

UNIVERSITY OF WASHINGTON
FACULTY COUNCIL ON TRI-CAMPUS POLICY
WEDNESDAY March 28, 2007 8:00-9:30 a.m.
26 Gerberding Hall

Chair Marcia Killien called the meeting to order at 8:07 a.m.

Meeting Synopsis:

1. Approval of the minutes
 2. Three campus review of BA in Applied Computing at UWB (see attachments)
 3. Update and discussion of revised Class A legislation (materials)
 4. Other business
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1. Approval of the minutes

The first order was the approval, with no comment, of the February 28, 2007 FCTCP council minutes. With no objections, the council approved the minutes.

2. Three Campus Review of BA in Applied Computing at UWB

Chair Marcia Killien opened the floor for discussion of the new BA in Applied Computing at UWB. With no comments, she asked for a motion to move the Review forward to the Registrar's office. Council member Harrington made a motion, which was seconded by council member Nicoletta. The council passed the motion unanimously. Council member Leppa inquired about whether the FCTCP council was supposed to review the process as well. Killien replied that review of the process was a goal that the council could take up in spring quarter because it involves a fair amount of work.

3. Update and Discussion of revised Class A Legislation

Chair Killien began the discussion with a recap of the subcommittee meeting on March 14, 2007 between representatives of the three campuses and the Advisory Committee on Faculty Code & Regulations. She described the meeting as very effective and explained that the first legislative version submitted had incorrectly made changes to the code in the Executive Order. The desired changes were simply in the wrong part of the code. So, the big hurdle for this council is in getting the revised version to the Faculty Senate for a second vote.

Killien explained that the plan was to either withdraw the motion brought before the Senate, or table it and introduce a substitute document on the grounds that the first version was an illegal action, based on a recommendation by the Advisory Committee.

In the subcommittee meeting, Killien noted, the Advisory Council agreed with the attempt made in the legislation, but wanted a broader reading of the code. She said that

the legislation had tried to do too much in one place. For example, the Advisory Council noted the implied use of Chancellor at all three campuses as a fatal error. Council member Cauce noted that there was no resistance from Administration to prevent them from going forward with the legislation.

The Chair led a review of the revised version of legislation worked out with the Advisory Council. (See appendix for reference)

Section 23-23 through 23-25

Chair Killien identified sections 23-23 through 23-25 as part of the Executive code which does not allow for the language to be directly changed. The council can only suggest intended language changes to the SEC. Council member Dan Luchtel inquired as to the rationale for leaving the language in section 23-25 so ambiguous for UWS. Killien replied that the language was left ambiguous because UWS has no Chancellor.

It was noted that the final version needs to be consistent in the code with the use of commas in referencing UWB and UWT campuses.

Section 23-43

At this point council member Steve Collins referred to section 13-31 in the code which states that “the President confers upon deans . . .” and noted that it was necessary to insert the word “Chancellors” in order to make this section parallel with 23-43 Subsection A.3. He noted that this would be a faculty action. Chair Killien stated that Section 23-43, which lays out the roles and responsibilities of the campus, college, and school faculty, was intended to bring the three campuses into compliance.

Chair Killien pointed out that this section gives power and authority to “campus” by the Legislature. She asked, “Is this what we want it to say?” She emphasized the importance of articulating this very clearly to the faculty.

Section 23-44

Section 23-44 on the Graduate Faculty: Powers and Duties had no changes.

Section 23-45

This section concerns faculty governance by giving faculty members on all campuses the authority to deal with policy other than curriculum. Chair Killien pointed out that part B was specifically inserted for UWB and T, leaving UWS ambiguous. Council member Harrington suggested eliminating the second “on” in part B, and inserting “its faculty” in place of “department faculty” in part A. Council member Julie Nicoletta inquired whether the phrase in part A that reads “as stipulated in Subsection B” should actually read “Subsection C” in order to be consistent with the document.

Council member Collins remarked that the use of “campus” here denotes certain powers distinct from college and school, and that this section sets boundaries of authority in which campuses can differentiate themselves.

A discussion ensued around the use of the phrase “faculty governance organization” in part B. Under consideration was whether or not it should be replaced with the phrase “elected council.” The word “council” here is being used in a more generic way. Council member Collins noted that a faculty council was an elected body within a college or school and there was a need for a different nomenclature in reference to executive councils. Chair Killien pointed out the need for the language to be consistent in parts B and D. She asked the council if they wanted to change part B to read “elected council” rather than “elected faculty governance organization.” Council members agreed but asked that the plural form of council be used. Killien noted that she would raise the issue with the subcommittee that this caused concern.

Section 23-46

This section concerns the insertion of “campus” and “chancellors” within prescribed procedures. Council member Neill pointed out that part H. does not include the word “campus” in the last phrase “similar data pertaining to his/her” Chair Killien noted that they could recommend inserting it.

Section 23-47

This section addresses the coordination among campuses, colleges, and schools. The council had no recommendations for change.

Section 23-48

This section addresses policies and procedures and the council had no recommendations for change within it.

Chair Marcia Killien noted that the bracketed parts of the handbook indicate Executive Order, and while it cannot be directly changed, will be discussed again before recommendations are made to the executive committee.

Council member Tom Bellamy directed the council to Section 23-23 A. which defines “campus” and refers to “respective campus missions.” He asked, “Where is the authority to define the mission of a campus?” Chair Killien noted the importance of the issue raised and recommended that they table the item. She said that she would like to look at the whole document to see whether this belongs in the code, or elsewhere. She cautioned about rewriting the whole code at once.

Chair Killien summarized the following council recommendations.

1. Sections 23-23 through 23-25 will be revisited after faculty action is taken, and recommended language changes from the council will go to the President. They may discuss the issue of mission. She noted the need for the consistent use of commas with reference to UWB and UWT.
2. From sections 23-31 to the end, the council agreed with the changes with the following exceptions:
 - a. the language in sections 13-31 and 23-43 A3 needs to be parallel.
 - b. in section 23-45 find out what subsections B and C are referencing.

- c. changing the language in 23-45 from “department faculty” to “its faculty” (ask Advisory Committee if they agree) , removing the second “on” in part B., making the language consistent in parts A-D when referencing “council” versus “governance organizations.”
- d. in section 23-46 H. include the word “campus” where it references data.

Chair Killien asked council members to share with her any other changes they might want before April 9th.

The meeting was adjourned at 9:30 a.m.

Minutes by Melissa Kane, Faculty Senate, mmkane@u.washington.edu, or 206.543-2884

Present:

Regular: Harrington, Killien (Chair), Collins, Leppa, Neill
Ex-Officio: Luchtel, Nicoletta
President’s Designees: Bellamy, Cauce
Member of Representative Groups: Corbett, Weitkamp

Absent:

Regular: Stein (excused)
Ex-Officio: Lovell, Stiber
President’s Designees: Wood
Member of Representative Groups: Fugate (excused), Fleurdelys

APPENDIX

**Section 23-23. Campuses, Colleges, Schools, and Departments:
Definitions**

For purposes of the *University Handbook*:

- A. The word "campus" refers only to those listed in Section 23-11A. .
[Campuses shall have the full range of powers and responsibilities required to serve the l needs of their students and other stakeholders in accordance with their respective campus missions.]
- B. The words "college" and "school" refer only to those listed in Section 23-11B
- C. The word "department" refers to any separately organized unit within a college or school which has been established by the Board of Regents or

by the President, to any department-level interdisciplinary unit which has been established by the dean of a college or school, and to any department-level interdisciplinary unit involving two or more schools or colleges which has been established by the Provost.

D. An academic program is an area of specialization which has one or more of the following characteristics: has program as part of its title; grants a degree or a credential; has a sequence of courses with a common prefix; has been identified as a program by a distinct faculty action. Ordinarily, an academic program shall be smaller than an administrative unit such as a department and larger than the activities of a single faculty member.

Executive Order (unnumbered) of the President, May 31, 1956; revised October 1, 1982, revised January 30, 2004.

Section 23-24. The Graduate School: Definitions

A. In addition to its function in the advancement of research, the Graduate School has the function of supervising the content and level of programs leading to graduate degrees. It provides the services necessary for the processing of graduate student applications for admission to the University. It has jurisdiction over the completion of degree requirements by individual graduate students, and over the membership of committees charged with supervising advanced course programs and dissertations of students in the various fields of graduate study.

B. The term "graduate degree" designates all master's degrees and all doctor's degrees except those of Doctor of Medicine, Doctor of Dental Surgery, Juris Doctor, and Doctor of Pharmacy.

C. The term "graduate student" designates only those students who have been admitted to the Graduate School.

D. A [*campus a*]* college, a school, or a department which has been authorized by the graduate faculty to offer a program of study leading to a graduate degree is termed "qualified."

Executive Order (unnumbered) of the President, May 31, 1956; revised June 26, 1968; October 1, 1982

Section 23-25. Presiding Officers of [*Campuses*] Colleges, Schools, and

Departments

[A. *The presiding officer of the faculty [at UW, Bothell and UW, Tacoma are their respective chancellors]**

[B.]* The presiding officer of the faculty in a college or school is its dean. (See also Section 12-24).

[C.]* The presiding officer of the faculty in a department is its director or chair. (See also Section 12-26.)

Executive Order (unnumbered) of the President, May 31, 1956

***Because Sections 23-23, 23-24 and 23-25 were established by Executive Order, the bracketed amendments to those sections are intended as suggestions to the President. We will ask that the Executive Order sections be brought into compliance with the sections changed by the Faculty vote.**

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;

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 Subsection B. The organization and rules of procedure of a department or other academic unit 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 governance organization 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.

C. 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. The Advisory Committee on Faculty Code and Regulations shall review each campus's, college's or school's procedure to assure that the councils and governance organizations are established in conformity with the provisions of this section.

E. . 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.

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 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

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.