

Bylaws & Faculty Code Committee
Minutes – March 2, 2018

Present: Amy Claridge, Lila Harper, Mary Radeke, Stephen Robison, Bret Smith

Absent: None

Guests: None

The meeting was called to order at 4:00 p.m. The agenda was amended to move the Reorganization Policy to the first item under Old Business. Agenda was approved as amended. Minutes of Feb. 23, 2018 were approved as amended.

New Business

Meeting Dates & Times for spring quarter:

Spring meeting dates will be March 30, April 20, May 4, May 18, and June 1, all at 4:00 p.m.

Location TBA.

Old Business

Reorganization policy:

Bret questioned how much of the steps under “renaming” would apply for changing the name of a department. Amy indicated the argument relates to the potential impact on resources, such as reprinting business cards or letterheads. There was a line in the policy that said “for renaming purposes, omit 8 & 9,” but she deleted it when editing. In practice, if someone is renaming they will contact EC and/or the Senate chair and ask for advice.

There are situations of departments shifting between programs but not colleges. This is currently happening in CEPS. Amy suggested adding “programs” after “departments” in the section headed “Scope.”

Lila moved to add “programs” to the first line under “Scope.” Amy seconded; motion approved.

Mary suggested making a reference to the process outlined in the code, and then in the code refer back to the process outlined in the appendix. Amy suggested adding a new (d) in the code section to refer to the appendix or a section of the appendix. The process of consulting with the affected groups isn't the proposal, it's the process of initiating the proposal. Get rid of B.1, and add "To initiate the process of faculty consultation, refer to the procedure outlined in 1.D.1"

Stephen moved to strike B.1. Amy seconded; motion approved.

Bret moved to add parenthetical reference (see 1.D.1) following "Senate" to the new B.1. Amy seconded; motion approved.

Lila moved to create a new (d) Creation, Reorganization, & Renaming, to the code under 1.D.1. Amy seconded; motion approved.

Bret moved to strike Section IV. Stephen seconded; motion approved.

Bret suggested inserting "consultation should/shall/must occur prior to...." in Section II between old B & C so that the old C becomes D. The new C would be statement of principle that we would like this to be done prior to extensive curriculum changes, hiring of staff, or recruitment of students, etc. Lila

moved to add a new C to section II. Bret seconded; motion approved

Lila moved to move “costs” up higher in Section III.F, and merge E & F to be “a detailed financial cost/benefit analysis of the creation, reorganization, or renaming, including...” Amy seconded; motion approved.

Lila moved to send the document with changes forward. Bret seconded; motion approved.

Distinguished Faculty awards:

Amy and Cody will be meeting with the president to make sure his is in agreement with the language in the document. They will also discuss the BOT award.

Code Rewrite:

Lila will start a document with changes, and send it to Amy. Amy will add her changes, and send the document to Mary. Mary will add her changes and send the document to Bret, who will add his changes and send the document to Stephen.

Meeting adjourned at 5:15 p.m.