

BFCC
Minutes
September 30, 2024
Approved 10/7/2024

Meeting called to order at 3:05pm

Members present: Mary Radeke, Nathan White, Melissa Shiel, Natasha Lindsey

BFCC elected Mary Radeke as chair for 2024-2025 or until vacant position has been filled.

Chair report:

No report

EC report:

No report

Address charges

Mary will send a copy of the charges with charge numbers to BFCC, additionally, a copy of the Code and Bylaws to the EC with the next meeting agenda and 9/30 minutes. Mary will also send charge numbers back to Janet.

All charges sent from Janet Shields and EC were reviewed. Discussion of the charges below:

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.
 - **Discussion:**
 - Justification for shared NTT senator between CB/Library/DHC due to the size of these departments
 - NTT senator term limits -Long ago there was language in the Code but it was left out at some point. We need to add term limits back
 - Eligibility 0 Add minimum FTE, we could potentially use language from CBA for eligibility to vote for Department chairs.
 - What workload will they get –Natashia had an idea about this and will double check with EC.
 - Code Section IV E.

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?
 - **Discussion:**
 - Create an itemized list of duties and expectations.

- Melissa wondered if this is something we need to design or if we will be given the list of responsibilities.
- Natasha said that the EC just wants BFCC to provide basic “how to be a senator.”

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.
 - **Discussion:**
 - Clarify this in code.

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.
 - **Discussion:**
 - Add language in the code.

BFCC 24-25.05

- **(Winter)** Modify Faculty Code, Appendix B to allow self-nominations for the Distinguished Faculty Award.
 - **Discussion:**
 - Mary thought we had added this previously, but apparently not.

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.
 - **Discussion:**
 - Mary discussed this with Peter Klosterman and expressed the opinion that this should not be the purview of the BFCC, that it should be the responsibility of the Distinguished Faculty Award Committee. Could be that this was miscommunicated.
 - Nathan and Melissa agreed that we do not know the process for this and that the committee should be responsible for deciding this.
 - BFCC read this charge in different ways. Is it teaching timeline? Application process? BFCC did discuss the teaching timeline last year.
 - Natasha will clarify this (Teaching timeline for eligibility, application process)

BFCC 24-25.07

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

- BFCC will need to define faculty, separating and retiring from university, resigned, separated, etc.
- Surviving spouse rules and the use of state resources for own personal use will need to be addressed again. Other universities in WA state have more privileges than CWU
- Volunteer recording needs to be clarified. Nathan suggested we work with Charlene Andrews for this.

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)
 - **Discussion:**
 - Remove language from Code.

BFCC 24-25.09

- **(ongoing)** Recommend revisions to Code and Bylaws to improve clarity and fix typos and errors.
 - **Discussion:**
 - Who can vote on emerit nominations. This was taken out of the code when we removed who can vote for department chairs (added a reference to CBA). BFCC just needs to add reference to CBA.

BFCC began discussion of the following charge:

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.
 - Representation: one from COTS, one from CAH, one from CEPS, and one from CB/Libraries/DHC?
 - Consult Janet Shields for previous NTT term limit language
 - Eligibility requirements: Minimum FTE requirement? (0.5 FTE?) Senior lecturer status? Teaching all three quarters of the year?

Edited code language:

Code, Section IV.B.iv

- i. ~~Two~~ One (1) NTT faculty members and ~~two~~ one (1) alternates elected, for each college; CAH, CEPS, COTS, and CB/Library/DHC in the spring quarter for the following year by those NTT faculty under contract in the preceding winter quarter. The senators and alternates shall serve for one academic year contingent on continued employment as NTT faculty at CWU. The EC shall oversee the election.

*Mary added this above language – BFCC will discuss further at the next meeting.

2. **b.** Term appointments for NTT senators and alternates shall run one (1) academic year. ~~one (1) term.~~ No NTT senator shall serve more than three (3) consecutive terms. A partial term of two (2) academic quarters or more shall be treated as a full term while a partial term of less than two (2) academic quarters shall not be counted. ~~be treated as a full term.~~ Eligible faculty will be NTT **with Senior Lecture status** with at least .5 workload for the academic year.

What is the current eligibility for NTT faculty to be senators?

Natashia - If it takes 5 years with 113 WLU (CBA) to be eligible for NTT senators – what would it look like to have newer NTT faculty voices in the Senate? Why can't we give newer NTT faculty the opportunity to serve?

Natashia will find out from the Provost who we can put into the NTT senator position

Justification – We need to provide this.

Adjourned at 4:03pm.

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.
 - **Natashia** - What workload will they get –will double check with EC.
 - **Mary** - check with Janet to see what the previous term limits were for NTT senators (taken out of Code long ago).
 - **Mary** – find out from Janet - What is the current eligibility for NTT faculty to be senators?
 - **Natashia** will find out from the Provost who we can put into the NTT senator position

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.

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.

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.

BFCC 24-25.05

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

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.
 - **Natashia** – clarify with EC – does “time requirement” refer to eligible time teaching or time with regard to the application timeline, or... ?

BFCC 24-25.07

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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)

BFCC 24-25.09

- **(ongoing)** Recommend revisions to Code and Bylaws to improve clarity and fix typos and errors.