

BFCC Meeting Minutes

March 10, 2025

Approved

3-4pm

In Attendance: Gary Bartlett, Mary Radeke, Nathan White, Melissa Schiel, and Natasha Lindsey

Meeting called to order at 3:02pm

Minutes from 3/03/2025 approved. Gary made a motion to accept the minutes, Nathan 2nd, all approved. Melissa abstained from the vote.

BFCC discussed the option of using Teams meeting and using AI to record the meeting minutes. The committee agreed that this would work. Sandy Tennant will need set the AI to capture more than what AI normally captures. Mary will notify Sandy that we want to use this system.

Chair Report:

Committee reviewed the agenda. Mary reminded the committee that we opted to wait to review the Distinguished Faculty Awards section (Code, Appendix B). Sandy was able to reformat Appendix B.

If time we will review the Emerit benefit section of Code.

EC Liaison Report:

Natasha took the BFCC's concerns regarding the new Budget committee section in Code to EC. EC is considering reconvening the BPC to build the language for the new Budget committee language for the Code.

Our committee is not the only committee that is confused about the existence of the college budget committees (Appendix C). Natasha reported that Peter will be looking into this and will let us know if this section in Code needs to be addressed.

Charges:

BFCC 24-25.05

(Winter) Modify Faculty Code, Appendix B to allow self-nominations for the Distinguished Faculty Award. Update this section to reflect up to date process.

- EC requested that we add language that communicates that award recipients should serve on the selection committee before they nominate faculty for the awards (selection committee members must recuse themselves if they have nominated a faculty member).
- BFCC decided to identify the number of times they must serve on the committee, when they must serve, and when they can nominate an individual for the award (see new bold text below).

BFCC continued to revise Appendix B. The following changes were made and the committee will wait to vote on these changes until all changes in the appendix have been made.

Changes to the following sections were finalized: Section VI. Required Application Materials, Distinguished Teaching Award. BFCC will begin with the Distinguished Service Award on 4/7/2025.

Follow up tasks for the Distinguished Faculty Awards Selection Committee:

Teaching award:

- Does the committee want summary sheets of SEOIs or full SEOIs? How far back does the committee want these to extend to? Five years? More?
- SEOIs for all courses taught within the timeframe?
- Peer-review of instruction – how many should be included? Same number as required for promotion?
- Evidence of participation in student advisement? This is not consistent across the university. Some departments utilize faculty advisors, some do not. This may result in very broad differences across faculty.
- If all materials are being sent in a single .pdf file format, this will be a massive file (video recordings, evaluations, course syllabi, etc).

BFCC would like to have the selection committee review and respond to our concerns.

The meeting adjourned at 4:10pm.

Status report on next page.

Status Report

In progress

Completed

Motion before Senate

BFCC 24-25.01

- **(Fall)** Modify Code/Bylaws to reflect the upcoming change from two NTT senators to four NTT senators, determining appropriate representation, term limits, and eligibility requirements.

Motion before Senate, 1st of 3 readings on 3/5/2025

BFCC 24-25.02

- **(Fall)** Add a section to either Code and/or Bylaws that itemizes senator responsibilities (e.g. attendance, disseminating accurate reports and information back to departments) and possible senate actions if these responsibilities are grossly neglected.

Motion before Senate, 1st of 3 readings on 3/5/2025

BFCC 24-25.03

- **(Fall)** Add language to either Code and/or Bylaws recommending that chairs not serve as senators if other department faculty are willing and able to serve.

Senate passed on 2/5/2025

BFCC 24-25.4

- **(Winter)** Modify the complaint process outlined in Code IV.G to require EC members to recuse themselves when issues or grievances are brought forward from their own departments.

Senate passed on 3/5/2025.

BFCC 24-25.05

- **(Winter)** Modify Faculty Code, Appendix B to allow self-nominations for the Distinguished Faculty Award.

Language edited. Will finalize on 4/7/2025

BFCC 24-25.06

- **(Winter)** Investigate possible ways to reduce the time requirements of the Distinguished Faculty Award application process without compromising the integrity of the awards. Make recommendations as appropriate.

Language edited. Will finalize on 4/7/2025

BFCC 24-25.08

- **(Spring)** Modify Code to remove references to the University Centers having senators (e.g. Code IV.B.1.a.iii, Code IV.E.7.a)

Combined with **BFCC 24-25.01** Motion before Senate, 1st of 3 readings on 3/5/2025

BFCC 24-25.09

- **(ongoing)** Recommend revisions to Code and Bylaws to improve clarity and fix typos and errors.
- Note: review the use of WLU vs. WLUs when editing Code.

BFCC 24-25.07

- **(Spring)** Clarify eligibility for and benefits of emerit status in Faculty Code, Section I.B.2

BFCC 24-25.10

- **(Winter)** Update Code and Bylaws to change the Budget and Planning Committee's name to the Budget Transparency Committee. Consult with the Executive Committee to update the committee's purpose and composition as appropriate.

On hold for now as per Peter K.

- Mary will request the 2015 through 2017 versions of the Code. Also, Mary will request access for all code versions.

Future charges:

- Note: future charge for BFCC – add language to Code/Bylaws outlining process situations in which a department does not nominate a senator (senator vacancy).
- Add language to the Code about disbanding committees that are no longer useful and the process for this. For example, the ADI committee and College Budget Committees (Appendix C).