

**FACULTY SENATE
ANNUAL
STANDING COMMITTEE REPORT**

2022–2023 ACADEMIC YEAR

Prepared for the Central Washington University Faculty Senate

Faculty Senate Committee: Bylaws and Faculty Code (BFCC)

Committee Chair

- Mary Radeke (COTS)

Committee Representation

- Members:
 - Melissa Shiel (CAH)
 - Nathan White (CEPS)
 - Andrea Eklund (Chair Elect, EC liaison)
- Guests:
 - Mark Samples (EC Chair, 10/17/22),

Committee Charges

Charge #	Charge Description	FS Motion No.	Status
BFCC22– 23.01	Continue working and moving forward language for the CWUP policy language that strengthens the code and shared governance and that would protect the Senate. Timeline: Fall Quarter. <ul style="list-style-type: none"> • Refer to the BFCC 21–22 year-end report for a description of last year’s progress. Review draft language in regard to the role of the BOT in the process. 	N/A	Final adjustments made to the language to be included in CWUP. See below (Successes) for more information.
BFCC22– 23.02	Consider changes to Bylaws, Section I.C.1 regarding senate representation for departments. Timeline: Fall Quarter. <ul style="list-style-type: none"> • Work with the Provost Office to clarify the definition of “department” at CWU. • Clarify minimum FTE required for the definition of department based on the Provost Office definition. 	N/A	This charge is on “hold” until definition of ‘department’ is provided.

Charge #	Charge Description	FS Motion No.	Status
BFCC22–23.03	Review the Code and Bylaws for “gendered” language (his/her, etc.) and make recommendations for revisions as appropriate. Timeline: By the end of Winter Quarter. <ul style="list-style-type: none"> • Gendered language must be correct throughout Code and Bylaws (e.g. His/her and emeritus as recommended in 2021-2022). 	Motion No. 22-33	Third reading of three scheduled for May 31, 2023, Senate meeting.
BFCC22–23.04	Compare CBA and Code language regarding department chair elections and make recommendations for bringing them into alignment. Timeline: By the end of Winter Quarter. <ul style="list-style-type: none"> • Faculty Code language must align with CBA. 	Motion No. 22-22	Passed May 3, 2023
BFCC22–23.05	Review the process for departments to conduct elections for senators and make recommendations for updates as appropriate. Timeline: By the end of Winter Quarter. <ul style="list-style-type: none"> • Review and clarify who is eligible to vote for department senators/alternates. • Review procedure for department senators and clarify if needed. 	Motion No. 22-23	Passed May 3, 2023
BFCC22–23.06	Review feedback and recommendations from the Distinguished Faculty Selection Committee, and consider changes to Code as appropriate. Timeline: Winter Quarter.	N/A	Charge canceled by EC

Charge #	Charge Description	FS Motion No.	Status
BFCC22–23.07	Consider revising the Budget and Planning Committee description in Code to improve clarity. Timeline: Winter quarter. <ul style="list-style-type: none"> Communicate with BPC chair to clarify the committee description. Specifically, the following, <i>“If the motion passes, the original recommendation shall be considered rejected or amended, and shall not be proposed by the Budget and Planning Committee to the PBAC.”</i> 	Motion No. 22-14	Passed March 1, 2023
BFCC22–23.08	Recommend revisions to Code and Bylaws to improve clarity and fix typos and errors. Timeline: Ongoing. <ul style="list-style-type: none"> Review Code and Bylaws for wording issues discovered when reviewing Code during AY21–22. 	N/A	All errors considered clerical by BFCC and EC.
BFCC22–23.09	Review committee procedures manual and update as required. Timeline: Approve updated procedures manual by last committee meeting of year.	N/A	Procedures manual reviewed; no changes made.
*BFCC22-23.10	Addition of past chair section of Bylaws II. Executive Committee, C. Officers	Motion No. 22-44	Second of two readings scheduled for May 31, 2023.
*BFCC22-23.11	Amend Faculty Senate Bylaws Section III.C.8 to add the Anti-racism, Diversity, and Inclusivity Committee. Committee eligibility criteria.	Motion No. 22-31	Passed May 3, 2023
*BFCC22-23.12	Amend Faculty Code Section IV.D.1.g to add the Anti-racism, Diversity, and Inclusivity Committee. Committee description added.	Motion No. 22-32	Third of three readings scheduled for May 31, 2023.
*BFCC22-23.13	Amend Faculty Senate Bylaws Section III.C. 3 & 4 to reflect student members as not voting members.	Motion No. 22-45	Second reading of two scheduled for May 31, 2023.
*Indicates the charge was not included with the original charge list. These charges were added April 2023			

Report on the Activities of the Committee

Meeting Dates:

Fall Quarter 2022:

- October 3rd, 10th, 17th, and 24th; November 7th, 14th, 21st, December 5th (3:30 pm – 5:30 pm)

Winter Quarter 2023

- January 9th, 30th, February 6th, March 6th, March 13th (4:00 pm – 5:30 pm)

Spring Quarter 2023

- April 3rd, April 17th, April 24th (4:00 pm – 5:30 pm)

Minutes

<https://www.cwu.edu/faculty-senate/2022-2023-committee-minutes>

Items of Interest

Successes:

- BFCC22–23.01 Continue working and moving forward language for the CWUP policy language that strengthens the code and shared governance and that would protect the Senate. **Timeline:** Fall Quarter.
The BFCC, in conjunction with the EC and CWU president, successfully revised and put into place a new section (CWUP 2-80) titled, “Shared Governance”. Beginning in 2018-2019, the BFCC was charged with designing language to be included in the Faculty Code that defined shared governance and outlined the responsible parties and the importance of Faculty Senate in this process. This language was approved by Senate in 2020 and subsequently added to the Code. In addition to the Shared Governance section in the Faculty Code, the BFCC designed correlating language to be included in CWUP. This language was intended to reinforce the role of Faculty Senate in shared governance and outlined procedures for violations of the code and requirements for dissolution of the Faculty Code. This language was modified after consultation with EC in 2021 and finally in 2022. After nearly four years of work on these two sections (Code and CWUP), multiple revisions and input from Presidents Gaudio and Wohlport and three Executive Committees, BFCC was successfully added to CWUP.
- All charges assigned in September 2022 were addressed within the deadlines assigned for the charges. Additionally, four charges were added during Spring quarter. The BFCC was able to quickly respond to these charges and all were added to the Senate agenda in a timely manner.

Concerns

- The BFCC does not have any concerns at this time.

Recommendations for next year's committee

- The BFCC has no recommendations for next year's committee at this time.

Recommendations for future charges:

- 1) BFCC22–23.02 Consider changes to Bylaws, Section I.C.1 regarding senate representation for departments. **Timeline:** Fall Quarter.
 - Work with the Provost's Office to clarify the definition of “department” at CWU.
 - Clarify the minimum FTE required for the definition of department based on the Provost Office definition.

The BFCC was not able to resolve this charge during the 2023-2024 AY. We are hopeful that this charge will be carried over to the 2023-2024 AY and with the definition of ‘department’ provided by the Provost’s Office, we will be able to address this charge.

- 2) BFCC22–23.06 Review feedback and recommendations from the Distinguished Faculty Selection Committee, and consider changes to Code as appropriate. **Timeline:** Winter

The BFCC reviewed the feedback from the DFSC and determined that no changes to the Faculty Code were needed at this time. However, the BFCC felt that many of the issues brought forth could be clarified with more explicit instructions for nominating faculty and for submission of the candidate’s materials.

The BFCC is hopeful that the Distinguished Faculty Selection Committee (DFSC) and EC will work to create more explicit instructions for the Distinguished Faculty Teaching, Scholarship/Creative Works, and Service awards. In addition to assisting the DFSC and EC in this endeavor, the BFCC proposes to clarify Code Appendix B. Section VI. REQUIRED APPLICATION MATERIALS. A. Materials for Distinguished Teaching Award. Specifically, the BFCC wonders if there should be separate section for NTT teaching award since NTT are not expected to engage in “(e.) Evidence of teaching that has been informed by scholarship, as demonstrated by activities such as:” and (f) Evidence of the extent of participation in student advisement.

- 3) The BFCC proposes clarifying Bylaws – Section VII D. Senate Hearing, 1. (corresponds to Code IV.H).
- 4) The BFCC proposes reworking Code – Section II. 2. College Budget Committees. We suggest that this section be reviewed 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).
- 5) Review of Bylaws for all committee titles and abbreviations. The BFCC identified a few committee abbreviations not included at the beginning of Bylaws as well as a few outdated committees/titles.

Report prepared by M. Radeke for BFCC.