

Bylaws and Faculty Code Committee
February 28, 2022
Minutes approved 3/14/22

Members present: Mary Radeke, Mark Samples, Nathan White

1. Meeting called to order at 3:31pm
2. Feb. 14th, 2022, minutes corrected and approved (Motion seconded by Mark, all approved).
3. No Chair updates

4. EC updates:

EC discussed the following charges:

- **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

Regarding the changes in language for many of the points (see below) where “may” is to replace “shall”. Mark reported that the EC had similar concerns with changing all of the privileges from “shall” to “may” because the EC feels that many of the privileges should be in provided for, while some may be contingent on cost and budget. One proposal would be to move the privileges that are based on budget and availability to fall under one heading, while the other privileges that should be granted.

This would mean that the privileges that “shall” be awarded to emeritus faculty, either regardless of budget or availability are:

- 1) (may) participation in academic, social and other faculty and university functions
- 2) listing by name and ascribed to the faculty member’s highest rank or title in the university catalog
- 3) Faculty ID card and parking permit
- 4) library privileges
- 5) email account and email support service as regular faculty
- 6) eligible for faculty rates at university events, if available

Privileges based on budget and availability (indicated with the word “may”)

- 7) faculty office
- 8) clerical support
- 9) access to computer or department equipment with technical support and maintenance
- 10) software and technical support
- 11) receive university publications without charge
- 12) service on any committee in ex officio, advisory, or consulting capacity

BFCC discussed the listing of library privileges and email account and email support separately (iv. and v., respectively). Additionally, the removal of “downloads” in the sentence “have the same ~~library privileges, email account, email support service,~~ software ~~downloads~~ and technical support as regular faculty per Information Services (IS) policy;”. Vote

Edited language:

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;
- iii. shall be issued staff ID cards and parking permits each year without charge;
- iv. shall have the same library privileges as regular faculty;
- v. shall have email account and email support service as regular faculty per Information Services (IS) policy;
- vi. shall qualify for faculty rates at university events, if available.

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

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

- Mark reported that the EC liked the EAC's proposed schedule of assessments. See below.
- Mark also suggested that the BFCC compile a list of suggested charges for next year in the BFCC year-end-report

5. Discussion of motions

BFCC21-22.07 Consider code revisions regarding frequency of assessments of academic administrators, Senate and Executive Committee. Timeline: Spring Quarter
Discuss new language (email circulated). Will be on April Senate meeting.

- Nathan proposed that the lack of language stating that EAC is responsible for anything other than recommending tools for assessment needs to be addressed and should be added to BFCC’s charges for next year - to be included on the BFCC Year-end-Report.

- **Proposed wording: (Mark’s edits included)**

"It shall receive, review, initiate, and make recommendations or proposals for assessment tools used for the biennial faculty assessment of academic administrators **on a rotating basis (even years: President, Vice Provost, Library Dean, and Dean of Graduate Studies; odd years: Provost, College Deans, Dean of Undergraduate Studies)** and the **annual** ~~biennial~~-Senate and EC assessments..."

- BFCC vote: Motion seconded by Nathan; all were in favor.

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

- No update from Greg/EC.

Proposed change: (EC proposed change as of Feb. 9th, 2022
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.

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

- No update from Greg/Provost on definition of “Department”?

6. Discussion of remaining charges:

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

Timeline: Spring Quarter

- No update on Code review. Mary will send Bylaws to Nathan (who will then send to Mark) when review has been completed.

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.

No progress report, BFCC will continue to work on this throughout Spring Quarter.

7. Summary of motions to be presented at 3/2/22 Senate meeting:

- **Motion No. 21-22**(Third reading of three): Recommends amending the Faculty Code Section I.B.2.i. Emeritus Faculty Appointments as outlined in Exhibit D.
 - NTT eligibility criteria
 - No further feedback on this motion.
- **Motion No. 21-24**(Second reading of two): Recommends amending the Faculty Senate Bylaws Section III.A. as outlined in Exhibit E.
 - 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.
 - No further feedback on this motion.
- **Motion No. 21-25**(Second reading of two): Recommends amending the Faculty Bylaws, Section III.B. as outlined in Exhibit F.

- 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.
- No further feedback on this motion.

8. Adjourned at 4:21pm

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 feedback.

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

- Sent edited language to EC for final review, hoping to add to April Senate meeting.

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 in Senate on 3/2/22

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 at 3/2/22 Senate meeting.

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

- Received proposed assessment schedule from EAC. BFCC sent proposed language to EC for review on 3/1/22.

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 at 3/2/22 Senate meeting.

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

- Nathan reviewing Code (will forward to Mark), Mary reviewing Bylaws and will send on to Nathan when complete.

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.

Proposed charges for next year (2022-2023) to be included on year-end-report:

- Clarification of EAC duties in Code
- Review Code and Bylaws for gendered language.