeting minutes, to include meeting date and time, names of attending and absent members, and motions as approved by the AAC, start and end times
  - 5.2 Forward draft minutes to the AAC Chair for review, and make revisions as necessary.
  - 5.3 Forward an electronic AAC approved minutes to the Faculty Senate Office
  - 5.4 Arrange location of meetings, and any equipment needed for telephone connections or presentations
  
6. Responsibilities of the AAC members
  - 6.1 Attend AAC meetings
  - 6.2 Participate actively in carrying out the AAC's responsibilities as listed in Section 2

## ARP HEERF III Emergency Funding Application FAQs

### **What is ARP HEERF III Emergency Funding?**

The American Rescue Plan (ARP) Act makes emergency financial aid grants available to eligible students experiencing exceptional need. If approved for funding, students can apply grant monies towards their CWU cost of attendance and/or toward other emergency costs that have arisen as a result of the coronavirus.

### **How is this application different from previous CARES/HEERF applications?**

This is not an open application for the whole campus. This application will be by staff/faculty referral only and is intended for students in critical need. There will still be an open affidavit process for all students in coming quarters. Students should only be referred to this application if they are not eligible for the affidavit process, the affidavit has closed and they are experiencing an emergent need, or their need is greater than the funds available through the affidavit.

### **How do I refer someone?**

First, please verify that the student is experiencing an exceptional need that is related to the coronavirus (e.g. academic costs, childcare costs, food insecurity, healthcare costs, housing insecurity, travel costs related to death/illness of a loved one, loss or reduction of employment for the student or a family member). You can then contact any member of the Emergency Funds Team by email:

- Case Management:
  - Joy Stochosky [Joy.Stochosky@cwu.edu](mailto:Joy.Stochosky@cwu.edu)
  - Gretchen Geltemeyer [Gretchen.Geltemeyer@cwu.edu](mailto:Gretchen.Geltemeyer@cwu.edu)
- Counseling Services:
  - Cindy Bruns [Cindy.Bruns@cwu.edu](mailto:Cindy.Bruns@cwu.edu)
- Disability Services:
  - Wendy Holden [Wendy.Holden@cwu.edu](mailto:Wendy.Holden@cwu.edu)
- Diversity and Equity Center:
  - Katrina Whitney [Katrina.Whitney@cwu.edu](mailto:Katrina.Whitney@cwu.edu)
- University Centers:
  - Mishel Kuch [Mishel.Kuch@cwu.edu](mailto:Mishel.Kuch@cwu.edu)
- University Foundation:
  - Aubrey Rigby [Aubrey.Rigby@cwu.edu](mailto:Aubrey.Rigby@cwu.edu)

**Please include the student's full name, student ID, and CWU email address.** The Emergency Funds Team member will assess the student's eligibility for emergency funds and grant the student access to the application if they are eligible.

### **Does the student need to be currently enrolled?**

No. Students can apply for these funds as long as they have been enrolled for at least one quarter since March 13, 2020 and have not graduated. Future students that have not yet attended CWU are not eligible.

Examples:

- Student is currently enrolled: Eligible!
- Student was enrolled in Spring Quarter 2020, did not graduate, and has not re-enrolled: Eligible!
- Student was enrolled in Spring Quarter 2021 and graduated: Not eligible.
- Incoming student is enrolled for the first time next quarter: Not eligible.

### **How much funding can a student receive?**

The amount for each student will be dependent on the description and documentation of the student's individual need(s). However, the maximum award amount is \$3,000.

### **How long will it take for the student to receive their results?**

Application processing times will be dependent on the number of applications received. Results may take up to eight weeks. Students will be notified of the results of their application to their CWU email.

### **What is required of a student during the application process?**

- Confirm their eligibility
  - Enrolled at least one quarter since March 13, 2020
  - Have not graduated
  - Are experiencing a current need for emergency assistance
    - *As a result of the coronavirus*
    - Towards CWU cost of attendance and/or other emergency expenses
- Describe their need(s)
  - Provide a specific amount of funds they are requesting
  - Provide a breakdown of needs and how they add up to the amount requested
  - Describe how these needs were impacted/caused by the coronavirus
  - Provide documentation (emails, bills, screenshots, etc.)
- Indicate what other steps they are taking to address their needs

### **What other resources are available to students in need?**

Please check out our [Student Resource Guide](#), which is full of resources on campus and in the community. Each student that completes the emergency funding application will also be sent a copy of this guide to their CWU email.

# Beyond the Food Pantry

## Student Resources in Challenging Times

Brought to you by: CWU Office of Case Management

Enclosed in this guide is resource information you may find helpful during your time at Central. During your college career perhaps, you may find yourself in a situation where you need assistance with finances, housing, reducing your bills, or other issues. The Hope Center, part of Temple University has created this guide that provides easy access to websites and organizations and includes helpful hints to make your college experience easier. Take a few minutes to check out the enclosed guide and share with friends and/or family. We all need a little help sometimes and this information may help make life a little easier for you.

Included in this guide:

- [HOW TO GET MONEY](#)  
Taxes, unemployment, financial aid, scholarships, etc.
- [HOW TO REDUCE YOUR BILLS](#)  
Utilities resources, federal assistance programs, payment plans, student loans, budgeting tools, federal/state food assistance programs
- [HOW TO FIND A PLACE TO LIVE](#)  
Specialized student support services within CWU, state & federal assistance programs, HUD assistance, eviction prevention support, cold-weather resources & recommendations, rental assistance
- [HOW TO PROTECT YOUR HEALTH](#)  
Getting & maintaining health insurance, federal/state assistance programs, COVID-specific vaccine access & testing resources, mental health &/or addiction supports, resources for students with dependents

If, after reviewing this guide you are still seeking assistance, information, or resources, reach out to CWU's [Office of Case Management](#).

- Self-refer by completing a [Behaviors of Concern report](#) and selecting 'Case Management' as the report type.
- Call the Office of Student Success at 509-963-1515 and ask to be connected to a CWU Case Manager.

\* "Beyond the Food Pantry" is not a CWU-generated resource. All links and references have been vetted as of July 2021. The Hope Center has given full permission for the circulation of this resource in hopes that college students nation-wide can find additional help from this information. This document does not guarantee access to resources and is to be used solely as an informational guide. Additional information about resources available to CWU students at the Ellensburg campus have been added. You will find this information centered and in italics.

View the original [Hope Center guide](#) and explore additional Hope Center resources.

# BEYOND THE FOOD PANTRY

## A #RealCollege Guide for Students

Originally Published by: Hope Center, Temple University (April 2019)  
Revised & updated June 2021 by CWU staff from the Office of Case Management, Diversity & Equity Center (DEC) and Disability Services

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Dear college student,

While the stress and uncertainty of the pandemic is still a reality during this semester, we want to let you know that you are not alone. Your needs are legitimate, and you deserve support. This guide addresses common needs that college students experience and offers resources. We also urge you to seek support from your college or university. We want you to be healthy and continue your education. We believe in you.

The Hope Center Team

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### HOW TO GET MONEY

#### **File taxes (if you can)**

- As a student you may be able to [get a tax refund up to \\$2,500](#) (even if you did not work last year). “Tax Day”, the deadline to file your taxes, changes each year so please be sure to check the date before you file. You can file electronically using the [IRS Free File tool](#) or get free assistance at a [Volunteer Income Tax Assistance \(VITA\)](#) site (check if your college offers this support). Consider [direct deposit](#) to receive your refund as a fast, reliable, and secure method.
- The IRS offers an [Interactive Tax Assistant](#) that helps you identify if you qualify for different [tax credits](#) and if any of the scholarships or grants that you may have received, are taxable.
- The benefits of filing taxes include having key information to complete the financial aid application through [FAFSA](#), as well as access to high priority consideration to receive stimulus relief funds.
- If you file taxes with a qualifying child under the age of 17, you may be eligible to obtain a \$2,000 tax credit (per child). This [tool](#) can help you determine if you qualify for the child credit.



- If you did not receive the full Economic Impact Payment (i.e., stimulus relief funds) you may be eligible to claim the Recovery Rebate Credit. Based on your eligibility, you may receive a total of \$1,800 (Phase 1 - \$1,200 and Phase 2 - \$600) in relief funds. Unfortunately, if someone claimed you as a dependent on their tax return you are not eligible for either distribution phase of the stimulus dollars.

### **If you lost your job**

- You may be eligible for [unemployment insurance](#). You can [research the requirements](#) and file a claim if you think you are eligible with your state's Department of Labor. If you need help, connect with your college's student support services office or do a quick web search for help available in your area. If approved, you may receive a temporary wage replacement that is less than what you would normally be paid. The CARES Act allowed for people who were not traditionally available for unemployment to meet some of the requirements, and these were extended by the Consolidated Appropriations Act, which passed in late December. If you have questions about what this means, the Century Foundation provides an [explanation](#) of the Pandemic Unemployment Assistance program. Dates and deadlines are subject to change.
- Check your financial aid package to see if you are eligible or approved for work-study. Your college may offer remote and in-person opportunities that will allow you to get paid potentially help secure other assistance, like food stamps.

To find out about openings, ask a financial aid officer, the Career Services Center, or a counselor.

#### [CWU Financial Aid](#)

*Location: Bouillon Hall 106*

*Phone: 509.963.1611*

[Email Financial Aid](#)

#### [CWU Career Services](#)

*Location: Bouillon Hall #206*

*Phone: 509.963.1921*

[Email Career Services](#)

- Apply for emergency aid at your college or university. The information may be on their COVID-19 information webpage but if you do not find the application, a quick Google search for “emergency aid” or “emergency fund” and your institution’s name can help to locate it. Connect with the Dean of Students’ office to inquire about aid available for food, housing, and other basic needs, ask a trusted faculty member if your college has a “FAST Fund” available, or look into the “[Edquity](#)” app.

*CWU Emergency Funds are distributed through the Office of Case Management*

[CWU Office of Case Management](#)

*Location: Bouillon Hall 203*

*Phone: 509.963.1515*

### [Email Case Management](#)

- Your college or university may also offer special scholarships or grants if you are an essential worker. Check with the respective financial aid and/or services office to learn more about this potential funding opportunity.
- Consider other emergency aid programs, including relief for first-responders and their families, frontline healthcare employees, and individuals in the service industry (i.e., restaurant, coffee shop, and delivery services) who may continue to be affected by the pandemic.
- You may look into free interest loans that organizations like Central Scholarship, the Jewish Free Loan Association, and the Hebrew Free Loan Society, who are offering assistance during the pandemic.
- If you are able, you may want to seek seasonal or ongoing job opportunities. Check your city or town’s website for information and look for “Mutual Aid” groups in your area.
- If you lost your job due to a major disaster that was declared by the President, Disaster Unemployment Assistance (DUA) may be able to provide you with financial assistance.
- Be on the lookout for disaster-related scams. The Federal Trade Commission can help [avoid scams](#) that may offer false employment or inspections, along with other useful tips about weather emergencies.

## HOW TO REDUCE YOUR BILLS

### **If you are having trouble paying your credit card bill, utility bill, or other bills**

- Call your creditors (anyone to whom you owe money) and the companies that send you bills to get your payments stopped or reduced. Be sure to clearly state upfront that you are a college student, and your income has been affected because of COVID- 19. That is the information they need to adjust your payments.
- Contact your utility company (electric, gas, and water) to inquire about their [savings programs](#), which may vary by municipality or state. During the cold months, you may be eligible to get subsidies to pay for the heating and [other bills](#).

### [City of Ellensburg Public Works and Utilities](#)

- Look into the [Weatherization Assistance Program](#). By insulating your home to better protect from the cold you can lower your utility expenses.
- For help during and after an inclement weather disaster, you may be able to [find and apply](#) for assistance in your region.
- Comcast [Internet Essentials](#) (including “[Lift Zones](#)”), [Spectrum Internet Assist](#), [Xfinity](#), and [other companies](#) offer free broadband internet to low-income households. To qualify, you may need to verify your status as a student or be eligible for public assistance programs such as the National School Lunch Program, Medicaid, or SNAP.

- If you noticed slower connection since the onset of the pandemic, try these [recommendations to increase your internet speed](#).
- For help with both internet access and equipment, look into programs such as [Internet Essentials through Comcast](#), [Everyone On](#), and [Connect All](#).

### **If you owe money on federal student loans**

- Stay informed. The CARES Act [protections](#), including the pause on federal student loan payments was extended to September 30, 2021. Nonpayment during this time will not affect public service loan forgiveness and other forgiveness or loan rehabilitation programs. Credit reporting, wage garnishment, and tax refund seizures will be halted during this period as well.
- Consider exceptions. Unfortunately, there are some older student loans that are owned by private and commercial lenders or institutions that are not eligible for the payment freeze. You should review their website to identify what relief they may be offering during the pandemic.
- If you or your parents' income changed and you need assistance appealing for financial aid, [SwiftStudents](#) offers free template letters to help you appeal your financial aid package.

*If you or your family's financial situation has recently changed significantly from what is reflected on your federal income tax form, such as you were recently married or divorced, lost your job, or otherwise experienced a considerable drop in income (25% or more), or you have an unborn child on the way, you may be eligible to have your financial aid adjusted. Please email the [Financial Aid Office](#) or visit the [Financial Aid website](#) for hours and instructions for booking an appointment.*

### **If you need to reduce spending on food**

- Check your college's COVID-19 webpage as well as your student portal to access their up-to-date plans to distribute and connect students with food and other basic needs resources.
- If you have access to a local food pantry, they may be able to supplement your food demands. If your college has a food pantry connect with them to learn about their schedule and food distribution options. Some institutions may offer takeout or food delivery for students and families in need. You could also find other food providers in your area by calling 1(800)5-HUNGRY or 1(877)8-HAMBRE (for Spanish), visit [whyhunger.org/FindFood](http://whyhunger.org/FindFood) or contact via text using your zip code to 1(800)548-6479.

### [PUSH \(Presidents United to Solve Hunger\)](#)

*CWU students have access to food pantries around campus with light snacks and soups. A full pantry will open in fall 2021 in Brooks Library. Students may also receive emergency funds on their connection cards for use in Holmes dining hall. Community food banks also provide resources to CWU students.*

[FISH Community Food Bank](#)  
[APOYO](#)

- The latest COVID-19 stimulus package increased college student eligibility to receive assistance paying for groceries during the health crisis. You may now qualify to participate in the [Supplemental Nutrition Assistance Program](#) (SNAP), which provides a monthly benefit (amounts may vary) on an electronic card to purchase food.
- Check if you are deemed eligible to participate in the work-study program or if your Expected Family Contribution on your FAFSA for the current school year is \$0 (available on your [Student Aid Report](#)). Read below how to obtain support with the application process.
- You may also be eligible for a SNAP emergency benefit to address additional food needs due to the pandemic. If you also have children who receive free or reduced-price school meals, or your child attends a school that offers free school meals to all students, you may have been automatically enrolled into your state's Pandemic – Electronic Benefits Transfer (P-EBT) Program. Explore this map to learn more about your state's P-EBT program participation and to seek assistance with accessing funds.
- Your state has an [online SNAP application](#) as well as a [hotline](#). If you find you need additional guidance with the application process there may be a contact at your college, a local nonprofit, or even a [legal aid organization](#) that can assist.

*[FISH Community Food Bank](#) has staff available to assist with SNAP applications. [Washington State's Basic Food program](#) provides SNAP & other benefits as well as information about the application process, and local community service office contact information.*

- If you were already receiving SNAP assistance, you may be eligible for a 15% increase in your benefit amount. If you have a permanent address, be sure to review the letters that the county assistance office sends with the requirements that you need to meet (submitting information, phone interview, etc.) during the pandemic to continue to receive your benefits. If you do not have a permanent residence, contact your district to discuss a plan to make sure your information is up to date to keep your benefits (some [states](#) have phone apps to facilitate this process) and inquire with temples or non-profit organizations that may offer free mailbox services.
- Find other free and low-cost emergency food aid programs [here](#).

### **If you need help paying for textbooks and/or college supplies**

- Discuss with your professor your situation and identify other alternatives; check in with the library for free access to electronic or printed versions, and only buy required books.
- Consider renting or buying a used copy. The bookstore at your college may match the price and offer good deals but if not, check out campus book rental-specialized websites, or ask your classmates to consider sharing the price of buying or renting a textbook for a common class.

- Your college’s emergency financial aid program may cover assistance with supplies and textbooks. Inquire with the Dean of Students’ Office, Institutional Advancement, or the Fast Fund (ask a trusted faculty member if your college has one set up).
- Check out offers for discounted refurbished computers and laptops through programs like [Notebook for Students](#), [PC's for People](#), [Computer Technology Assistance Corps \(CTAC\)](#), [Jump On It](#), as well as national brands that feature a refurbished computer section on their website.

*CWU Brooks Library offers a [book borrowing program](#)*

## HOW TO FIND A PLACE TO LIVE

### **If you need to help with off-campus housing**

- Some colleges may offer housing support alternatives, partner with community members and organizations, or have been awarded grant funding to create housing opportunities for students. Connect with the “student support services” office, or check out the off-campus housing options listings, at your college to obtain more details.
- If you have been in the foster care system, contact your Chafee Coordinator. Child welfare agencies are obligated to provide these services to people who are Chafee-eligible and living in their state or county. Chafee/IL coordinators for all states can be found [here](#).
- [Together We Rise](#) offers emergency financial assistance to college students who have been displaced, are experiencing homelessness, and need help with unexpected housing expenses.
- Depending on [your circumstances](#) you may be eligible for public housing assistance. You may check the [Department of Housing and Urban Development’s](#) (HUD) website for information on your local housing authority and eligibility for assistance.
- Social service and nonprofit organizations, like The [Salvation Army](#), [United Way](#), and YMCA or YWCA, are able to assist with local temporary housing during the cold months or when colleges are on break.
- Depending on your location, you may experience extreme cold weather. Many local communities and cities offer warming stations as temporary shelter, which may also include the provision of food and clothing. Consider an internet search of “warming centers near me” to find an option that works best with your housing circumstances.
- If you find yourself in a situation where you have to sleep outside, the National Health Care for the Homeless Council provides [essential tips](#) on how to stay warm during cold nights, as well as how to detect frostbite and hypothermia.

*Students experiencing homelessness who can connect with [CWU’s Office of Case Management](#) for assistance and referrals to campus and community resources.*

### **If you need to help with rent**

- Local rental assistance may be available through your city or borough. You and your family may be eligible and can be considered only if you apply and submit all required documentation. If you need help with the application process, you can connect with your local free legal aid non-profit to obtain pointers.
- Some states are issuing orders to halt evictions and freeze rent increases. You may want to do research to see if this applies to you.
- Some people may be protected from eviction per the CDC's [National Federal Eviction Moratorium](#) to halt evictions. If you are unsure if this order applies to you or has been extended beyond March of 2021, you may ask your landlord for more information or review the [CDC's frequently asked questions](#).
- Congress allocated an additional [\\$25 billion in rental assistance](#). Most of the funding will flow through state-based programs. You may want to research this [national map](#) to see if the state you currently live in offers a rental assistance program.

*For Ellensburg students living off-campus, [HopeSource](#) provides a variety of programs and financial assistance opportunities to help address basic needs, including housing (eviction prevention, relocation, etc.). Select "Get Help!" to complete an application for services within the Ellensburg/Kittitas County.*

## **HOW TO PROTECT YOUR HEALTH**

### **If you need health insurance**

- You may be eligible to enroll in a healthcare plan during the extended open enrollment period. If you experienced a qualifying life event, such as losing your job or inability to keep your parent/employer's insurance coverage, you may qualify for a special enrollment circumstance within 30 days and could be eligible for a plan through the [Healthcare Marketplace](#). Visit [www.healthcare.gov](http://www.healthcare.gov) to learn more about your healthcare options.
- If your income or household changed and you have coverage through the Marketplace, [update the information online](#) or call 1(800)318-2596 to get instructions on how to adjust your plan. By doing this, you may save some money or even become eligible for free health insurance through Medicaid.
- If you are uninsured, are a citizen or lawful permanent resident (LPR), and meet the income eligibility criteria, you (and your children if applicable) may be eligible for free health insurance under [Medicaid](#). To apply, visit your state's Medicaid [webpage](#). Your local hospital and health center may also provide help with the application, but this normally occurs in person.
- The vast majority of children are eligible for health care coverage under the State Children's Health Insurance Plan (CHIP), even if the parent is not eligible. If you are not eligible but think your children may be, you should find your state's children's health insurance site and apply so they may receive coverage.

- If you are an international student and need health insurance, contact the International Student Office at your college or explore plans through companies like [GeoBlue](#) and [isoa.org](#) to obtain coverage.

*OISP- Office of International Studies and Programs can assist with your needs as an international student.*

[CWU International Studies and Programs](#)

Phone: 509.963.3612

Location: Hebel Hall 102

[Email International Studies and Programs](#)

- If you are undocumented or are waiting for your healthcare plan coverage's approval, contact a [local community health center](#) to receive care.

*The Diversity and Equity Center along with campus and community partners have put together an [Undocumented Student Resource Guide](#).*

### **Getting the COVID-19 vaccine**

- Now that the FDA (Food and Drug Administration) approved the distribution of the COVID-19 vaccine you can visit your [state health department website](#) to learn about your local phased distribution process. Students who are essential workers or have underlying health conditions may be a priority.
- In select states, pharmacies and large chain stores are offering COVID-19 vaccinations. Contact your [local health department](#) to learn if you are eligible to receive the vaccine at this time and can [schedule an appointment](#) to get immunized.
- Check out the CDC's updates to learn more about the COVID-19 vaccine, including what you should [expect during a vaccination appointment](#) and [frequently asked questions](#).

### **If you need to get tested for COVID-19 or see a doctor for something unrelated**

- Your college may have a testing site or partnership in place. Also, the CARES Act provides for free COVID-19 testing for everyone. Your city or region likely offer additional testing information on their [website](#).

*Connect with CWU Student Health Services to learn more about medical services available on the CWU campus.*

[CWU Student Health Services](#)

Location: corner of 11<sup>th</sup> and Poplar

Phone: 509.963.1881

- Find low-cost in-person care. Some communities have health care providers that offer services on a sliding fee basis based upon your income. Assistance can range from primary care to mental health care, dental, and OB/GYN and is available even to everyone including the uninsured and/or undocumented. Check out your closest [free clinic](#) or community health center.

- Many health care providers have moved to conduct an initial virtual or phone consultation during the crisis. This allows people to call or chat about symptoms as a way to triage when in-person care is really needed.
- If you cannot get your medicine prescription in person, check with your pharmacy to see if they have free of charge [delivery](#) or [shipment](#) services during the pandemic.

**If you need support for your mental health or addiction**

- Many in-person support groups have moved online. For example, search for an [Alcoholics Anonymous](#) or [Narcotics Anonymous](#) virtual group.
- Check out this [support text line](#) for students of color. Text STEVE to 741741.
- Additional [recommendations](#), [activities](#), and [freebies](#) to help you manage stress and anxiety.
- Care for your [Coronavirus Anxiety](#) and use virtual relaxation and [stress relief tools](#) and guides. For example, check out the [Calm app](#), and this virtual [relaxation room](#).
- Additional emotional support is available 24/7 at the [National Suicide Prevention Lifeline](#) by calling 1(800)273-8255 or 1(888)628-9454 (for Spanish).

*CWU's Student Counseling Services provides extensive support to students on the Ellensburg campus. Services include workshops, topic-specific groups (support/psychoeducation and therapy), and individual counseling sessions with trained counseling staff.*

[CWU Student Counseling Services](#)

Location 11<sup>th</sup> and Popular

Phone: 509.963.1391

24/7/365 mental health support can be accessed through CWU's TalkNow service at no additional cost to enrolled students. Visit [WildcatCARE365](#) to learn more

**If you are in an unsafe or crisis situation**

- Call for help. Connect with the National Domestic Violence Hotline 24/7/365 to obtain help by chat at @ndvh or by calling 1(800)799-7233.
- It is normal to feel overwhelmed during these times. Connect with support groups or reach out to organizations like the [National Suicide Prevention Line](#) via chat or phone at 1(800)273- 8255or 1(888)628-9454 (for Spanish speakers) or the [National Sexual Assault Hotline](#) at 1(800)656-4673 to get assistance for yourself or a friend in [crisis](#).

**If you are a parenting student**

- If you lost your job or have no income, apply for [Temporary Assistance for Needy Families](#). Through bi-weekly cash allowances and other key supportive services, this public benefit supports parents who meet specific criteria. Some colleges/universities as well as non-profits, offer support with the application. If you were already receiving assistance, be sure to connect with your caseworker to discuss how to manage unexpected changes in school or work schedules due to COVID-19 so that you continue receiving your benefits.
- Food is available for your children. States continue to work to provide meals to students who participate in the free or reduced-price meals program. To find the closest locations near you, use the meal site finder.



- The U.S Department of Agriculture continually updates COVID relief food programs on its Food and Nutrition Service webpage.
- Get parenting support. It is not easy to balance time between school and family obligations while coping with the COVID-19 crisis. Look into free parenting support guides like the Unitarian Universalist Association, All Clear Foundation, or National Association of School Psychologists – know that you are not alone.
- If you need support to manage child custody and visitation arrangements you may be able to get free assistance through local legal aid organizations.
- If you are pregnant or breastfeeding. Hospitals and clinics offer telehealth appointments to help you keep safe. You can also access online streaming birth classes, breastfeeding support, and learn about how to protect yourself and your baby(ies) during the pandemic.
- If you need assistance with baby supplies, connect with your local diaper bank and maternity care nonprofit to access free or low-cost baby gear and clothing.
- Consider streaming live story-time and bedtime stories on Facebook, YouTube, and other outlets, like your local or regional library, to bring variety into your children’s routine.
- If you need child care resources or assistance paying for this cost, your state may offer subsidies based on your income, role as an essential worker, or other eligibility criteria.

**Other useful COVID-19 resource guides**

- If you are a [Deferred Action for Childhood Arrivals \(DACA\)](#) student, consider renewing or submitting an application immediately. Organizations like the Hebrew Immigrant Aid Society (HIAS), offer a [Know Your Rights guide](#) with resources on housing, immigration concerns, employment, healthcare, and other general concerns that affect this group.
- For [undocumented](#) students and their families, you can research how to locate and access [resettlement resources](#).
- Assistance for the [LGBTQ+](#) community is available including the [LGBT National Hotline](#) 1(888)843-4564 and the LGBT [National Youth Talkline](#) (serving youth through age 25) 1(800)246-7743.

**Additional CWU-specific resources:**

[Equity and Service Council](#)

*Location: SURC 236*

*Phone: 509.963.1693*

*Email [ASCWU@cwu.edu](mailto:ASCWU@cwu.edu)*

<https://www.cwu.edu/ascwu/about-equity-and-services-council>

[Diversity and Equity Center](#)

*Location: Black Hall 101*

*Phone: 509.963.2127*

[Email Diversity and Equity Center](#)

[CWU Disability Services](#)

*Location: Hogue Hall 126*  
*Phone: 509.963.2214*  
*[Email Disability Services](mailto:Disability_Services@temple.edu)*

**Did you find this guide helpful?**

We welcome your input! Please share your thoughts and additional resources to support college students nationwide during the pandemic at [realhope@temple.edu](mailto:realhope@temple.edu)

## Budget and Planning Committee

Budget and Planning Committee Chair's Report  
October 6, 2021

In response to EC charge BPC21-22.01 *Establish a strong line of communication and good working relationship with the new president and upper administration regarding their budget structure and processes/plans*. The committee met with the President and the Provost on September 28, 2021 to begin to discuss the plans for the implementation of a new budget model and process for the campus and the role of the committee and Faculty Senate in that implementation.

The First Budget and Planning Committee Meeting was on October 6, 2021 where we discussed the charges for the committee and plans for the academic year including representation on the President's Budget Advisory Council and the Tuition Waiver Subcommittee. The committee particularly seeks faculty input regarding the impacts of the new General Education Program (Charge BPC 21-22 .07) and COVID-19 pandemic (Charge BPC21-22.05) on Departments and Colleges.

Sincerely,

Jim Johnson  
Chair, Budget and Planning Committee

## **Faculty Senate Report October 6, 2021 Bylaws and Faculty Code Committee (BFCC)**

In addition to the ongoing study and improvement the Faculty Code and Bylaws, the committee has received a number of charges from the Executive committee for the 2021-2022 academic year. Please find a summary of the charges below.

Currently, the committee is reviewing language for the CWUP and correlating Faculty Code language will strengthen the Code and shared governance and would protect the Senate. This language was originally approved by the BFCC during the 2020-2021 academic year; however, it was suggested that further review of the language and minor adjustments were warranted. This charge was reviewed in our 9/27/21 meeting and we hope to finalize this charge during fall quarter. Additionally, the committee is working on our second charge which concerns potential changes to Bylaws (Section I.C.1 Senate Representation for Departments/Library). The BFCC is in the process of reviewing the allocation of senators per FTE which includes a review of the current total FTE and the current senator allocation per department.

Future charges for the year also include:

- Strengthening of language in the Faculty Code regarding Senate jurisdiction in senate compliant policy and procedures (FC II.G.1.i). Timeline: Fall Quarter.
- The addition of language regarding benefits and privileges for Emeritus Faculty, specifically budget responsibility and decisions (FC I.B.2.d.). Timeline: Winter Quarter.
- Review and potential addition of language in bylaws regarding rules for multiple members from one department serving on senate committees. Timeline: Spring Quarter.
- Potential code revisions regarding frequency of assessments of academic administrators, Senate, and Executive Committee. Timeline: Spring Quarter,
- Review and potential addition of language in Bylaws to change the membership of Faculty Senate committees regarding ex-officio roles and guest guidelines. Timeline: Spring Quarter,
- Review of Bylaws and Code and potential addition of language regarding Senate committee meeting formats. Timeline: Spring Quarter.
- Review and standardization of Code and Bylaws for inconsistent language regarding committee titles. Timeline: Spring Quarter.

BFCC looks forward to a productive year and to working with the Executive Committee and the Faculty Senate to accomplish these charges.

Sincerely,

Mary Radeke  
Nathan White  
Elvin Delgado