

**Bylaws and Faculty Code Committee
Minutes
June 8, 2026**

Attendees

- Nathan White, Melissa Schiel, Amy Claridge, Hope Amason

Welcome and Introductions

- Meeting called to order at 1:30 PM

Agenda and Minutes Approval

- Agenda and minutes approved

Chair Report

- Chair for AY 26-27
 - Hope will move to the liaison role in AY 26-27
 - Will need to confirm that Anne Cubilie will continue to fill the BFCC chair role.
- Feedback on Motion 25-26 / BFCC charge 25-26.06 (disbanding committees):
 - Faculty Senate feedback on June 3 (including from Ian Loverro—see emails sent to BFCC chair, Hope Amason) indicated that the committee's original approach — using Robert's Rules to rescind the motion that created a standing committee — was not the preferred, formal route.
 - The committee agreed that because standing committees are referenced in both the Faculty Code and the Bylaws, disbanding one properly requires going through the established amendment process: readings for the Code references and three readings for the Bylaws references, rather than a simple rescinding motion.
 - The committee agreed to distinguish between (1) eliminating the Code/Bylaws language that establishes a committee and (2) disbanding the committee itself — and to draft new charge language along the lines of:
 - “A process for disbanding a standing committee should be accomplished through the established processes for amending Code and Bylaws language, via a new motion (brought by EC, a standing committee, or the faculty petition

process in the Bylaws), rather than by rescinding the original motion.”

- Revised list of potential 2026–27 charges:
 - The committee will revise its list of recommended 2026–27 charges in the End-of-Year (EOY) report to add the refined charge on the proper process for disbanding a standing committee, addressing the feedback above.

EC Report

- Shared Governance Consultant
 - EC met last week with governance consultant Dr. Steve Bahls.
 - Most felt the conversation with the consultant was worthwhile overall.
 - Some concern was raised by Hope about the consultant's written materials, which emphasize centralized, unified administrative messaging and administrative authority—though nothing in his writing was seen as contradicting basic principles of university governance.
 - The committee's sense was that CWU faculty's shared-governance expectations are not unusual or radical, but reflect fairly standard practice at higher-education institutions.

Main Business Items

Review of BFCC 25-26.10

- Because the Faculty Code had been edited closely in 24-25, the BFCC decided to focus on Bylaws, as it has not received the same editorial focus. Key areas of review included:
 - Outdated references to CWU mission and vision.
 - Language updates (Gendered language to replace his/her with they/their)
 - Using acronyms in a consistent manner (spelling out upon first use then acronyms thereafter). Additionally BPC was missing from list of acronyms.
 - Addressing formatting issues (Roman numeral pages are incorrect and font in the table of contents).
 - Leaving cross references to Code and CBA as general as possible so as to reduce the number of changes in the future.
 - Updating outdated cross references and making them more generalized.
 - Typos, grammar issues (subject-verb agreement and spelling) came up.
 - Discussion on whether to remove language about the “removal of senators” in Bylaws (that power rests with departmental or NTT constituents, who can vote out their senators if they are not performing adequately).
- Discussion:

- The Chair shared a working document (referred to as the “Frankenstein bylaws”) built from scratch to resolve persistent formatting problems in the legacy Bylaws file (broken/duplicated page numbering, a table of contents that no longer matched the document, and outline numbering that repeatedly broke when sections had no numbered sub-items).
 - As a reminder: clerical changes may proceed without going to Faculty Senate, but only if approved unanimously by BFCC; approved clerical changes must then also be approved by EC.
 - The table of contents in the new document was corrected and now accurately reflects the document. The committee noted, as a minor style question for later, that the Bylaws' table of contents currently appears after front-matter/abbreviations rather than before the preamble, as it does in the Code — no decision was made on this.
 - The committee agreed, in principle, to convert sections that currently “kick out” of outline numbering (where subordinate material was not itself numbered) into properly nested outline items, so the numbering stays intact.
 - Several individual clerical fixes were reviewed and accepted (e.g., correcting punctuation/comma usage, restoring parenthetical designations for consistency, fixing an incorrect cross-reference to Bylaws Section 1(E)(2)).
 - The committee clarified the relationship between two Bylaws provisions on senator removal: a department may remove/replace its senator for any reason through its own process, while EC's authority to move for expulsion (Bylaws Section IV, on attendance) applies specifically to a senator or alternate who is unrepresented/absent for more than two consecutive terms. The committee agreed the Bylaws language should distinguish these two mechanisms rather than cross-reference them as if they were the same.
 - In the Organization and Procedures section on standing committees, the committee agreed to reformat several large block-quote paragraphs into outline/bulleted form for readability, since some of that language is clearly subordinate detail rather than free-standing text.
 - One member noted this may be why the paragraphs were originally left as blocks (to avoid renumbering cross-references), but the committee leaned toward making cross/in-text references less granular instead so the material can safely be broken out.
 - An extraneous page break in the Bylaws was removed as a clerical fix.
 - Ex-officio conversation:
 - The committee noted an inconsistency: designees such as the Provost designee and Registrar designee are labeled “ex officio, non-voting,” while the student representative appointed by S&A/ASCWU is simply labeled “ex officio.”
 - Discussion raised whether the student position should also read “ex officio,” since ex officio means “by virtue of office or position” and a student representative does hold a position, even if less formal.

- The committee leaned toward treating this as a substantive rather than clerical question (i.e., not something to fix through the clerical-change process) and to leave the language as-is for now, pending further discussion.

Next Steps:

- Chair will circulate clerical/motion-based revisions to Bylaws and Code to the committee for an email vote—then onto EC for consideration.
- Update the EOY report's list of recommended 2026–27 charges to include the above.
 - Include draft charge for disbanding committees in updated EOY.

Adjournment

Meeting ended at 2:30 PM