

10-5-2016

CWU Faculty Senate Minutes - 10/05/16

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REGULAR MEETING
Wednesday, October 5, 2016, 3:10 p.m.
BARGE 412
Minutes

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

ROLL CALL All senators or their alternates were present except: Mark Auslander, Peter Boyle, Bobby Cummings, Bob Hickey, Meaghan Nolte, Robert Pritchett, Alison Scoville and Teresa Sloan

Guests: Carolyn Thurston, Christopher Boone, Sharon O'Hare, Anne Cubilie, Paul Ballard, Rose Spodobalski Brower, Kathy Whitcomb, Tayler Tahkeal, Aimée Quinn, Julia Stringfellow, Bernadette Jungblut, Todd Schaefer, Mike Harrod, Tim Englund, Heidi Bogne, Kevin Archer, Kathryn Martell, Charlene Andrews and Dia Gary

Agenda - Approved as presented.

MOTION NO. 16-01(Approved): APPROVAL OF MINUTES of June 1, 2016

Sathy talked about the emails that are going around regarding the KKK flyers in Ellensburg. There has been talk about starting a Not in Our Town group. The Executive Committee supports such a group. This would be an opportunity for the University and Ellensburg community to come together to stop hate. There is a website for Not In Our Community www.NOIT.org. The Not In Our Town is a movement to stop hate, address bullying, and build safe, inclusive communities for all. There will be a meeting on campus Friday, at 12:30 in SURC pit.

INTRODUCTIONS – Each of the Senators and guests introduced themselves.

COMMUNICATIONS - None

FACULTY ISSUES – Senator Bieloh asked if there could be a formal process for notifying faculty if they are not selected for committee vacancies. Currently the only process is to inform those that are appointed to the committee. Senator Ge asked if CWU would consider increasing the capacity of the Early Childhood Learning Center (ECLC). They are currently at capacity and there are many faculty with young children. Senator Johnson expressed his department's concern about the issues with textbooks this quarter with small orders or orders not coming in at beginning of quarter. Some students are waiting until the 2nd and 3rd week to purchase textbooks, even if the faculty has indicated the textbook is required. They feel that some faculty require the textbook and then they do not use them. Senator Bisgard asked about the "I drive" and what is going on with faculty web pages. If the "I drive" goes away, what will it be replaced with. Senator Harper indicated that students adding a class are not in Canvas right away and by providing a web page gives those students the material prior to the date being populated in Canvas. Senator Erdman indicated this is also an issue with students who are waitlisted. Senator Bartell said her department would like to bring up the annual concern with bicycles on campus. She suggested maybe something could be added to UNIV 101 that would give students some education. They would like to see campus police at the corner of Nicolson and Walnut particularly between classes. Senator Altman expressed a concern regarding not being notified until a week before class that the bookstore could not get the text that he had ordered four months prior.

PRESIDENT – President Gaudino indicated that Central is off to a good start this year. There is record first-year students that also have a strong academic profile. Transfer students will be up slightly. Extra sections of courses have been identified and funded. The budgets for all colleges last year were in the black. With the new budgeting model and policies, the colleges were able to retain most of that money. All budgets have been loaded into CatPlan. The computer replacement program has transitioned to be more

systematic replacement program. They are attempting to move to a 4 year replacement model. They are also identifying classroom technology that needs to be updated as soon as possible. Science II has been completed and the Samuelson remodel is underway. They were able to preserve the friezes on the side of the building and kept some of the balusters as well. The walls will be going up soon. They are hoping to get funding this legislative cycle for the Health Science building. Lind was vacated when departments moved into Science II. The plan is to move Communication to the 1st floor and ROTC on 2nd floor. There is a plan for Bouillon to become a one stop student service building. They are currently in the design phase. The abatement work will be starting on the Old Heat building. This building will house the Welcome Center, Housing and Admissions. Residence Halls are at 97% capacity this year. The SURC was built for approximately 7,000 students and we currently have 10,000-11,000 students. The Early Child Learning Center (ECLC) current limits on capacity is a matter of space and staffing. President Gaudino indicated they are aware of the demand. President Gaudino reported there are some new people on Cabinet. Vice President O'Hare has been here for 3-1/2 months, Provost Frank has been here for 3 months. President Gaudino has asked Dr. Clearly to be the full-time Diversity and Inclusivity officer on campus. There will be a search for Vice President of Operations position this year.

PROVOST – Provost Frank gave a brief overview of her first three months at Central. She has been meeting with departments, colleges and units. She is working on finalizing the ASL work plan. There are currently 50 items, but some of those will carry into other years. Provost Frank will email this list when it is finalized. This will become the guiding document for ASL this year and she plans on providing updates on how items are progressing. High priority items are the General Education Redesign Team, which held a wonderful summit before classes started. The Baccalaureate task force has reconvened and will be moving forward. The DHC task force will reconvene in winter quarter. Provost Frank indicated her visits with departments has been informative. There will be a series of open forums fall quarter on the budget model. There will be some educational meetings during winter quarter and the governance structure for budget model will be discussed during spring quarter with a target date of everything being in place for July 1, 2017. The Deans have submitted their hiring plans. This is a comprehensive plan looking at full and part-time faculty, classified and exempt employees. The Deans are also working on possible needs for equipment replacements. Dr. Jungblut is working on the strategic planning and NWCCU reaffirmation of accreditation. She is making sure assessment plans are in place and that strategic plans are actually strategic. The Sammamish project that was started last winter/spring is continuing. The site is in the city of Sammamish and is a former church close to the city center. Provost Frank indicated they feel it has viability and are exploring more in depth. Would pub Running Start and Continuing Education there for a soft rollout and make sure it has viability for possible expansion. Due to a FERPA issue the “I drive” will be discontinued at the end of fall quarter. It was discussed there needed to be more comprehensive FERPA training and everyone with need to complete the face-to-face or on-line training by December 9th.

STUDENT REPORT - Ryan Zimmerman, VP for Academic Affairs for ASCWU reported that the Legislative affairs office hired a couple of new positions to accommodate the election year. They are currently working on events. Alex, VP for Clubs, last year worked to get information about committees online. They will have their description, meeting times, FAQ, etc. Equity groups got together on Barto lawn, was good event, video on YouTube. ASCWU participated in intensive training the first week of September. Ryan reported they are planning a series of scholarship nights and November 28th is the next event. SAS has approximately 30% recruitment right now. Ryan will send Sathy the departments that still need representation. ASCWU has put together a PSA regarding KKK issues that will be sent out.

OLD BUSINESS - Sathy reported on some of the faculty issues last year. Regarding the concern that commencement was too loud for those in the front row. This has been brought up to commencement committee and they will take that into consideration. The last several years, faculty at commencement have not been lined up by rank. There was a concern regarding this brought forward over the summer. Chair Rajendran asked Senators to go back to department and get feedback on how they would like to see faculty lined up at commencement and the Executive Committee will pass this information to the commencement committee. The issue about having cell phone numbers populated in Canvas has some legal issues. The answer is no at this point, but will continue getting information. On the issue of having Canvas available in late May for summer course, this would create some issues. Faculty might lose work

that was put in when the system updates. Faculty should contact the Multimodal office and ask them for a design course shell, which can be used as a planning tool for the courses. Evaluation and Assessment committee will be charged to look at the issue of SEOs open for two weeks before the course ends.

REPORTS/ACTION ITEMS

SENATE COMMITTEES:

Executive Committee

Motion No. 16-02(Approved): “Adoption of 2016-17 Operating Procedures/Roberts Rules of Order attached as Exhibit A.

Motion No. 16-03(Approved): “Nominations for the 2016-17 Faculty Senate Parliamentarian.”
Nominee: Amy Claridge

Motion No. 16-04(Approved): Ratify 2016-17 committee vacancies as outlined in Exhibit B.

Motion No. 16-04a(Approved): Remove Vesna Zeljkovic from the General Education Committee.

Motion No. 16-04b(Approved): Remove Naomi Peterson from Academic Affairs.

Motion No. 16-05(Approved): Approve the proposed General Education redesign timeline as outlined in Exhibit C.

Academic Affairs Committee – No report.

Bylaws & Faculty Code Committee

Motion No. No. 16-07(First reading of two): Recommends an amendment to the Faculty Senate Bylaws Membership and Procedures for Election Section I.B.1 as outlined in Exhibit D.

Motion No. 16-08(First reading of two): Recommends an amendment to the Faculty Senate Bylaws Senate Standing Committees Section III.A.2.i as outlined in Exhibit E.

Motion No. 16-09(First reading of two): Recommends an amendment to the Faculty Senate Bylaws Senate Standing Committees III.B. as outlined in Exhibit F.

Motion No. 16-10(First reading of three): Recommends an amendment to the Faculty Code Faculty Rights and Responsibilities Section I. B. as outlined in Exhibit G.

Motion No. 16-11(First reading of three): Recommends an amendment to the Faculty Code Section II. B. Emeritus Faculty Appointments as outlined in Exhibit H.

Motion No. 16-12(First reading of three): Recommends an amendment to the Faculty Code Section IV. D. 4. Committees as outlined in Exhibit I.

Motion No. 16-13(First reading of three): Recommends replacement of Faculty Code Section V Complaint Policy and Procedures as outlined in Exhibit J. (Need to put complaint form with the agenda for the next meeting.

Motion No. 16-14(First reading of three): Recommends the addition of Faculty Code Section VI Vote of No Confidence as outlined in Exhibit K.

Budget & Planning Committee - Kathy Temple reported the committee had their first meeting today. Due to a late resignation, there is an opening for a committee member from CEPS. Please let the Senate office know if you or someone you know is interested.

General Education Redesign Team – Senator Cheney reported on the Gen Ed summit that had over 100 people attend. The task force used the feedback from the summit to synthesize a CWU perspective. He will be sending out the philosophy to everyone. The program outcomes will come out of the philosophy and/or mission. There will be a faculty forum tomorrow from 4:00-5:00 tomorrow to get additional feedback about the guiding philosophy of CWU Gen Ed. They will be inviting a student member to the GERT. There will be a Special Senate meeting on October 19 at 3:10 p.m. to discuss and vote on the guiding philosophy.

Faculty Legislative Representative - See written handout.

CHAIR: Chair Rajendran thanked the Senate for the opportunity to serve and is looking forward to this year working with Senate and administration. Part of shared governance is to take the information back to the department faculty and get feedback so you come prepared to vote here. Priorities for this year: Gen Ed redesign will be a priority and will do whatever we can to help accommodate this process. . Senate committees will be working on different charges regarding how to strength our Faculty Code and streamline the curriculum process. General Education will be working on a process for course substitutions and how students petition the General Education requirements. Senate committees will be busy this year. Consultation policy was passed last year as part of the changes to the Faculty Code. The Executive Committee will continue to educate the university community on this policy. It is a great tool that can help administrators to get faculty feedback. The Honors Task Force is being reactivated with the charges from last year. The task force will be populated this quarter and will start winter quarter. Provost Frank has reconstituted the Provost Council and currently the Senate Chair will attend on an as needed basis. The Executive Committee has requested a seat on this council and Provost is currently considering this request. Please feel free to email Sathy or the Senate office with feedback.

CHAIR-ELECT: Chair-Elect Stoddard reported there will be an open Executive Committee meeting on Wednesday, October 12 at 3:10 p.m. at the Faculty Center. This is a chance to come in and share concerns or to just observe and participate in that process. There will be a Special Senate meeting on October 19 at 3:10 p.m. in Barge 412. Right after that meeting is the UFC/Senate promotion/tenure reception at Gallery One. The next Faculty Friday is November 18th at 5:00 p.m.

NEW BUSINESS - None

Meeting was adjourned at 4:41 p.m.

Exhibit A

2016-17 Faculty Senate Operating Procedures:

Robert's Rules of Order Newly Revised, 11th Edition (ISBN-13: 978-0306820205) will be the accepted authority for procedural operations. The senate's bylaws take precedence over Robert's Rules of Order.

Committee reports will be automatically accepted. If there is an action item that a committee desires to submit with any report, it is to be separately stated as a motion and the motion will then come before the senate for discussion and debate. The committee will be asked to submit a report and written copies of any motion or action that it would like to have taken.

Committee reports and motions shall be submitted to the Faculty Senate office by noon on the Tuesday of the week preceding the senate meeting in which action is expected. This policy allows for the timely posting of the meeting agenda. All committee motions submitted for action by the senate must be accompanied by an abstract-size plain English summary stating the content, reason for the proposal, and intended effect of the motion. This summary will be sent to the faculty prior to the initial Senate meeting in which the motion will be considered for adoption. As a general rule, substantive committee motions that do not accompany the agenda will not be discussed and voted on until a subsequent meeting. An extended agenda will be sent to all Senators, who shall give it to their Alternate if they are unable to attend the meeting.

Concerning discussion rules, senators will use the procedure of seeking recognition from the Chair if they want to speak to an issue. Speaking without Chair recognition is out of order. Discussion on arguments for and against the issue will be alternated. A visitor will be given recognition if the floor is yielded by a senator. If no senator desires to speak and a visitor would like to make a point, the Chair will recognize the person. A visitor will be recognized if a preliminary request is made to the senate office for an opportunity to speak or if the Chair invites a person to speak.

Exhibit B

Committee	Name	Department	Term
Academic Affairs Committee			
1 CEPS vacancy	Janet Finke	Education, Development, Teaching & Learning	6/15/16 – 6/14/19
1 CB vacancy	Deepak Iyengar	Finance & SCM	6/15/16 – 6/14/19
1 COTS vacancy	Christos Graikos	Computer Science	6/15/16 – 6/14/19
Curriculum Committee			
2 COTS vacancies	Jon Fassett	Math	6/15/16 – 6/14/19
	Vacant	Computer Science	6/15/16 – 6/14/19
1 CEPS vacancy	Teri Walker	TEACH	6/15/16 – 6/14/19
Evaluation & Assessment Committee			
1 CAH vacancy	Martin Kennedy	Music	6/15/16 – 6/14/17
1 CB vacancy	Vacant		6/15/16 – 6/14/19
1 LIB vacancy	Maurice Blackson(NTT)	Library	6/15/16 – 6/14/17
General Education Committee			
2 CB vacancies	Vacant		6/15/16 – 6/14/18
	Vacant		6/15/16 – 6/14/19
2 CAH vacancies	Dan Herman	History	6/15/16 – 6/14/19
	Mathieu Chapman	Theatre Arts	6/15/16 – 6/14/19

2 CEPS vacancies	Brian McGladrey	HEAMS	6/15/16 – 6/14/17
	Rebecca Pearson	Health Sciences	6/15/16 – 6/14/19
2 COTS vacancies	Vacant		6/15/16 – 6/14/18
	John Bowen	Geography	6/15/16 – 6/14/19

Exhibit C

General Education Redesign timeline

Steps/Milestone #	Activities	Activity End Period
1. General Education Guiding Philosophy	Significant Activity # 1.1: Research and finalize perspectives; identify and schedule speaker	Summer 2016
	Significant Activity # 1.2: Prepare for GE Summit (reserve space, prepare agenda, etc.)	Summer 2016
	** Significant Activity # 1.3: GE Summit (share draft timeline with faculty at event)	September 19, 2016
	Significant Activity # 1.4: Draft 1 of Perspective	September 30, 2016
	** Significant Activity # 1.5: Feedback on Perspective Open forum 6 October, 4:00-5:00 PM, Canvas, Qualtrics	October 7, 2016
	Significant Activity # 1.6: Draft 2 of Perspective	October 14, 2016
	** Senate Vote on General Education Perspective	October 19, 2016 (special meeting)
2. General Education Program Outcomes and Assessments	Significant Activity # 2.1: Draft 1	October 26, 2016
	** Significant Activity # 2.2: Feedback Open forum 31 October, 3:00-4:00 PM, Canvas, Qualtrics	November 4, 2016
	Significant Activity # 2.3: Draft 2	November 10, 2016
	** Significant Activity # 2.4: Feedback (Canvas, Qualtrics)	November 18, 2016
	Significant Activity # 2.5: Draft 3	November 23, 2016
	** Senate Vote on Program Outcomes and Assessments	November 30, 2016 (target) January 11, 2017 (backup)
3. General Education Framework (model)	Significant Activity # 3.1: Draft 1	January 12, 2017
	** Significant Activity # 3.2: Day-long workshop (review other frameworks during Professional Development Day, 20 January; drop-in sessions throughout day)	January 27, 2017
	** Significant Activity # 3.3: Feedback (Canvas, Qualtrics)	February 3, 2017

	Significant Activity # 3.4: Draft 2	February 10, 2017
	** Significant Activity # 3.5: Feedback (Canvas, Qualtrics)	February 17, 2017
	Significant Activity # 3.6: Draft 3	February 24, 2017
	** Senate Vote on General Education Framework	March 1, 2017 (target) April 19, 2017 (backup)

** Opportunities for faculty participation

Steps/Milestone #	Activities	Activity End Period
4. Learning Outcomes and Assessment Strategies for the Elements of the General Education Framework	Significant Activity # 4.1: Draft 1	March 10, 2017
	** Significant Activity # 4.2: Feedback Open forum 13 March, 12:00-1:30 PM lunch, Canvas, Qualtrics	March 17, 2017
	Significant Activity # 4.3: Draft 2	March 31, 2017
	** Significant Activity # 4.4: Feedback	April 7, 2017
	Significant Activity # 4.5: Draft 3	April 12, 2017
	** Senate Vote on Learning Outcomes and Assessment	April 19, 2017 (special meeting) May 3, 2017 (backup)
5. General Education Curriculum: Populate the Framework	Significant Activity # 5.1: RFP for Summer GE Course Development Workshop distributed	May 1, 2017
	Significant Activity # 5.2 Create guidelines and evaluation documentation for course submissions	May 17, 2017
	** Significant Activity # 5.3: Feedback about guidelines and evaluation documentation for course submissions	May 24, 2017
	** Significant Activity #5.4: Proposal submissions for Summer GE Course Development Workshop due	May 31, 2017

	Significant Activity # 5.5: Send out invitation for course submissions	May 31, 2017
	** Significant Activity # 5.6: GE Course Development Workshops	June 12-14, 2017 August 2017 (dates TBD)
	Significant Activity # 5.7: GE Committee review of course submissions	Fall 2017
	** Significant Activity # 5.8: General Education log distributed for review by campus community	Fall 2017 /Winter 2018
	** Senate Vote on General Education Curriculum	Winter/Spring 2018

** Opportunities for faculty participation

Exhibit D

I. Membership and Procedures for Election

A. Membership

Membership of the Senate is prescribed in the Code, Section IV.B.

B. Nomination and election

1. Senators and alternates (except non-tenure track faculty senators; see B.2 below) shall be nominated and elected during Winter quarter and the Senate [office](#) informed of results by ~~February 15~~ [January 31](#).
2. Non-tenure track senators and alternates shall be nominated and elected during Spring quarter (see Code IV.B.1.a.iv).
3. Only faculty members consenting to nomination shall be candidates.
4. Elections shall be conducted by secret ballot.

Exhibit E

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~~.i. 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 by **February 15th** [at the February meeting](#).
 - ~~4~~.3. No faculty member may serve on more than one standing committee at a time.
 - ~~5~~.4. 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.
 - ~~6~~.5. 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.

Exhibit F

B. Organization and Procedures

1. Each year standing committees 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.
2. Each committee shall follow its established procedures manual for its meetings and activities, which shall be consistent with the Code or directions given by the Executive Committee. All changes in procedure suggested by any committee must be approved by the Senate before being adopted.
3. Standing committees shall report on their activities at each full Senate meeting monthly to the Senate or as otherwise directed by the Executive Committee.
4. 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.
5. 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.
6. 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's removal and inform the member this is the last opportunity to respond to the situation. If a majority vote in the Senate approves the removal, the committee seat shall be declared vacant. The committee chair shall then inform the former member's department or program in writing of the removal. 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. 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. 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 G

Section I. FACULTY RIGHTS AND RESPONSIBILITIES

B. Faculty Rights

All faculty members have the right to:

1. participate in faculty and university governance by means of a system of elected faculty representatives on committees and councils at the departmental, college, university, and Senate levels;
 - ~~1.~~a. Among the rights valued by the Senate is the right of any faculty member to speak on issues pertaining to his or her responsibilities. The Faculty Senate provides a protected environment in which faculty may engage in speech and actions (including voting) without fear of reprisal or admonition by their supervisors or administration.
2. be treated fairly and equitably and have protection against illegal and unconstitutional discrimination by the institution;
3. academic freedom as set forth in the 1940 Statement of Principles on Academic Freedom and Tenure, American Association of University Professors (AAUP) and Association of American Colleges, now the Association of American Colleges and Universities (AAC&U), with 1970 Interpretive Comments (AAUP), and the CBA;
4. access their official files, in accordance with the CBA.

Exhibit H

Section II. OTHER FACULTY APPOINTMENTS

B. Emeritus Faculty Appointments

1. Faculty, ~~as described in the CBA,~~ 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 a faculty member ~~s whose~~ who have an excellent teaching, scholarly, and service record ~~is exemplary consistent for with~~ their appointments.
 - a. A normal requirement for appointment to the emeritus faculty is ten (10) years of full-time service as a member of the teaching faculty.
 - b. Any eligible faculty member may be nominated, including self-nomination, for emeritus status to the department chair. Nominations shall include a current vitae and may include letters of support.
 - c. A simple majority of the eligible faculty in a department as defined in II.A.1.d must approve the recommendation of emeritus status. Departments must adhere to the simple majority vote.
 - ~~4.d.~~ However, The BOT may grant emeritus status to any faculty member at their discretion.
2. Process:
 - a. The department chair will send the nomination to the college dean with a copy to the nominee. The dean will arrange for a department vote of all eligible faculty.
 - b. The college dean will then forward the nomination with a letter of support and the results of the faculty vote to the Provost. If the Provost approves, will then submit the nomination to the Board of Trustees for final approval.
- ~~2.3.~~ Emeritus status is a privilege and is subject to state ethics laws and the Washington State Constitution. University-related activities that are not part of any part-time employment at the university as described in the CBA are considered “volunteer hours.” These volunteer hours must be reported to the university payroll office by any emeritus faculty member every quarter for insurance purposes and for Department of Labor and Industries reporting.
- ~~3.4.~~ The emeritus status ascribed to the faculty member’s highest rank or title provides for the listing of their name in the university catalog, use of the library and other university facilities, and participation in academic, social and other faculty and university functions. In addition, emeritus faculty:
 - a. shall be issued staff cards and parking permits each year without charge, if budget permits;
 - b. shall have the same library and computer services, including an email account, as regular faculty;
 - c. shall receive university publications without charge;
 - d. shall qualify for faculty rates at university events, if available;
 - e. may be assigned an office, if space permits;
 - f. may have clerical support, if budget permits;
 - g. may serve on any committee in ex officio, advisory, or consulting capacity according to expertise and experience.
- ~~4.5.~~ The BOT may grant the status of emeritus faculty posthumously to faculty members deceased during their term of service to the university. See CWUP 2-30-240 regarding benefits extended to a surviving spouse.

Exhibit I

Section IV. FACULTY SENATE

D. Committees

3. Authorization of Committees

The authorizing resolution or motion establishing any standing committee shall include, but is not limited to, language to establish the scope of the committee's charge, the length of time for which the committee will be in service, the number of members on the committee, and the length of term for which members will serve.

- a. The Executive Committee, with the approval of the Senate, may, at any time, amend the authorizing language of a standing committee.
 - b. The maximum length of time a standing committee shall be authorized by the Senate is four years, excepting those committees identified in D.1 above. The Senate may reauthorize a standing committee at the end of its term.
 - c. There shall be no limit to the number of times the Senate may reauthorize a standing committee.
4. The Executive Committee shall have the right to appoint ~~and remove~~ the members of all Senate standing, sub, and ad hoc committees with Senate approval.
 5. Terms of service for committee chairs shall be limited to six (6) consecutive years. A partial year shall be treated as a full year.
 6. All changes suggested by any committee must be approved by the Senate before being adopted.
 7. The Executive Committee shall nominate a faculty legislative representative to the president. Upon approval by the president, this nominee shall then be confirmed by the full Senate.
 8. The Executive Committee shall forward nominations for faculty positions on university standing committees to the Offices of the President and Provost. The provost or president shall make the final selections and appointments.

Exhibit J

Section V. ~~INQUIRY INTO DISPUTES AND SCHOLARLY MISCONDUCT~~ COMPLAINT POLICY AND PROCEDURES

A. Obligations

The university recognizes the right of faculty to express differences of opinion and to seek fair and timely resolutions of ~~disputes or allegations of scholarly misconduct~~ complaints. It is the policy of the university that such ~~disputes or allegations~~ complaints shall first be attempted to be settled informally and that all persons have the obligation to participate in good faith in the informal ~~resolution~~ complaint process before resorting to formal procedures. The university encourages open communication and resolution of such matters through the informal processes described herein. The university will not tolerate reprisals, retribution, harassment or discrimination against any person because of participation in this process. This section establishes an internal process to provide university faculty a prompt and efficient review and resolution of ~~disputes or allegations~~ complaints.

All university administrators shall be attentive to and counsel with faculty concerning disputes arising in areas over which the administrators have supervisory or other responsibilities, and shall to the best of their ability contribute to timely resolution of any dispute brought to them.

B. Definitions

1. ~~Dispute~~ Complainant(s): ~~A claim which occurs when a faculty member considers that any programmatic required activity or behavior, including actions or inactions by others, is unjust, inequitable, contrary to university regulations or policies, or a hindrance to effective faculty performance and student learning.~~ An individual or group representative making the complaint.
2. ~~Misconduct~~ Respondent(s): ~~Fabrication, falsification, plagiarism or other practices that seriously deviate from those commonly accepted within the scholarly community for proposing, conducting or reporting scholarly activities including research. It does not include honest error or differences in interpretation of data or in judgments.~~ An individual or entity against whom the complaint is being made. A respondent could be an academic department, a member of the faculty, staff, an administrative unit, or a member of the administration.
3. ~~Eligible Faculty Member~~ Complaint: ~~Eligible faculty include tenured and tenure-track faculty, and full-time non-tenure-track faculty or those who are senior lecturers.~~ An allegation made by a complainant(s) that the respondent(s) has violated the faculty code or policies under the Faculty Senate purview.
4. ~~Parties~~: ~~The parties to the proceedings as described in this section shall be: in the case of an informal dispute resolution, the complaining faculty member and any other persons whose action or inaction caused or contributed to the incident or conditions which gave rise to the dispute; in the case of an inquiry into an allegation of scholarly misconduct, the accused faculty member(s) and the accuser(s) (who may or may not be faculty); and in both cases, any administrator whose participation may be required in implementing a resolution or finding.~~

C. Scope

1. ~~This procedure delineates an appeal and resolution process appropriate for disagreements or conflicts involving faculty that fall outside the CBA or other university policies. Issues covered by this policy include, but are not limited to~~ Jurisdiction: The purpose of the complaint policy

and procedure is to provide a means by which (a) complainant(s) may pursue a complaint against a respondent(s) for alleged violations of the code and policies that fall under the Faculty Senate purview. A complainant may file a complaint that asserts a violation of the following code, policies, and/or standards:

- a. ~~disputes between faculty members on issues of collegiality, professionalism, civility, etc.;~~ Curriculum Policy and Procedures (CWUP 5-50 and CWUR 2-50)
- b. ~~disputes between administration and faculty regarding the grade of a student or other matters pertaining to classroom management and instruction;~~ Academic Policies, Standards, and Organizational Structures (CWUP 5-90 and CWUR 2-90)
- c. ~~matters of academic policy administration (cf. CWUP 5-90);~~ Evaluation and Assessment
- d. ~~allegations of scholarly misconduct made against any faculty member.~~ General Education (CWUP 5-100)
- e. Budget and Planning
- f. Professionalism
- g. Professional Ethics (Faculty Code Appendix A)
- d.h. Scholarly Misconduct

2. Exclusions: Should the Senate receive a complaint involving the following exclusions, the complaint will be returned to the complainant(s).

- a. Civil rights complaints properly addressed under the process provided in ~~Part 2.2~~ CWUP 2-35 of the General University Policies Manual.
- b. Matters subject to the grievance process contained in the CBA, ~~which includes~~ including allegations of violations of the terms of the CBA.
- c. Matters subject to the complaint process contained in the CBA ~~which involve~~ including substantive academic judgments in matters of workload, reappointment, promotion, tenure, and post-tenure review.

~~D. The Faculty Disputes and Allegations Committee (FDAC)~~

~~1. Composition~~

- a. ~~The FDAC shall consist of three (3) faculty members who shall elect their own chair. At least three (3) and not more than six (6) alternate members shall also be selected, at the same time and in the same manner as the regular members, and be possessed of the same powers and subject to the same restrictions as regular members. Alternate members shall serve in the place of regular members in the event that a regular member, prior to any hearing or consideration of an issue, disqualifies himself or herself for any reason, resigns or is otherwise unable to serve as a member of the FDAC. The order of service of alternate members shall be determined by the chair of the committee.~~
- b. ~~Any tenured member of the faculty is eligible to serve on the FDAC, with the exception of chief administrators, including but not limited to the president, provost, deans, and associate deans. Membership on the senate shall not be required for eligibility. No two (2) members or alternates shall be from the same department.~~
- c. ~~Members and alternates of the FDAC shall be appointed by the Executive Committee and ratified by the Senate at the last regular meeting of each academic year. For a single individual appointed to the FDAC, a term appointment shall run three (3) calendar years, whether the individual is a member or an alternate (or both, in succession). Terms shall begin September 15. Service on the committee shall be treated as service on a Senate standing committee, and thus shall be subject to the provisions of the Bylaws III.A.5. An individual may thus serve no more than two (2) successive terms. 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. Terms shall be staggered so that only one position will need to be filled in any one year for both member and alternate. When the original appointee~~

~~is unable to complete the full term of office, an alternate shall complete the remainder of that three year term, and a replacement alternate shall be appointed and ratified immediately to complete the remainder of the alternate's term.~~

~~2. Powers and Duties (General)~~

~~The FDAC shall have the following powers and duties:~~

- ~~a. to select a chair at its first meeting and establish rules or procedures for the resolution of disputes and for inquiry into allegations of scholarly misconduct, provided that such rules or procedures are fair, are informal and are not inconsistent with provisions of the Code, the CBA, or other university policies;~~
- ~~b. to perform the functions assigned to it by the Code;~~
- ~~c. to attempt to resolve by informal means any specific disputes or conflicts concerning members of the faculty as defined in Article 2.2 of the CBA;~~
- ~~d. to determine whether an action or decision, as outlined in the petition, of any faculty body, faculty member or university official complained of by the petitioner was the result of adequate consideration of all the relevant facts and circumstances, and to determine whether required policies and procedures of the university were followed;~~
- ~~e. to decide whether an informal hearing is warranted by the determination described in (d) above;~~
- ~~f. to recommend policy questions or issues, following or as part of its resolution of specific disputes or conflicts, to the attention of the president of the university or other appropriate administrators, and the Executive Committee for further consideration by any Senate standing committees.~~

~~E. Dispute Resolution Procedure~~

- ~~1. The dispute resolution procedure hereinafter described is open to all faculty members who feel aggrieved in any matter or who believe that another faculty member has committed scholarly misconduct. The FDAC may accept a petition for review from a group of faculty members when substantially similar or identical complaints are made. The FDAC shall decide the issue of similarity and identity of complaints.~~
- ~~2. The following steps shall constitute the procedure for dispute resolution and for inquiry into alleged scholarly misconduct.~~
 - ~~a. Prior to petitioning the FDAC for a hearing, the complaining faculty member or, in the case of a group complaint, representatives chosen by the group, shall discuss the complaint or allegation with the dean or member of the university administration having direct responsibility for the area of concern, whenever practical. (It is acknowledged that the nature of some disputes or allegations precludes such a step.) Both parties shall make a good faith effort to settle the dispute or to reach an acceptable explanation for the alleged misconduct.~~
 - ~~b. If no mutually acceptable resolution of the dispute or explanation of the alleged misconduct can be reached through discussion with the appropriate dean or university administrator, the complaining faculty member or group may petition the FDAC for an informal hearing within 30 days of the termination of discussion. The petition shall be sealed, addressed to the FDAC and delivered to the office of the Senate, which shall deliver the petition to all members of the committee within five (5) working days after receiving it. The petition shall set forth in writing and in reasonable detail the nature of the dispute or allegation, shall state against whom the complaint is directed; and in the case of a dispute, the relief sought. The petition may contain any information that the petitioner deems pertinent to the case. The petition may be revised or withdrawn by the petitioner at any time prior to the committee's decision on whether or not to hold an informal hearing, but thereafter, only with the permission of the committee.~~

- ~~c. The FDAC shall meet and review the dispute or allegation presented to it. It shall decide whether the issue warrants an informal hearing and shall establish rules or procedures for the handling of the complaint.~~
- ~~d. The chair of the FDAC shall schedule a meeting with the faculty member(s), an appropriate representative of the administration, and a representative of the United Faculty of Central to discuss the FDAC's determination and to discuss the next appropriate step(s) for dispute resolution or inquiry into the alleged misconduct. If, in the opinion of the FDAC following its review and the subsequent discussion, a settlement is not possible, the committee shall decide by vote whether or not the facts merit an informal hearing. The committee's decision of cause or no cause for an informal hearing shall be issued in writing within twenty (20) working days of the delivery of the petition to the office of the Senate. If a regular academic session is scheduled to end before the expiration of such time, the committee shall have twenty (20) working days commencing with the first day of instruction of the next succeeding regular academic session to issue its decision.~~
- ~~e. The FDAC shall issue a written opinion stating its findings and recommendations. The opinion shall be presented to the parties, the president of the university (or the chair of the BOT in the event the president is a party to the dispute or alleged misconduct), and to the Senate chair. It may be circulated more widely if in the judgment of the FDAC a matter of university-wide policy is involved.~~
- ~~f. All decisions of the FDAC, including the decision whether to grant an informal hearing, shall be by a majority vote of all the members of the committee.~~

~~F. Informal Hearing Procedure~~

- ~~1. In the event the FDAC decides to conduct an informal hearing, the chair shall notify the involved parties as soon as possible after the committee's decision. The notice shall state the date, time and place of the hearing and shall include a copy of the petition filed with the committee. The informal hearing shall be held not less than ten (10) days from the mailing of the notice of the hearing to the parties; unless all of the parties, with the consent of the chair of the committee, agree to shorten the time to less than ten (10) days.~~
- ~~2. The FDAC may rule at any time prior to commencement of the hearing that it is unnecessary to hold an informal hearing.~~
- ~~3. The informal hearing review shall be conducted as expeditiously as possible and on successive days if possible.~~
- ~~4. The parties to the case, and any others the FDAC deems necessary for the review, shall make themselves available to appear at the hearing unless they can verify to the committee that their absence is unavoidable.~~
- ~~5. Members of the FDAC shall remove themselves from the case if they deem themselves biased or have a personal interest in its outcome. FDAC members of the same department as the parties to the case shall not serve at the hearing. Within ten (10) working days following the mailing of notice of the hearing to the parties, each party shall have the privilege of one challenge of the FDAC's membership without stated cause and unlimited challenges for stated bias or interest. A majority of the FDAC membership must be satisfied that the member challenged for cause cannot hear the issue impartially before the member is disqualified.~~
- ~~6. In informal hearings, petitioners shall be permitted to have with them a faculty member of their own choosing to act as advisor and counsel.~~
- ~~7. Any legal opinion or interpretation given to the FDAC may be shared with all parties to the case.~~
- ~~8. Informal hearings shall be closed to all except those personnel directly involved. All statements, testimony and all other evidence given at the informal hearing shall be~~

- ~~confidential to the extent allowed by law.~~
- ~~9. The FDAC shall file its findings and recommendations with the president of the university within ten (10) working days after the conclusion of the informal hearing. There shall be no review by the Senate.~~
 - ~~10. Within ten (10) working days of the receipt of the FDAC's findings and recommendations, the president or the president's designee shall inform all parties to the case, the chair of the FDAC and the Senate chair in writing of his/her decision. The action of the president or the president's designee shall constitute notice of the final decision in the informal hearing review procedure. In an extenuating circumstance, such as the unavailability of the president and/or appropriate legal counsel, an extension to twenty (20) working days may be agreed upon by the parties involved.~~
 - ~~11. Faculty members who disagree with the final decision in the informal hearing procedure maintain their rights to seek review by other appropriate agencies (e.g. UFC, Ombuds Office, civil court, etc.).~~
 - ~~12. In the event that a petition is filed during official holidays or summer break, the notice provisions of this section shall become applicable beginning the first class day after the holiday or summer break. The FDAC may, at its discretion, hear a petition within that holiday or summer break period. In such cases, the notice provisions of this section become effective as of the date the petition is filed.~~

D. Complaint Process

1. Prior to submitting a formal complaint to the Senate, complainant(s) are strongly encouraged to make a good faith effort to discuss the complaint with the dean or member of the university administration having direct responsibility for the area of concern. It is acknowledged that the nature of some complaints precludes such a step. If no mutually acceptable resolution of the complaint can be reached, complainant(s) may file a formal written complaint with the Senate for review.
2. A complainant(s) filing a complaint should first consult Section V Complaint Policy and Procedures, and meet with the Faculty Senate Chair. The Chairperson will advise the complainant(s) about the Senate's jurisdiction and the complaint process.
3. To initiate a formal complaint, complainant(s) must complete, sign, and submit the Complaint Form located on the Faculty Senate website, which includes the following mandatory elements.
 - a. Concise statement identifying the complaint(s) with contact information.
 - b. Concise statement identifying the respondent(s) with contact information.
 - c. Basis for seeking a review by the Faculty Senate.
 - d. Each and every specific section of the code, policies, and/or standards that was allegedly violated.
 - e. Supporting documentation pertinent or referred to in the complaint to substantiate the alleged code, policies, and/or standards violations.
 - f. Summary of the complaint with a description of the issue giving rise to the complaint.
 - g. Concise statement on how the alleged conduct of the respondent(s) violated the code, policies, and/or standards.
 - h. Concise statement of the negative effect that the alleged violation has had on complainant(s).
 - i. Reasonable outcomes that would resolve this situation.
 - j. Summary of efforts to resolve this complaint.
4. The complainant(s) shall submit the completed Complaint Form and supporting documents in both electronic and hard copy forms to the Senate Office addressed to the Faculty Senate Executive Committee (EC).
5. Complaints are not confidential. Elements of this complaint may be released as needed at the discretion of the Faculty Senate Executive Committee.

6. The complaint will be delivered to all members of the EC at the next scheduled EC meeting. The EC has the primary responsibility to ensure and to arrange an appropriate review by applicable committees. The EC will conduct an initial review of the complaint within 10 business days during the academic year to determine:
 - a. Whether the complaint falls within the Senate's purview. If not, the EC will return the complaint to the complainant(s) with recommendations as to the appropriate avenue for resolution to the complaint.
 - b. Whether the complaint package is complete. If incomplete, the EC may request the complainant(s) to revise and resubmit the complaint.
7. Depending on the basis for complaint, the EC will charge the appropriate Senate standing committee(s) or at its discretion may decide to form an ad hoc committee to review the complaint. The assigned committee shall write an opinion specifically addressing the alleged policy and code violations. The committee(s) will be given specific parameters to work with and shall be required to consider all application of the code and policies.
8. The EC will determine the membership of the ad hoc committee, and will not include members who may have a real or perceived conflict of interest. The ad hoc committee shall consist of at least three tenured faculty members. The EC may invite representatives from Faculty Relations, depending on the basis of complaint (e.g., professionalism).
9. The committees charged with the complaint review shall receive a copy of the complaint and start their review at the next regularly scheduled meeting. The committee shall have the right to call and question complainant(s) and respondent(s). The respondent(s) will be given an opportunity to present their written response to the complaint along with evidence. The Committee(s) shall make every effort to complete its review, make a determination, and report its findings and recommendations, in writing, to the EC for its consideration and action, within 20 business days. This period may be extended at the discretion of the EC. As a result of their review, the committee(s) shall determine one of the following findings:
 - a. No violation
 - b. Clear violation
 - c. Possible violation
10. The committee's report based on the assigned charges should be specific, and shall include the substantiating basis for each finding and the evidence supporting their recommendation.
11. The EC will review the committee's opinion along with its findings and recommendations. The EC will prepare a summary statement. If evidence was found there were violations of code and policies, the EC will determine the consequences, which could be in the form of:
 - a. A Motion of Censure
 - b. A Motion of Resolution
 - c. A Motion to officially enter the action in the Senate records
12. The EC shall forward the final summary and actions to the member of the university administration having direct responsibility for the area of complaint, along with the Provost, President, and other parties as relevant.

Exhibit K

Section VI. VOTE OF NO CONFIDENCE

A. Votes of no confidence are typically used by assemblies to express a lack of support for an administrator. At Central Washington University, in order for such a vote to be conducted, the Faculty Senate must pass a motion to charge the Executive Committee with the task of conducting the vote. Once this motion is passed, the Executive Committee will be charged to conduct the vote of the faculty (See I.A) according to the language stipulated in the motion.

B. Motions For a Vote of No Confidence

1. May be brought by any voting member of the Faculty Senate in writing as a resolution.
2. Must articulate the following:
 - a. Subject of the vote.
 - b. Voting period.
 - c. Ballot language.

C. Scope

1. Faculty Senate vote of no confidence should be reserved for faculty and administrators in supervisory positions at the college or university level.
2. Any unstipulated conditions of the no confidence vote will be decided by the Faculty Senate Executive Committee.

D. Results and Dissemination

1. Results, in the form of vote counts, will be made public from the Faculty Senate office.
2. Results of the no confidence vote will be reported to the President of the University and the Board of Trustees.