Proposed Amendment
General Faculty Organization Bylaws
University of Washington Bothell
May 9, 2006

GFO Committee Reorganization/Restructuring

The Executive Council has proposed reorganizing/restructuring the GFO standing committees. The following amendment to the GFO Bylaws would implement these changes.

- Bylaws Section 11 covers the role of the Executive Council in the context of the proposed committee changes.
- Bylaws Sections 12-16 cover the 5 standing committees.

Motion: In order to effectively and efficiently carry out the faculty's responsibilities, Sections 11-16 of the General Faculty Organization Bylaws are replaced in their entirety by the following:

11. Executive Council

Sub-section 11a. Membership

The membership of the Executive Council (EC) shall include the chair of the GFO, the vice-chair of the GFO (who shall chair the EC), the prior year’s chair of the GFO, and the elected representatives of each of the five (as of June 2006) degree-granting academic programs at UW Bothell. Representatives shall be appointed for a term of service of two years, renewable for a second term if so designated by the representative’s academic program.

The EC shall also include a single representative from each of the five standing committees of the GFO: Faculty Affairs, Student Relations, Curriculum, Instructional and Research Support, and Planning and Budgeting.

To maintain a relatively small EC membership, each of the elected representatives of the academic programs shall also serve on one of the GFO committees and be that committee’s representative on EC.

Sub-section 11b. Responsibilities

The Executive Council (EC) is the key representative body of the GFO.

The Executive Council shall advise the chancellor and vice chancellors on matters involving academic policy, including priorities, resource and salary allocation, and budgets. It is expected that the substantial study and deliberation of such matters be undertaken in the relevant standing committees of the GFO, and referred to the EC for final review. It shall be the responsibility of the EC to ensure that such advice conform with the broadly defined will of the faculty and, time permitting, to refer to the membership of the GFO questions which the faculty’s will is substantially unknown or unclear. The EC shall report regularly to the GFO, and as completely as is possible, consistent with the need for confidentiality in its advisory role to the chancellor and vice chancellors.

In advising the chancellor and vice chancellors on the above matters, a primary purpose of the EC shall be to promote academic quality with respect to the kinds of academic programs pursued and
adopted by the University of Washington Bothell. This purpose will be pursued with respect to
the campus’s mission statement and with the objective of developing academic cooperation,
integration, and excellence. Specifically, the EC will advise the chancellor and vice chancellors
with respect to the addition of any new academic program, a new program within an existing
program, or an academic center or institute. In serving this purpose, the EC will review
recommendations from other entities, both internal and external to the campus. It will also
examine issues regarding facilities and overall campus environment, to ensure the highest
standards of academic quality in all aspects of campus academic life. In this way, the EC, in
conjunction with the GFO standing committees, shall serve as the academic strategic planning
body for the faculty.

While the Curriculum Committee shall review all course changes proposed by the academic
programs of the campus, the EC shall assume responsibility for review and for recommendations
to the chancellor and vice chancellors whenever major programmatic changes and/or changes
involving significant budget implications are proposed, including new major, minors, certificates,
or substantial changes to these. Normally, the EC will seek the advice of the Curriculum
Committee in formulating its recommendation.

12. Faculty Affairs Committee

Responsibilities of the Faculty Affairs Committee:

• Studies and advises the EC on practices, programs and activities to enhance the development
  of faculty as teachers, researchers, and members of a community of scholars actively engaged in
  professional service.

• Reports annually to the GFO regarding comparative status of UWB faculty salaries.

• Monitors any changes in fringe benefits impacting faculty.

• Conducts the election of the membership to the Faculty Council on Promotion and Tenure.

• Meets annually with the UWB staff organization to ascertain concerns that impact the quality
  of the institutional life of the Bothell Campus.

Membership shall include representatives of all academic programs (unless the faculty in a given
program choose not to be represented) and, as ex officio, non-voting member, the chair of the
General Staff Organization. The term of service shall be two years, renewable for a second term
if so voted by the academic program faculty of the representative.

13. Student Relations Committee (formerly Honors & Ceremonies)

Responsibilities of the Student Relations Committee:

• Works with Student Affairs and the Faculty Oversight Committee on University Studies
  (FOCUS) in developing guidelines and monitoring their operation in the processing of
  applications for admission to lower division coursework.

• Considers student petitions related to academic standards, including graduation petitions,
  forwarded by Program Directors.

• Considers cases related to violations of the UW Student Conduct Code.
• Ensures that the authority of the faculty shall be exercised, wherever appropriate, in the preparation for and execution of commencement exercises and other occasions and activities involving the granting of honors, and other symbolic aspects of the institutional life of the Bothell Campus.

◊ Recommends candidates for commencement speaker to the Chancellor.

◊ Recommends student commencement speaker.

◊ Advises the Chancellor regarding the Chancellor’s Medallist Awards and other student honors.

• Serves as a liaison with Student Government.

Membership shall include representatives of all academic programs (unless the faculty in a given program choose not to be represented) and, as ex officio, non-voting member, the Director of Student Affairs and the President of the Student Government. The term of service shall be two years, renewable for a second term if so voted by the academic program faculty of the representative.

14. Curriculum Committee

Responsibilities of the Curriculum Committee:

• Reviews all course changes proposed by the academic programs of the campus and by the Faculty Oversight Committee on University Studies (FOCUS), including the creation of new courses and modification or deletion of exiting courses; considers the general appropriateness of proposed actions in the context of campus-wide programs, services to students, and the campus mission.

• Returns proposals, where appropriate, to the originating academic programs with requests for modifications.

• Forwards recommendations to the Vice-Chancellor for Academic Affairs who then forwards them to the University Curriculum Review Committee for final action.

• Reviews curricular aspects of new program development following reviews by the EC and AC.

• Reviews tri-campus proposals that emerge from UWS and UWT and advises the EC of any potential curricular or programmatic conflicts.

Membership shall include representatives of all academic programs (unless the faculty in a given program choose not to be represented) and, as ex officio, non-voting member, a representative of the campus library staff. The term of service shall be two years, renewable for a second term if so voted by the academic program faculty of the representative.

15. Instructional and Research Support Committee

Responsibilities of the Instructional and Research Support Committee:

• Provides leadership to the faculty in formulating policies that support their teaching and/or
research needs and recommends courses of action, particularly as related to mentoring of junior faculty.

• Advises the Director of Academic Services about proposed changes in services offered by that department and also suggests policy changes, new services, etc. to improve the provision of material support for teaching and research by the faculty and academic services to students.

• Serves as a liaison between the faculty and the Teaching and Learning Center, advising the Center on policies and activities that enhance support for teaching and learning on campus.

• Serves as a liaison between the faculty and Office of Research Support, advising the Office on policies and activities that enhance support for research and sponsored projects on campus.

• Studies proposals for the establishment of new centers/institutes on campus and advises the EC regarding appropriateness and sustainability of such proposals.

• Represents the faculty on the Technology Policy Advisory Committee.

Membership shall include representatives of all academic programs (unless the faculty in a given program choose not to be represented) and, as ex officio, non-voting member, the Director of Academic Services. The term of service shall be two years, renewable for a second term if so voted by the academic program faculty of the representative.

16. Planning and Budgeting Committee

Responsibilities of the Planning and Budgeting Committee:

• Studies and advises the EC regarding established planning documents such as Five for Five.

• Selects a committee representative to participate with the GFO Chair and Vice-Chair in budgetary sessions conducted on campus; shares budgetary information with the committee and advises the EC on academic spending priorities and, when deemed necessary, academic spending cutbacks.

• Studies and advises the EC regarding the formation and responsibilities of campus-wide task forces and ad hoc committees in terms of potential impact on the quality of academic life on campus.

• Represents the faculty on the Facilities Use Advisory Committee.

• Represents the faculty on the Master Planning Committee.

Membership shall include representatives of all academic programs (unless the faculty in a given program choose not to be represented) and, as ex officio, non-voting member, a representative from Finance and Administration. The term of service shall be two years, renewable for a second term if so voted by the academic program faculty of the representative.

Submitted by Kevin Laverty 05/09/06