



## UNIVERSITY OF WASHINGTON

OFFICE OF THE SECRETARY OF THE FACULTY  
*Gerry Philipsen*

June 6, 2007

Mark A. Emmert, President  
Office of the President  
Box 351230

SUBJECT: Class A Legislation #115

Dear President Emmert:

In accordance with the rules, the faculty has approved the Faculty Code amendments in Class A Bulletin No. 115: Volume Two, Part II, Chapter 13, Section 13-31 (Organization of the Faculty and the Allocation of Powers and Duties), and Chapter 23, Sections 23-31 (Delegation of Authority by the University Faculty) and 23-41 - 23-48 (related to Schools, Departments and Colleges).

The results of the election submitted to the faculty for vote on May 10, 2007, are:

Total ballots distributed electronically:	3896
Total ballots returned:	610
Percent of faculty who voted:	16%
Percentage of "yes" votes:	94.92% (579)
Percentage of "no" votes:	2.62% (16)
Percentage of abstentions:	2.46% (15)

(The above percentage figures are based on ballots recorded electronically by the Catalyst Group.)

Attached is Professor Gail Stygall's certification that the faculty has voted to approve the changes as proposed in Class "A" Bulletin No. 115. Before the University handbook can be revised, we need your approval. According to the Faculty Code, you have fourteen days to respond. We look forward to hearing from you by June 20, 2007.

Sincerely,

A handwritten signature in black ink, appearing to read "Gerry Philipsen".

Gerry Philipsen  
Secretary of the Faculty

Enclosure

cc: Gail Stygall, Chair, Faculty Senate  
Carol Niccolls, Executive Assistant to the President  
Marcia Killien, Chair, Faculty Council on Tri-Campus Policy

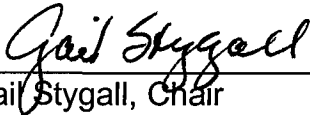
**Class A Legislation #115**

**Proposed Amendments clarifying the definition of a campus at the University of Washington and distinguishing campuses from schools and colleges.**

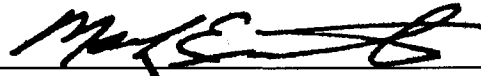
Volume Two, Part II, Chapter 13, Section 13-31, and Chapter 23, Sections 23-31 and 23-41 – 23-48.

CERTIFIED AS APPROVED

APPROVED



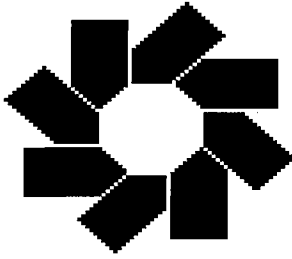
\_\_\_\_\_  
Gail Stygall, Chair  
Faculty Senate



\_\_\_\_\_  
Mark A. Emmert  
President

Date: 6-5-07

Date: June 15, 2007



University of Washington  
**FACULTY SENATE**  
Box 351271

Class A Bulletin No. 115

May 10, 2007

## GENERAL LEGISLATIVE ACTION

At its meeting on April 26, 2007, the Faculty Senate approved legislation that would clarify the definition of a campus and distinguish campuses from schools and colleges. These changes, which would amend the *Faculty Code*, have been approved at every step of the legislative process. The Faculty Council on Tri-Campus Policy has developed and approved this legislation.

**PLEASE VOTE BY MAY 31, 2007.**

## RATIONALE

The purpose of this legislation is to update the *Faculty Code* to reflect current university practices with respect to the functioning and shared governance on the UW Bothell and UW Tacoma campuses.

These two campuses were established in 1989 and in Fall 2006 became 4-year institutions. During the past 17 years they have developed more complex organizational structure (ie. each campus has a Chancellor as its senior administrator; schools and colleges within the campuses are being developed) and faculty organization. At present, the language of the *Faculty Code* names the campuses but does not distinguish the functioning of the campuses from that of schools and colleges with respect to their organizational structure functions, or responsibilities for faculty and shared governance. This legislation 1) codifies the rights and responsibilities of campus faculty in shared governance with their campus-level administration, and 2) brings the *Code* into congruence with current university practices.

The legislation has been reviewed and supported by the Faculty Council on Tri-Campus Policy, the faculty organizations and administration of UW Bothell and UW Tacoma, the Faculty Senate, and the University President and Provost.

### Proposed Amendments to the Faculty Code:

**Senate Proposed Changes**  
(Additions are underlined; deletions are struck through)

**Volume Two, Part II, Chapter 13, Section 13-31, and Chapter 23, Sections 23-31 and 23-41—23-48**

**Section 13-31. Organization of the Faculty and the Allocation of Powers and Duties**

By authority derived from statutes of the state, from resolutions of the Board of Regents, and from executive orders of the President, the University faculty:

- A. enacts Sections -31 to -99 in each Chapter of the *Faculty Code* (Part II of this *Handbook*) and thereby:
1. establishes its own organization as set forth in Chapter 21;
  2. establishes the Faculty Senate and Senate Executive Committee as its legislative and executive agency operative under the powers and duties set forth in Chapter 22;
  3. confers upon the chancellors, deans and faculties of the independently organized campuses, colleges and schools, and the departments thereof, the powers and duties set forth in Chapter 23, and authorizes

**Senate Proposed Changes**  
**(Additions are underlined; deletions are struck through)**

the faculty in each of these to effect its own organization and to delegate to committees, councils, or departments such of its powers and duties as it deems appropriate;

4. establishes the rules and procedures governing faculty appointment and promotion which are set forth in Chapter 24;
5. establishes rules and procedures governing faculty tenure which are set forth in Chapter 25;
6. authorizes the Faculty Senate to initiate amendment of the *Faculty Code* in the manner set forth in Chapter 29.

B. establishes standing committees of the University faculty, and defines the powers and duties of each as set forth in Part IV of this *Faculty Handbook*, and vests in the Faculty Senate authority to establish or abolish standing or other committees of the faculty, and to define or redefine their powers and duties;

C. establishes the rules which are set forth in Parts V and VI of this *Faculty Handbook*.\*

*S-A 20, April 16, 1956; S-A 50, January 22, 1976: both with Presidential approval.*

**Section 23-31. Delegation of Authority by the University Faculty**

[For delegation by the University faculty of powers and duties to the faculties in colleges and schools, see Section 13-31, Subsection A.3.]

**Section 23-41. Governing Body of a Campus, College or School**

The faculty of a campus, college or school is its governing body, and under the provisions of this chapter may exercise direct control of its affairs or may delegate such control as it deems appropriate to an executive committee, council, or other committee or committees.

*Section 13-31, April 16, 1956: with Presidential approval.*

**Section 23-42. Campus, College, School, and Department Faculties: Composition**

A. Except for the Graduate School faculty, the faculty of each campus, college, school, or department is organized in the following manner.

1. It consists of those members of the University faculty, whether full-time or part-time, whose official appointments are to positions within it.
2. Its voting members are those of its personnel who are voting members of the University faculty under Section 21-32.

B. The graduate faculty consists of those members of the University faculty who have been designated by the Dean of the Graduate School, with the advice of committees established for this purpose.

*Section 13-31, April 16, 1956; S-A 54, March 7, 1977: both with Presidential approval.*

**Section 23-43. Campus, College and School Faculties other than the Graduate Faculty: Powers and Duties**

In accord with Sections 13-23, 13-24, and 13-31, Subsection A.3, the President and the University faculty grant to the faculty of each campus, college and school, with exception of the graduate faculty, the powers and duties enumerated below. This authority is subject, however, to the power of the Senate to determine policies which affect the general welfare of the University (Section 22-32, Subsection B) and to the procedures set forth in Sections 23-47 and 23-48 for the coordination of campuses, colleges and schools. Except for the graduate faculty, the faculty of each campus, college or school:

- A. shall, with respect to academic matters,
  - 1 determine its requirements for admission and graduation;
  - 2 determine its curriculum and academic programs;
  - 3 determine the scholastic standards required of its students;
  - 4 recommend to the Board of Regents those of its students who qualify for the University degrees;
  - 5 exercise the additional powers necessary to provide adequate instruction and supervision of its students;

**Senate Proposed Changes**  
**(Additions are underlined; deletions are struck through)**

- B. shall, with respect to personnel matters, make recommendations to its chancellor or dean in accord with the provisions of Chapter 24 and of Section 25-41;
- C. may, if it is departmentalized, delegate to the faculties of its several departments any of the powers and duties specified in paragraphs A and B of this Section.

*Section 13-31, April 16, 1956: with Presidential approval.*

**Section 23-44. The Graduate Faculty: Powers and Duties**

In accord with Sections 13-23 and 13-31, Subsection A.3, the President and the University faculty confer upon the graduate faculty the powers and duties enumerated below. The graduate faculty shall:

- A. determine requirements for the admission of graduate students;
- B. recommend to the Board of Regents the designations of graduate degrees;
- C. approve the requirements for graduate degrees;
- D. determine which departments or undepartmentalized colleges or schools are qualified (Section 23-24) to give courses of study leading to graduate degrees;
- E. determine those courses for which students may receive credit toward a graduate degree;
- F. recommend to the Board of Regents those graduate students who qualify for degrees;
- G. determine the scholastic standards required of graduate students;
- H. promote research by members of the faculty.

*Section 13-31, April 16, 1956: with Presidential approval. (Subsection H added silently in 1956 edition)*

**Section 23-45. Campus, College and School Faculties: Authority to Determine Organization and Procedure**

- A. Subject to the provisions of Section 23-46, the faculty of each campus, college or school other than the Graduate School shall determine its own organization and rules of procedure except as stipulated in Subsections B and C. The organization and rules of procedure of a department may be determined by the department faculty, but shall be subject to review by the appropriate campus, school or college faculty.
- B. The University of Washington Bothell and the University of Washington Tacoma shall each have an elected faculty council or councils that shall advise their respective chancellors on matters affecting the general welfare of their respective campuses, matters of faculty promotion and tenure, and on matters involving academic policy, including priorities, resource and salary allocation, and budgets. In accord with Subsection A, the faculty of each campus shall determine for itself the organization and structure of its council or councils and the procedure by which the members are elected.**
- C. B. Each school or college shall have an elected faculty council or councils which shall advise the dean on matters of faculty promotion and tenure, and advise the dean on matters involving academic policy, including priorities, resource and salary allocation, and budgets. In accord with Subsection A, the faculty of each school or college shall determine for itself the organization and structure of its council or councils and the procedure by which the members are elected.
- D. ~~C.~~ The Advisory Committee on Faculty Code and Regulations shall review each campus's, college's or school's procedure to assure that the councils are established in conformity with the provisions of this section.
- E. ~~D.~~ The Graduate School shall determine its own organization and rules of procedure. It may directly control its affairs or may delegate to a council, executive committee, or other committees any of its powers, provided that such council or committees shall be representative of the various fields of graduate study.

**Senate Proposed Changes**  
**(Additions are underlined; deletions are struck through)**

*Section 13-31, April 16, 1956; S-A 80, December 11, 1989: both with Presidential approval.*

**Section 23-46. Prescribed Procedure in Campuses, Colleges, Schools, and Departments**

[For Program Termination, see Section 26-41]

A. Except as provided in Subsections B and C, a proposed action or proposed rule of a campus, college, school, or department faculty under the authority of Sections 23-43 and 23-44 is effective if passed by a quorum majority of its voting members present at a meeting or responding by mail, or of its authorized council or committee, and if approved by the chancellor or dean. Approval by the chancellor or dean is not required in internal department matters.

"Quorum majority" means:

1. in the case of a vote taken at a meeting, a majority of those members voting at a meeting at which at least half the members entitled to vote are present; and
2. in the case of a vote taken by mailed (written) ballots, a majority of those voting, provided that at least half of the members entitled to vote have cast ballots.

B. When conducting a mail ballot, as described in Subsection A, campus, school and college faculties (but not departmental faculties) shall have a choice either to require a quorum majority or to follow Faculty Senate procedures as described in Section 29-36, Subsection C. Under these procedures proposed actions or rules of a campus, school or a college, except as stated in Subsection C, shall become effective in the case of a mail ballot either if approved by an affirmative majority vote of the eligible voting members of the faculty, or by a two-thirds majority vote of those casting ballots, provided that at least 45% of the eligible faculty members cast ballots. Campus, school and college faculties shall decide, by means of a quorum majority vote, whether to change their rules for procedures governing mail ballots.

C. When a proposed action concerns a faculty employment recommendation, such as appointment, reappointment, tenure, or promotion, it will be effective only if passed by a majority of all eligible voting members of the unit, and in accordance with the appropriate procedures as specified in Sections 24-51 to 24-55 and 25-41.

D. Campuses, Colleges, schools, and departments may vote by mail in matters of faculty employment, provided that they use specific procedures they have adopted and published and that these procedures provide for:

1. reasonable opportunity for each faculty member of the unit to study all information relevant to the employment action,
2. secrecy and security of the ballot, and
3. security and impartiality of the ballot count.

E. In a departmentalized school or college, the chairperson or director of a department shall transmit to the dean for approval a copy of any action by the department which may affect college or school policy. If the chairperson or director does not concur in the action, he/she may also submit his/her own recommendation.

F. Subject to the provisions of Subsections A, B, C, D and E, and of Sections 23-47 and 23-48, a proposed action or rule of a campus, college, school, or department becomes effective at the time indicated in the action or rule.

G. When requested by one or more voting members of a campus, college, school, or department faculty the vote upon any matter before it shall be by secret ballot.

H. Upon request, the chancellor of a campus, the dean of a college or school or the chairperson of a department shall provide a member of his or her faculty with information concerning salaries, teaching schedules, salary and operations budget requests, appropriations, allotments, disbursements, and similar data pertaining to his/her campus, college, school, or department.

*Section 13-31, S-A 20, April 16, 1956; S-A 43, November 14, 1972; S-A 56, February 21, 1978 and S-A 74, January 2, 1987: all with Presidential approval.*

**Section 23-47. Coordination Among Campuses, Colleges and Schools**

**Senate Proposed Changes**  
**(Additions are underlined; deletions are struck through)**

In exercising its authority under the provisions of Sections 23-43 and 23-44, the faculty of a campus, college, school, or department shall carefully consider the effect of its actions upon other campuses, colleges, schools, and departments. The chancellor of a campus and the dean of a college or school considering any action shall consult with the chancellor of each campus and the dean of each college or school which may be affected by it.

*Section 13-31, April 16, 1956: with Presidential approval.*

**Section 23-48. Procedure for Adoption and Coordination of Policies and Procedures by Campuses, Colleges and Schools**

[This section was entitled "Coordination Among Colleges and Schools: Procedure" in 1956, 1964 and 1969.]

- A. When faculty action is taken under the provisions of Sections 23-43 to 23-46, and the action so taken deals with admissions, scholastic standards, curriculum, graduation, honors, personnel policy, schedules, registration, or student discipline, the chancellor or dean shall file copies of it with the President and with the Secretary of the Faculty for transmittal to the appropriate faculty committee, or if there is no other appropriate committee, to the Senate Executive Committee. The effective filing date for proposals received after May 15 and before September 15 shall be considered to be September 15.
- B. The action becomes effective 60 days after such filing of copies, unless:
1. it has been approved at an earlier date by both the President and the faculty committee, in which event it becomes effective upon such approval; or
  2. the President within the 60-day period suspends its effect, in which event he shall notify the faculty committee to which the matter has been assigned; or
  3. the faculty committee within the 60-day period suspends its effect on grounds either
    - a. that it fails to conform with general University policy or regulations, or
    - b. that it requires review by other campuses, colleges or schools which may be affected by it, and refers the matter to the President for final decision.
- C. When a matter is so referred to the President by a faculty committee, the President, after a hearing, shall decide whether the proposed action becomes effective. In so doing the President may employ whatever procedures he or she deems necessary or helpful.

*Section 13-31, April 16, 1956; S-A 27, March 31, 1961: both with Presidential approval.*

Approved by Senate Executive Committee  
January 8, 2007

Approved by Faculty Senate  
January 25, 2007

Approved by Senate Executive Committee  
April 9, 2007

Approved by Faculty Senate  
April 26, 2007