

**FACULTY SENATE
ANNUAL
STANDING COMMITTEE REPORT**

2019-2020 ACADEMIC YEAR

Prepared for the Central Washington University Faculty Senate

Faculty Senate Committee: Bylaws and Faculty Code Committee

Committee Chair: Jason Dormady

Committee Representation:

- Members: Mary Radeke, Stephen Robison, Laura Portolese, Jason Dormady
- Ex Officio Members: Elvin Delgado, EC Representative
- Student Representatives
- Guests: Walter Szeliga (EC President – one visit 2/25 meeting)

Committee Charges:

The Committee received the following charges from the Faculty Senate Executive Committee on 16 September 2019.

According to Faculty Code Section IV.D.1.d.: The Bylaws and Faculty Code Committee shall be concerned with the continuing study and improvement of the Senate Bylaws and the Faculty Code. It shall receive, review, initiate, and make recommendations or proposals for amendments to both documents to the Senate via the Executive Committee, coordinating its efforts with other individuals, groups or committees as necessary or appropriate. It shall prepare drafts of such amendments and present such drafts to the Senate together with the rationale for such amendments, and do such other similar things as charged by the Executive Committee.

Our expectation is that you will continue pursuing the responsibilities outlined in your charge in the Senate Bylaws and Faculty Code. In addition, we request that you consider the following items this year (ordered by highest priority/ most immediate need; background information is provided in italics following charges the Executive Committee thought may need explanation):

BFCC19–20.01 Revise language in code/bylaws surrounding the senate chair’s summer stipend. Timeline: Winter quarter. Summer pay for the Senate Chair is presently listed as a stipend. Going forward, the union would like to see this referred to in terms of workload. Consider revising the language in Code section IV E 2 b to replace references to a stipend. For reference, we have budgeted 4 WLU for the Senate Chair during the summer.

BFCC19-20.02 Continue conducting a comprehensive Faculty Code review. Identify areas that may need updated to strengthen faculty shared governance at Central. Consider

soliciting feedback from faculty via public forums or other mechanisms. Identify changes in organization or language needed to clarify Code. Timeline: Ongoing. Submit completed edits to Executive Committee by end of Winter quarter, if possible.

BFCC19-20.03 Review committee procedures manual and update as required. Timeline: Approve updated procedures manual by last committee meeting of year.

Report on the Activities of the Committee:

- Meeting Dates and Times:
 - Fall Quarter Meetings: Time – 3 to 5 pm. Dates - 9/30, 10/14, 10/28, 11/4, 11/25
 - Winter Quarter Meetings: Time – 3:30 to 5 pm. Dates – 1/14, 1/28, 2/11, 2/25, 3/10 meeting was held via email due to health concerns
 - Spring Quarter Meetings: One Zoom meeting occurred on 4/13. All other business was conducted on an as needed basis via email discussions.

- Motions (Motion No. and Current Status)

Motion 19-19: Recommends amending the Faculty Code, Section IV. E. PASSED

Section IV. FACULTY SENATE E. Assigned Time and Workload Units for Senate Offices and Activities 1. Workload units associated with Senate offices and activities are based on: 30 hours of time spent in meetings and in preparation for meetings = 1 workload unit. It is acknowledged that units assigned reflect an annual average that faculty may reasonably expect over a three-year term. 2. Senate Chair a. The Senate chair shall be relieved of thirty-six (36) workload units of teaching for the academic year to perform their duties. The department in which the chair teaches shall receive compensatory funds from the Senate. b. The chair assumes certain duties and responsibilities in the summer, for which a stipend ~~8-14 WLU~~ **8-14 WLU (based on need and budget considerations) is are** negotiated with the president. 3. Senate Chair-Elect The Senate chair-elect shall be relieved of eighteen (18) workload units of teaching for the academic year to perform their duties. The department in which the chair-elect teaches shall receive compensatory funds from the Senate. a. **The chair-elect assumes certain duties and responsibilities in the summer, for which the Senate Chair assigns 1 WLU.** 4. Senate Past Chair The Senate past chair shall be relieved of eighteen (18) workload units of teaching for the academic year to perform their duties. The department in which the past chair teaches shall receive compensatory funds from the Senate. a. **The past chair assumes certain duties and responsibilities in the summer, for which 4- 7 WLU (based on need and budget considerations) are negotiated with the president.** 5. Executive Committee Member Executive Committee members who are not the chair, chair-elect or past chair shall receive six (6) service workload units, three (3) of which shall be reimbursed by the Senate. a. **Members of the EC assume certain duties and responsibilities in the summer, for which the Senate Chair assigns 1 WLU.**

Motion No. 19-36: PASSED. Recommends reorganization and amendments to the Faculty Code. *This is an extensive document. Please see the minutes of Faculty Senate for 6 May 2020 for the full amendments in exhibit C.*

Motion No. 19-48 PASSED: Recommends amendment to Faculty Senate Bylaws II.A.

A. Composition 1. Membership The Executive Committee shall consist of the following voting members: the chair of the Senate, the chair-elect, the other ~~five~~ **six** elected members, and the

immediate past Senate chair. If the immediate past Senate chair is unable to serve on the Executive Committee, the most recent past Senate chair available shall serve. The past Senate chair (immediate or appointed) will serve as a voting member, even if not a current member of the Senate. 2. Representation During spring quarter, full-time tenured and tenure-track faculty from designated colleges shall elect their member(s) of the Executive Committee from the eligible senators in the following manner: ~~a. Two (2) faculty from each college, with the exception of the College of Business and Library, which shall share one representative.~~ **Two (2) faculty from each college with over 100 FTE. One (1) faculty from each college with less than 100 FTE. One (1) representative from the Library.** b. Every three years, the Faculty Senate shall elect an at-large member of the Executive Committee at a Senate meeting that spring quarter. 3. Procedures for Election a. The Senate office shall oversee the election process and provide a list of senators eligible for nomination and election. b. Elections shall be conducted by secret ballot during spring quarter. c. Terms shall be three years, beginning June 16th of that year. A partial term of two (2) years or more shall be treated as a full term, while a partial term of less than two years shall not be counted. d. Members can serve on the Executive Committee for up to two (2) consecutive terms.

- Concerns: With the loss of Courtney Allocca, BFCC did not have the in-person support necessary for the smooth running of meetings, notes, and code changes. The Committee sees as necessary the investment in additional support for the Faculty Senate administrative offices.

- Recommendations
 - The committee recommends that only one member of the Executive Committee serve on the BFCC at any time. Multiple EC members create multiple lines of communication with the EC and create confusion, delaying the movement of material from BFCC to the EC. In addition, the independence of the BFCC is hampered with multiple members of the EC. While the experience of 2019/2020 may be a “fluke” when two members of the EC served on the BFCC, it is possible that such would happen again. We recommend that the EC consider a charge to the BFCC to find ways to limit to one the number of members of the EC on the BFCC or any other Senate committee.
 - The Chair of the BFCC received a concern from the Chair of the History Department about the ability of Department Chairs to serve as Senators because it limits faculty representation in university shared governance. We recommend the EC consider the feasibility of limiting Senate membership to faculty not currently serving as a Chair or Program Director.
 - The BFCC unanimously approved of language for the CWUP and correlating language to the Faculty Code that would strengthen the code and shared governance and that would protect the integrity of the Senate. The Chair of the EC presented the language to President Gaudino who approved, but the Chair of the EC declined to have the BFCC move forward with the language. We include that language in this report with the strong recommendation that the EC give a charge to the BFCC to move that language forward during the AY 2020/21.

CWUP Section 2

Proposed section 2-10-220

The Faculty Code establishes the parameters of shared governance between the BOT, the administrative agents of the BOT and Faculty. The scope of Code formally 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 the Faculty Senate, faculty, the BOT, and the administration to assure that all parties are properly informed and, where appropriate, consulted.

1. In the spirit of collegial shared governance and good faith, any actions or policy not expressly enumerated in Code (but that falls within the scope of Code) require consultation with all involved stakeholders. Failure to consult stakeholders constitutes a violation of CWU Policy.
2. Violations of Code and failure to consult stakeholders as indicated in CWUP 2-10-220-1 will be investigated by the Faculty Senate Executive Committee in conjunction with the BOT or their appointed representative.
 - a. Any policy or action subject to an investigation is temporarily suspended must immediately desist until the completion of the investigation.
 - b. The appointed representative of the BOT may not be the current subject of the investigation.
 - c. The appointed representative of the BOT may be engaged from outside of Central Washington University.
 - d. No member of the Faculty Senate Executive Committee under investigation may participate in the investigation and will recuse themselves from all matters pertaining to the investigation.
3. If found in violation of CWUP 2-10-220, the party may be subject to a letter of expectation from the BOT, censure by the Faculty Senate, or a vote of no confidence from the Faculty. Parties found to engage in egregious and frequent attempts to circumvent Code may be subject to termination.
4. Policies under the following conditions are null:
 - a. in contradiction with Code
 - b. not expressly enumerated by the code, but that fall within the scope of the code,
 - c. implemented without stakeholder consultation.
5. Any attempt to dissolve the Faculty Senate without the consent of a 3/4 actual majority of Faculty constitutes a violation of Code, and therefore, of CWUP and is subject to point 4, this section.
6. CWUP 2-10-220 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.

PROPOSED LANGUAGE FOR THE FACULTY CODE PREAMBLE (inserted as the next paragraph of "shared governance" section in the preamble).

In the spirit of collegial shared governance and good faith, any actions or policy not expressly enumerated in Code (but that falls within the scope of the code as defined in this preamble and in CWUP 2-10-220) and/or that fails to consult stakeholders constitute a violation of CWU Policy (CWUP 2-10-220). Any attempt to dissolve the Faculty Senate without the consent of a 3/4 actual majority of Faculty constitutes a violation of Code, and therefore, of CWUP and is subject to the terms of CWUP 2-10-220.

Action, Decision and/or Recommendations committee took or has regarding the COVID-19 emergency:

- The committee remained flexible and used ZOOM for one meeting via ZOOM meeting software. With our charges from the Executive Committee completed we held our final meetings via email discussion threads.