

Bylaws and Faculty Code Committee
February 14, 2022
Minutes approved 2/28/22

1. Meeting called to order at 3:32pm.
2. Feb. 7th, 2022 minutes approved (Nathan 2nd, all in favor)

3. Chair updates

Mary sent most recent changes to Ruthi Erdman, and she replied with her approval. Emailed Warren Plugge, no new updates from EAC.

Mary also communicated with Chris Schedler - to let him know we would be reviewing full Code and Bylaws for gendered language.

4. EC updates

EC in support of new language with NTT emeritus language. MR will send on to Janet

EC had some thoughts on naming inconsistencies in Code, update abbreviations, use once as full term (with abbreviation), then use abbreviation from that point forward.

Charge 1 - EC liked idea a new CWUP section (2-80 "Shared Governance"). Greg will run by president. EC understood BFCC's rationale and in favor of new language.

Minor language changes for sake of clarity on Charge 1: make sure new section is 2-80 and uses $\frac{3}{4}$ majority rather than "actual majority", and state, "as defined in Faculty Code".

Greg will run it by the president before we present it to Senate.

Mark reminded Greg to ask Provost about definition of "Department". Mark will check to see if Greg has heard from Provost.

5. Discussion of motions

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.

Third reading of three at Faculty Senate meeting on 3/2/22.

"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~~ 200 WLUs as a member of the teaching faculty."

MR will send it new current version of the motion to Janet, cc Greg.

Brief discussion of other Emeritus criteria at other universities.

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

Second reading of two (Bylaws) at Faculty Senate meeting on 3/2/22.

No feedback on this.

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.

Second reading of two (Bylaws) at Faculty Senate meeting on 3/2/22.

No feedback on this.

6. Discussion of remaining charges:

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

Mary sent to EC on 1/31:

EC's changes from Feb. 9th appear as underlined.

Proposed change:

CWUP 2-80 "Shared Governance" (new section)

The Faculty Code describes the parameters of shared governance and consultation between the BOT, the administrative agents of the BOT and Faculty. The Faculty Code recognizes a shared responsibility in matters pertaining to the planning and development of university-wide policy that are not covered by the CBA. Effective collegial governance relies on open and effective communication between stakeholders: the Faculty Senate, faculty, the BOT, and the administration. Consultation, as defined in Faculty Code, assures that all parties are properly informed and included.

1. Violations of Faculty Code and failure to consult stakeholders will be investigated by the Faculty Senate Executive Committee in conjunction with the President and then subsequently referred to the BOT or their appointed representative for resolution.
2. Any attempt to dissolve the Faculty Senate without the consent of a 3/4 ~~actual~~ majority of Faculty, as defined in Faculty Code, constitutes a violation of Faculty Code and CWUP.
3. CWUP 2-80 represents an exception to the CWUP and can only be amended with the joint approval of a 2/3 majority of the BOT, the office of the president, and a 2/3 majority of the Faculty Senate.

Waiting for Greg to respond with update from President.

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

BFCC discussed Greg's (EC) suggestions and agreed to replace "shall" with "may" in sections vi, vii, viii, and ix. Nathan seconded the motion to change, all were in favor.

Additionally, the BFCC suggested replacing “shall” with “may” in section iii. Mark seconded the motion; all were in favor.

1.B.2.d. To facilitate the emeritus faculty member’s voluntary participation in and support of the University, emeritus faculty:

- i. may participate in academic, social and other faculty and university functions;
- ii. shall be listed by name and ascribed to the faculty member’s highest rank or title in the university catalog;

Based on budget and availability and to be reviewed yearly, emeritus faculty:

- iii. ~~may shall~~ be issued staff ID cards and parking permits each year without charge;
- iv. may be assigned an office;
- v. may have clerical support;
- vi. ~~may shall~~ have access to computer or department equipment with technical support and maintenance as outlined by WAC 292-110-010, and by permission of program, department, and dean;
- vii. ~~may shall~~ have the same library privileges, email account, email support service, software downloads, and technical support, as regular faculty per Information Services (IS) policy;
- viii. ~~may shall~~ receive university publications without charge;
- ix. ~~may shall~~ qualify for faculty rates at university events, if available;
- x. may serve on any committee in ex officio, advisory, or consulting capacity according to expertise and experience.

MR sent to EC. Waiting to hear back from EC on this before sending to Janet for an official motion in Senate.

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

No report. Mary will emailed Warren Plugge to find out if EAC has made any decisions on the assessment timeline. This will have to go on the April Faculty Senate agenda in order for 3 readings by June 1st Senate meeting.

Waiting on response from Warren Plugge.

BFCC21-22.10 Standardize language in Faculty Code and Bylaws regarding committee titles. **Timeline:** Spring Quarter

MR shared a few changes with committees. Mary will send her revisions to Nathan, Nathan will then send his changes to Mark. MR will do the same with Bylaws (send to Nathan, then Nathan will send to Mark). Each will use different highlighting. BFCC can work on throughout rest of Spring quarter because it does not need to go through readings.

BFCC21-22.11 Review committee procedures manual and update as required. **Timeline:** Approve updated procedures manual by the last committee meeting of the year.

BFCC will address this in following meetings, once remaining charges have been presented at Senate.

Nathan mentioned an issue on procedures:

2. Responsibilities of the committee:

2.1. The committee receives its charges from the Executive Committee.

2.2. When requested by the Executive Committee, the committee reports to the Faculty Senate and/or to the Executive Committee.

Nathan pointed out that BFCC does more than receive charges and report to EC. Charges must be completed/addressed, etc. Language needs to be revised.

BFCC discussed possibility of basing number of senators on prior to 2020 (prior to pandemic), otherwise senator allocation will be reduced for all departments. As Nathan pointed out, this will depend on the changes that come with the definition of “Department” from the Provost.

Regarding BFCC vacancy - MR will remind Senate of vacancy (after motions presented). MR will also ask Greg to mention it in his Chair report. BFCC had also discussed increasing WLU for BFCC, if we can't manage to attract any senators.

If no updates - MR will let BFCC know if we need to meet on 2/28/22

7. Adjourned at 4:01pm

Status Update

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

Waiting for Greg to report review from President.

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

Waiting for definition of “Department” from Provost.

BFCC21-22.03 Consider strengthening language in Faculty Code, section II.G.1.i. regarding Senate jurisdiction in senate complaint policy and procedures. Timeline: Fall Quarter

Passed.

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

To be presented at Senate on 3/2/22

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Waiting to hear back from Warren Plugge.

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

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Second reading of two at 3/2/22 Senate meeting.

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

Timeline: Spring Quarter.

Mary will send on edits to Nathan who will in turn, send on to Mark. Same with Bylaws.

BFCC21-22.11 Review committee procedures manual and update as required. Timeline: Approve updated procedures manual by the last committee meeting of the year.

BFCC will continue working on this throughout Spring quarter.