

REGULAR MEETING
Wednesday, February 2, 2022, 3:10 p.m.
Zoom
Minutes

Meeting called to order at 3:10 p.m.

All Senators were present except: Cesar Garcia, and Nelson Pichardo

Guests: Kevin Archer, Rose Brower-Spodobalski, Kandee Cleary, Mike Harrod, Jill Hernandez, Rebecca Lubas, Gail Mackin, Rachel Medalia, Mike Pease, Jeff Stinson, Carolyn Thurston, Teri Walker, Coco Wu, John Logwood, Lauren Hibbs, Yerim Kim, Nikolas Caoile

CHANGES TO AND APPROVAL OF AGENDA Approved

MOTION NO. 21-23(Approved): APPROVAL OF MINUTES of January 12, 2022

Centers Report - Lauren Hibb and John Logwood gave an overview of CWU centers and sites. CWU continues to receive approximately 40-50% of Direct Transfer Articulation (DTA) students. Institutional governing systems and budget models have changed. Student demographics have changed from 37 to 27. Onsite courses and faculty has also shifted. Centers/Sites serve about 40% of CWU's International students from over 30 countries. Centers serve the highest percentage of first-generation, BIPOC female and DACA. Centers maintain higher degree retention and completion for transfer students at 82.5%.Centers focus on state-wide outreach and visibility efforts, such as the CWU transfer symposium event that reaches approximately 300 individuals from over 28 partners across the state. Currently there are seven reporting structures for our Centers/Sites which makes shared governance challenging. There is a lack of consistent and predictable program scheduling and student services for adult learners. This creates frustration and can be a branding, recruitment, and retention issue.

Senator Delgado asked if the line expense for Sammamish was included. Running Start revenues help support the Sammamish site. The information provided is state and tuition supported centers/sites and does not include Running Start.

Senator Palmquist asked "What is the number one thing departments can do to support the centers"?

Senator Klosterman asked if the transfers from these centers typically remain at the centers. They don't physically come to the Ellensburg right?

Senator Delgado asked if the decline of enrollment here, is this the same for the centers?

COMMUNICATIONS – Communication from Ruthi Erdman and David Douglas

A recent draft of the proposed language on NTT emeritus eligibility called for faculty to have worked "at least thirty (30) quarters over a minimum of ten (10) years **OR** have an accumulated total of at least 225 WLUs."

The latest draft reads “at least thirty (30) quarters over a minimum of ten (10) years AND have an accumulated total of at least 225 WLUs.”

We and our constituents prefer the former **"OR"** to the current **"AND."**

Putting in 225 WLUs as faculty at Central amounts to a respectable sum of teaching/service, whether the 225 WLUs were served in more than 10 years or less than 10 years. It's the same number of hours and same amount of work whether it took 10 years or fewer years.

The ten-year requirement dates to a time when the employment market was much more stable.

As LAJ professor Todd Mildon has noted, ““with each passing decade...people spend less and less time at any one job or institution. We are increasingly a migrant workforce. Some of this is by choice, but much of it is also imposed upon us. Shouldn't our policy acknowledge this by defining commitment and duration of service more leniently and inclusively? Anyone who has earned 225 WLUs to Central has shown real – and rare – commitment.”

We would be grateful to see 225 WLUs of excellence and dedication to CWU recognized even if it took less than 10 years to achieve that.

Simply reverting to **"OR"** rather than **"AND"** would open that option.

SENATE CHAIR REPORT

The Executive Committee (EC) and the senate committees are working hard addressing charges and initiatives that are occurring, and I'd like to provide some brief and important updates.

Chair Lyman provided an update on the Antiracism, Diversity, and Inclusivity graduation requirement progress and the learner outcomes process that has been developed. A memo was sent to all senators on January 24th outlining the plan and next steps. It is vital that full consultation occurs during this process, so if you haven't already shared that memo with faculty in your departments, please forward it along.

Next is an update on the branding initiative. A representative from Campbell and Company has invited faculty senators to join a zoom meeting on February 22nd from 1:30-3pm to gather input. A zoom link will be sent to all senators after this meeting. Please plan on attending if possible.

We are entering the data collection phase of the general education assessment process. The General Education assessment coordinator will be reaching out to chairs and faculty to provide guidance and resources for data collection, so your assistance in this process is greatly appreciated.

Senate received several fantastic applications for the faculty legislative representative, so the EC will review submitted materials, interview candidates, and then pass along recommendations to the President. Thanks to those of you who applied, and I'll be in touch soon.

Chair Lyman thanked senator for their service. The work you have been doing is appreciated the Executive Committee (EC) is here to support you.

FACULTY ISSUES

Here are some updates to faculty concerns that were brought forward at the January 12th senate meeting:

1. Concerns from several senators regarding the future of tutoring were raised. EC has discussed this feedback and is working with ADCO and the provost's office to determine next steps. There is a request to the state legislature for \$1.3M for additional ongoing funds to support a variety of programs that would include tutoring, so we'll monitor the progress of that as well. Updates will be provided once more is known.
2. A concern about COVID accommodations for students was raised. An Instructor Guide for COVID-19 was updated for winter quarter and sent to all faculty from the provost's office on January 19th to help provide additional guidance as we work through the pandemic. Also, existing policy and procedure regarding classroom attendance can be found under CWUP 5-90-040 and CWUR 2-90-040 for your reference. If you have further concerns, please contact me anytime.
3. A concern about meeting modalities was raised. Full faculty senate meetings will continue to be held via zoom, and each of the senate standing committees have been given the option to hold meetings either virtually or in-person depending on the member's preference. Non-Senate meetings are outside of senate's purview.

New Faculty issues –

Senator Lupton expressed concern over a CWU request for state funding for a cybersecurity program that is indicated to go to Computer Science. Senator Lupton reported that ITAM has graduate and undergraduate programs in cybersecurity at CWU. He is the department chair and they started offer cybersecurity programs starting fall 2013. There was an approved tenure track faculty search in cybersecurity that search has now been canceled. As of next fall the department will not have any faculty in cybersecurity. Senator Lupton indicated the department has served over 600 students in the program. Currently serve 388 students today in these degree programs. Computer Science does not have any cybersecurity programs. ITAM has not received a response from administration as to why the department was not consulted. Senator Lupton indicated that ITAM is forecast to have approximately 10% of students at CWU next year.

Senator Pritchett indicated that the Health Science, a 60 million dollar building, is about to be completed. There has been very little marketing of this new building to high school graduates and students who are undeclared majors. Senator Pritchett asked why there has there been such apathy around the marketing of this building?

Senator Wattam indicated his department, CSEL, did not receive campus notifications when there was an individual with a mental health issue at the SURC. They would like to know why faculty were not notified.

Senator Bisgard brought forward a concern regarding the Computer replacement policy. Two faculty in department were told by their Dean they should wait until this fall 2021 to get computer replacements through the computer replacement policy. One never heard

anything, the other was told that Information Services (IS) has not completed their survey on the computers on campus and they should utilize department funds to purchase faculty. There seems to be mixed messages coming from deans and IS.

STUDENT REPORT – Rachel reported that PUSH pantry drive during February. Targeted at faculty. <https://www.cwu.edu/push/> The hours can be found on their website and Instagram. The Library hours are 11:00 – 3:00. ASCWU office is open 8:00 – 5:00 during the week and items may be dropped off there as well.

OLD BUSINESS - None

REPORTS/ACTION ITEM)

SENATE COMMITTEES:

Academic Affairs Committee – See written report

Budget and Planning Committee – Jim Johnson reported the committee has been working on a variety of topics. They met with the President, Provost, and the Chief Financial Officer (CFO) to discuss the budget situation and enrollments. Information should be coming to the colleges soon. Faculty will be hearing from the deans and department chairs soon. If you want questions to be asked of the administration, please contact the committee. Enrollment is an issue going forward, but there are some positives as well. The committee is working on recommendations for tuition waiver policies, impacts of the new General Education program as well as impacts of COVID on budgets. The committee is investigating the expense of graduate programs and how graduate expenses are reported.

Bylaws and Faculty Code – See written report

Motion No. 21-22(Second reading of three): Recommends amending the Faculty Code Section I.B.2.i. Emeritus Faculty Appointments as outlined in Exhibit A.

Motion No. 21-24(First reading of two): Recommends amending the Faculty Senate Bylaws Section III.A. as outlined in Exhibit B.

Motion No. 21-25(First reading of two): Recommends amending the Faculty Bylaws, Section III.B. as outlined in Exhibit C.

Curriculum Committee

Motion No. 21-26(Approved): Recommends approval of a new Master of Music Collaborative Piano Cognate as outlined in Exhibit D.

Faculty Legislative Representative – Senator Douglas indicated he is excited to see there are several applicants for next year. He has been on a huge learning curve this year, but is enjoying the process. This legislative session is a short 60 day session. SB5854 Ethics bill is one that would fix an issue for faculty who complete research and who end up violating the ethics law just by doing their job. That has made it through the first committee hearing. This has come up before and looks promising to pass this year. There is a bill that would increase tenure-track faculty at all institutions. If passed it could add 50 tenured positions at Central. The bill talks about converting NTT to the tenure track positions. HB 6059 is a Washington college

grant reducing the cost for students. This bill would increase funds and provide more access. HB1736 would create a student loan program. This bill has passed before but was never implemented. While we don't want students to incur debt this loan program would cap the interest at 1%. There is a bill that would add a faculty member to the board of regents at UW and WSU. If this passes, the Council of Faculty Representatives will work to have regional institutions added in the future. The drop date deadline is coming up for bills to be introduced.

PRESIDENT – President Wohlpart indicated he has been to a lot of budget meetings to make sure people have background and data. He has met with deans, chairs, PBAC, and Budget and Planning Committee (BPC). The President will continue to update as enrollment projections change. Student Success listening sessions will be next week. These sessions will be focused on those units in Student Success. It has been suggested that Central should have a division of student affairs. This would combine all of our admission, recruitment, and student success into one area. The vision and mission forums will be announced soon. There will be four face-to-face session and one online session the first part of March. Branding meeting with Senators is specific to Senators. President Wohlpart indicated the branding meeting session is for senators and to invite others to this session. Health Science building marketing is being worked on and an open house is being planned. The Provost and President have been doing departmental and building visits. They are learning what is happening inside and outside classrooms. They will be doing a visit every 2-3 weeks.

PROVOST – The Provost indicated they are focused on academic year 2022-23 enrollments and budgets. Central is working to position ourselves for the most positive year. Thinking about our students not as just a transaction. They have been working on information to recruit students, how to retain students. Preview day is a great way to meet students. There will be an on preview day February 10 and an in-person one in March. Provost DenBeste indicated that as we continue to hone the budget ahead, we have really appreciated the questions and being open to do things differently. The Provost is optimistic that we can exceed enrollment goals. Currently the Provost is going through faculty development files. As we begin to think about next year, she wants to meet with Senate committees and leadership around this process. COVID continues to be part of our lives. The numbers are supposed to be going down. Appreciate the work that faculty have done around these efforts. She has heard good things from students about faculty who are being creative to help students. Gail Mackin has taken over the interim CEPS dean while Dean Pellett is taking leave. Rebecca Lubas is working as the interim dean of Graduate Studies and Research. CEPS dean search is well underway. Zoom interviews start tomorrow. Rebecca is close to announcing the graduate council task force. There should be information sent out about the graduate studies listening sessions fairly soon.

CHAIR-ELECT – Chair-Elect Samples reported that the next open EC meeting will be Wednesday, February 9 from 3:00 – 4:00 p.m. An email with the link will be sent out prior to the meeting.

NEW BUSINESS - None

Meeting was adjourned at 4:43 p.m.

Exhibit A

Title of Section: Faculty Code, Section I, B. 2. i.

New **Revised X**

Summary of changes:

BFCC proposed addition of language to the Faculty Code, Emeritus Faculty Appointments to clarify the requirement of length of teaching service and employment status for NTT emeritus status eligibility.

Additional edits made 1/24/22, to be presented at Faculty Senate meeting on 2/2/22.

Justification of Changes:

Currently, the Faculty Code does not stipulate the requirement for eligibility of NTT faculty for emeritus status, however, NTT faculty are eligible for nomination to emeritus status. The CBA outlines the minimum requirements for Senior Lecturer status as “A minimum of five (5) years’ faculty experience at the University, completion of at least one-hundred thirteen (113) workload units...” (CBA section 8.2.5). Additionally, this requirement is consistent with requirements for Senior Clinical Faculty (CBA section 8.2.8), and Senior Head Coach or Senior Assistant Coach, “A minimum of five (5) years’ experience coaching at least one-half time on an annualized basis at the University...” (CBA, section 8.2.11). One-hundred thirteen hours (113) is consistent with part-time (.5) service. The CBA also uses the similar requirements for NTT faculty to be eligible for multi-year contracts, “Senior Lecturers/Senior Clinical Faculty who have held senior status for four (4) or more years, and who have had an FTE of 0.50 or greater in a college for four (4) or more consecutive years, will be issued a contract with a minimum term of two (2) years.” (CBA section 10.1.3.a). The proposed Faculty Code language change is consistent with the CBA requirements for promotion.

Budget Implications:

Potential cost to department and college, exact cost unknown.

PROPOSED LANGUAGE FOR Faculty Code:

2. Emeritus Faculty Appointments

a. Faculty, who are retiring from the university, may be retired with the honorary title of “emeritus” status ascribed to their highest attained rank or title. ~~The emeritus status is recommended for faculty members who have an excellent teaching, scholarly, and service record consistent with their appointments.~~

- i. The emeritus status is recommended for faculty members who have an excellent teaching, scholarly, and service record consistent with their appointments. A normal requirement for appointment to the emeritus faculty is ten (10) years of full-time service as a member of the teaching faculty. ~~For non-tenured~~

~~faculty, an accumulation of ten (10) years of at least half-time service as a member of the teaching faculty.~~

- ii. The emeritus status is recommended for non-tenured faculty members who have an excellent teaching record. A normal requirement for eligibility to the emeritus faculty is for the faculty member to teach at least thirty (30) quarters over a minimum of ten (10) years and have an accumulated total of at least 225 WLUs as a member of the teaching faculty.
- iii. Any eligible faculty member may be nominated, including self-nomination, for emeritus status to the department chair. Nominations shall include a current vita and may include letters of support.
- iv. A simple majority of the eligible faculty in a department as defined in I.B.1.a.iv must approve the recommendation of emeritus status. Departments must adhere to the simple majority vote.
- v. The BOT may grant emeritus status to any faculty member at their discretion.

Exhibit B

Title of Section: Faculty Bylaws Section III, A.

New **Revised X**

Summary of changes:

BFCC proposed addition of language to the Faculty Bylaws, (Section III. Standing Committees) to restrict the number of representatives serving on a standing committee from department or group with senate representation to one member.

Justification of Changes:

The restriction of representatives from a department or group to one (1) per standing committee will encourage representation from multiple departments, provide diverse viewpoints, and expertise resulting in broader perspectives and campus wide representation. The proposed language allows more than one member from a department or group if approved by the EC. This language was removed from the CWU Faculty Bylaws (estimated in 2005), the BFCC is proposing the reinstatement of this language.

Budget Implications:

Unknown.

PROPOSED LANGUAGE FOR CWU FACULTY BYLAWS:

III. Senate Standing Committees

A. General Provisions

1. Rules concerning the creation of standing committees are set out in the Code, Section IV.D.2.
2. The powers and duties of the standing committees are set out in the Code, Section IV.D.1.
3. ~~a.~~ Each standing committee shall consist of no fewer than five (5) faculty members. The Executive Committee shall endeavor to appoint these members and have them ratified by the Senate at the February meeting.
4. No more than one (1) committee member may come from any one (1) department or group with Senate representation unless approved by the EC.
5. ~~4.~~ No faculty member may serve on more than one standing committee at a time.
6. ~~5.~~ Members may be appointed from among the general faculty, with proportional balance sought between the colleges. At least one (1) member of each standing committee should have served on the committee the previous year.
7. ~~6.~~ Term appointments for standing committees shall run three (3) consecutive academic years. A partial term of two (2) years or more shall be treated as a full term, while a partial term of less than two (2) years shall not be counted.

- a) Continuous service on standing committees (whether the same committee or two different committees) shall be limited to no more than two (2) consecutive full terms.
- b) Once a faculty member has served two (2) consecutive full terms, a minimum of three (3) years shall lapse before said faculty member may serve again on any standing committee.
- c) However, if a vacancy on a committee cannot be filled by an eligible candidate by February 15th, the pool of candidates may be widened by waiving the restrictions stated in 6.a and 6.b.
- d) d. In situations where a college membership seat is vacant for more than sixty (60) days, the EC may nominate a member-at-large to fill the vacancy for the remainder of the academic year, subject to Senate ratification. If the college membership seat cannot be filled after two emergency appointments, the EC shall review the makeup of the membership structure and may charge the Bylaws and Faculty Code Committee to restructure the committee membership.

Exhibit C

Title of Section: Faculty Bylaws, Section III.B.

New Revised X

Summary of changes:

BFCC proposes the addition of language under Organization and Procedures in Faculty Bylaws for initial discussion of motions, subsequent discussion, and voting. The new language will appear as III.B.5, resulting in the renumbering of the following sections.

Justification of changes:

In order to allow committee members to freely cast their votes without any real or perceived influence from non-voting members, we propose that committee voting may take place in closed sessions of the committee. The timing of these closed sessions may occur during the meeting, after the meeting, or at some other date and time, but the decision on when to hold the closed session will be left to the discretion of the committee chair.

Budget implications: None.

Proposed Faculty Bylaws change:

III. Senate Standing Committees

B. Organization and Procedures

1. Each year, standing committees (with the exception of the General Education Committee (GEC) shall elect their own chairs from among the members of the committee. Each chair will serve as the liaison to the Executive Committee. If not a Senator, the chair becomes an ex officio member of the Senate without vote.
 - a. General Education Program Director will serve as the GEC Chair. All faculty members who have served on GEC at least one academic year within the last four years are eligible. Each program director will serve a three (3) year term, comprising one (1) year as program director-elect followed by two (2) years as program director. GEC will forward the program director-elect nomination to the Executive Committee for ratification at the January Faculty Senate meeting.
 - b. General Education Program Director-Elect duties will begin June 16.
2. Standing committees shall report on their activities at each full Senate meeting monthly to the Senate or as otherwise directed by the Executive Committee.
3. Standing committees shall normally concern themselves with policy matters. These committees may refer general policy questions or issues relating to specific cases to the Executive Committee for consideration by any standing committee or committees or other interested groups or individuals. The

committees will act on charges as presented by the Executive Committee. In addition, committees may initiate their own activities as desired, with approval by the Executive Committee.

4. Early in the fall quarter of each year, each standing committee, except Academic Affairs, Curriculum and General Education, shall determine its schedule of meetings for that entire academic year. The schedule may be determined either at the committee's first meeting, or via communication between the committee members prior to the first meeting. Once the year's meeting schedule is determined, the chair shall ensure that the schedule is forwarded to the Senate Office. Academic Affairs, Curriculum and General Education committees will meet according to the established meeting day and time. The first meeting of each committee shall ordinarily occur before October 31st.
5. Once a motion has been made and seconded, discussion with the full committee, including non-voting members, may take place. Standing committees may then conduct further discussions in closed sessions with no guests, ex officio members, designees, or any other non-voting members present. After these discussions, voting committee members may conduct the vote in a closed session without any non-voting members present. At the committee chairperson's discretion, the final vote may be conducted via a secret vote.
6. ~~5.~~ Any standing committee member who, in a single academic year, is absent for three (3) committee meetings, or for two (2) consecutive committee meetings, shall inform the committee chair of the reason for the absences. If the member in question does not provide such a reason, or if the chair deems the reason inadequate or if the member does not provide assurance that the absences will cease, the chair may ask the Executive Committee to move to have the member removed from the committee. Before making this request of the Executive Committee, the committee chair shall first endeavor to inform the member, in writing, of the chair's intention to request the removal of the member. The Executive Committee will inform the member of the decision to remove them from the committee. The member will have ten (10) working days to respond to the Executive Committee. If there is no resolution to restore the member to the committee, then the seat shall be declared vacant. The Senate chair shall then inform the member's department(s) in writing of their removal.
7. ~~6.~~ If the committee's work is blocked or impaired by a member, the committee may take a secret ballot vote to decide if removal is recommended. This recommendation would be submitted in writing, with a detailed justification, to the Executive Committee for approval. In cases where the member in question is the committee chair or for reasons that would preclude a committee vote, any committee member may request the

Executive Committee to investigate the situation and oversee a committee vote, if necessary. The Executive Committee will inform the member of the decision to remove them from the committee. The member will have ten (10) working days to respond to the Executive Committee. If there is no resolution to restore the member to the committee, then the seat shall be declared vacant. The Senate chair shall then inform the member's department(s) in writing of their removal.

- 8.~~7~~. If the Executive Committee recommends removal of the member in question, that member may appeal that removal to the full Senate. Senate may override the decision of the Executive Committee and restore membership.

Exhibit D

Master of Music

General Requirements for All Graduate Music Degrees

Courses in Major Field, including MUS 700, Thesis - Credits: 15-21

Other Studies in Music including below - Credits: 18
MUS 521 Methods of Musical Research (3)

Six credits of music history **Credits:** (6)

Six credits of music theory **Credits:** (6) (Composition majors may substitute a non-theory course in this category)

Three credits in ensemble courses **Credits:** (3) (Course substitution for ensemble requirements for summer MM Education degree program)

Department-Approved Electives Credits: 6-12
Elective courses in supportive areas.

Total Credits: 45

Collaborative Piano

Admissions

Admission to this program will be based upon faculty evaluation of evidence of an appropriate level of performance and knowledge on collaborative piano skills, musicianship, and keyboard skills. All applicants in Collaborative Piano (vocal, instrumental) must have completed an undergraduate course of study in piano performance. Exceptional applicants with different educational backgrounds and training other than piano performance will be considered as well with the evaluation by the piano faculty. Applicants will be auditioned and placed into one primary track and one secondary track. Students will be encouraged to study and work with all areas and instruments whenever possible.

It is expected that Collaborative Piano applicants must be able to:

Keyboard skills evidence deemed appropriate such as sight-reading, score reduction, and transposition in consultation with the evaluating committee

Vocal collaborative piano track:

Demonstrate knowledge and interpretative skills on a broad spectrum of vocal literature.

Demonstrate competency in French, German, Italian, or Spanish equal to the successful completion of one year of university level foreign language. If a candidate is lacking this requirement upon entry, the student must take one year of language as a remedial course.

Instrumental collaborative piano track:

Demonstrate knowledge and interpretative skills on a broad spectrum of string and woodwinds/brass literature.

This program requires a minimum one-year residency prior to graduation. Candidates will work under the direct supervision of the piano professor but will also work with applied faculty in the Vocal, String and Woodwinds/Brass Areas during each quarter in residence.

Courses in the major field

A minimum of 12 credits of major applied instruction (8 credits for primary track, 4 credits for secondary track) and 3 credits of accompanying practicum in addition to the 6 credits of thesis study.

MUS 592 Accompanying Practicum (1-3)

MUS 664 Major Applied Area (Individual Instruction) (2 or 4)

Other Studies

Other studies in music should include:

MUS 521 Methods of Musical Research (3)

3 credits in music theory courses (selected from Music Theory Graduate Course listing below)

3 credits of music history courses (selected from Music History Graduate Course listing below)

3 credits in small/large ensemble courses (selected from Ensemble Graduate Course listing below)

Electives

Elective courses in music can be chosen from the following:

MUS 425 Studio Pedagogy (3)

MUS 426 Studio Literature (3)

MUS 486 Jazz Band Arranging (3)

MUS 536 Diction for Singers 1 (2)

MUS 537 Diction for Singers 2 (Advanced IPA and German) (2)

MUS 538 Diction for Singers 3 (Advanced IPA and French) (2)

MUS 541 Advanced Conducting (3)

MUS 558 Survey of Solo Vocal Literature (3)

MUS 575 History of Chamber Music (3)

Thesis

As a thesis project (MUS 700) the student will conduct a public performance and submit a covering paper. Normally this paper will be based on the works studied.

MUS 700 Master's Thesis, Project Study, and/or Examination (1-6)

REPORTS

To: Faculty Senate

From: Joshua Welsh, Academic Affairs Committee Chair

Date: January 24, 2022

Re: Faculty Senate Academic Affairs Committee Report

The Academic Affairs Committee continues to work through its list of charges. We began the year with a list of 17 charges, sent to us by the Executive Committee.

Fall Charges

This fall we have been working on charges involving the following areas of concern.

Charge number, description, and timeline	Charge Status
Charge 01. Consider revisions to policy and/or procedure regarding required advising, to align with the Academic Advising Council's endorsed recommendations. Timeline: Fall Quarter	AAC has developed draft policy to codify these recommendations. We await feedback from the Advising Council before moving the policy forward to Senate.
Charge 02. Consider developing a policy and/or procedure for placing, communicating, and managing holds on student accounts. Timeline: Fall Quarter.	The AAC sub-committee dealing with this charge continues to consider how to implement it.
Charge 03. Continue revisions to warning/probation/suspension policy/procedure and craft modifications of policy/procedure to reflect these revisions. Timeline: Fall quarter Charge 10. Consider revisions to policy and/or procedure regarding academic probation rules and how they are implemented. Timeline: Winter Quarter	AAC drafted policy for the December Senate meeting, but we pulled it in order to father feedback from the Office of Student Success and other stakeholders. We have gathered that feedback and will bring it back to Senate once the feedback has been integrated into the policy proposal.
Charge 04. Continue working with the ADI ad-hoc committee on policy language about the anti-racist and/or a race and ethnicity graduation requirement for undergraduate students Timeline: Ongoing	An AAC representative has met with the ADI ad-hoc committee on this issue.
Charge 05. Continue revisions to the academic dishonesty policy (CWUP 5-90-040(25)) and procedure to clarify the process overall and for appeals. Timeline: Fall Quarter	AAC members continue to work on the language for this policy proposal.
Charge 06. Consider developing university policy or procedure to ensure departmental policies on plagiarism and other behaviors are consistent with the student conduct code, WAC, and FERPA. Timeline: Fall Quarter	AAC members continue to work on the language for this policy proposal.

Charge number, description, and timeline	Charge Status
Charge 07. Continue working on the language for policy 5-90-80 regarding Disruptive Behavior in academic settings. Timeline: Fall Quarter	We have gathered feedback from the EC and the Associate Provost. Our next step will be to gather information from the Office of Student Success.
Charge 08. Consider developing policy and/or procedure for improving transfer students' catalog year and degree requirements consistency. Timeline: Fall Quarter. – High Priority	Passed Faculty Senate on December 01, 2021.

Winter Charges

We will begin working on the following charges in the Winter quarter:

- Charge 09. Consider revisions to honors definitions and honor roll requirements. **Timeline:** Winter Quarter

If you would like to provide feedback on any of our charges, please let me know at josh.welsh@cwu.edu

**Bylaws and Faculty Code Committee (BFCC)
Faculty Senate Report February 2, 2022**

During the months of December and January, the Bylaws and Faculty Code Committee continued to work on a number of charges, a summary of these charges and our progress as well as those items presented to the Faculty Senate for vote and status are listed below:

BFCC21-22.01 Continue working and moving forward language for the CWUP and correlated language in Faculty Code that strengthen the code and shared governance and that would protect the Senate. **Timeline:** Fall Quarter

Progress: This language was originally approved by the BFCC during the 2020-2021 academic year and was reviewed by the Senate Executive Committee. As the original purpose of this language was to strengthen the Code and shared governance and protect the Senate, it was felt that the scope and format required attention. The committee is in the process of finalizing the revised language for this charge, we are hopeful the proposed CWUP section will be presented to Faculty Senate at the March Senate meeting.

BFCC21-22.02 Consider changes to Bylaws, Section I.C.1 regarding senate representation for departments. **Timeline:** Fall Quarter

Progress: The BFCC is continuing to work with the EC to identify the number of FTE and senate representation in Faculty Senate. A consensus for the minimum FTE for Senate representation, as well as a minimum number of FTE per the definition of ‘department’ is currently being discussed. No new updates on this charge.

BFCC21-22.04 Consider additional language regarding benefits and privileges for Emeritus Faculty as outlined in Faculty Code, Section I.B.2.d. **Timeline:** Winter Quarter

Progress: This language was passed in Senate during the 2020-2021 academic year and was to go before the BOT. It was requested that the BFCC review the addition of language regarding benefits and privileges for Emeritus Faculty, specifically budget responsibility and decisions (FC I.B.2.d.). The BFCC has requested that the BOT review the language to be included in the Faculty Code as passed by the Faculty Senate without addition of language regarding budget responsibility. No new updates on this charge.

BFCC21-22.05 Consider additional language regarding the definition of full-time service for NTT faculty eligibility for emeritus status in Faculty Code, Section I.B.2.a.i. **Timeline:** Winter Quarter.

Progress: The BFCC has identified the requirements for NTT promotion from the CBA as a basis for clarification of the requirements for eligibility of emeritus status. This motion was presented for the first of three readings to Faculty Senate on January 19th, 2022. Communication from various Faculty Senators resulted in adjustment of the language to include the minimum number of WLU, exclusion of the term “half-time”, and separating the requirements to appear in a separate section to identify the teaching requirement and excluding the requirements of service and scholarship for NTT faculty.

BFCC21-22.06 Review and consider language in bylaws regarding rules for multiple members from one department serving on senate committees. **Timeline:** Spring Quarter.

Progress: The BFCC has reviewed the current and past language from previous versions of the Bylaws and noted that, at one time, the Bylaws did include a statement that limited the number of committee members from the same department to one (1) unless approved by the Executive Committee. The BFCC will propose adding this language back into the Bylaws at the Faculty Senate meeting on February 2nd Senate meeting (first of two readings).

BFCC21-22.07 Consider code revisions regarding frequency of assessments of academic administrators, Senate and Executive Committee. **Timeline:** Spring Quarter

Progress: The BFCC is currently working with the Evaluation and Assessment Committee (EAC) to revise the language in the faculty code concerning the biennial schedule for Faculty Assessment of Academic Administrators, and Senate and Executive Committee Assessments, with the intention of reducing survey/assessment fatigue by alternating the biennial assessment schedule. The BFCC is hopeful that this revised language will be presented to Faculty Senate at the March Senate meeting.

BFCC21-22.08 Consider additional language in the Faculty Senate Bylaws to change the membership of Faculty Senate committees regarding ex-officio roles and guest guidelines.

Timeline: Spring Quarter

BFCC21-22.09 Consider additional language in Faculty Senate Bylaws and/or Faculty Code regarding Senate committee meeting formats. **Timeline:** Spring Quarter.

Progress: The BFCC identified the ex-officio roles and guest guidelines as well as Senate committee meeting formats and created a separate section to be included in Senate Bylaws (Section III.B.5). This new section provides recommendations for the initial discussion of motions and voting procedures. Charges 21-22.08 and .09 are combined under one motion presented to Faculty Senate on February 2, 2022, for the first of two readings.

BFCC21-22.10 Standardize language in Faculty Code and Bylaws regarding committee titles.

Timeline: Spring Quarter.

Progress: The BFCC is currently reviewing the Faculty Code and Bylaws for inconsistencies in committee titles. This review is expected to be completed by March 2022.

Motions presented in Senate and vote status:

BFCC21-22.03 Consider strengthening language in Faculty Code, section II.G.1.i. regarding Senate jurisdiction in senate complaint policy and procedures, specifically with regard to the term ‘professionalism’. **Timeline:** Fall Quarter

BFCC proposed the removal of the term “professionalism” from section II.G.1.i.

Passed January 19th, 2022

The Bylaws and Faculty Code Committee

Mary Radeke

Nathan White

Mark Samples