### The Faculty Senate at Western

*It is the policy of Western Washington University that there shall be meaningful participation by the faculty, through the Faculty Senate or other recognized faculty bodies, in matters relating to academic planning and budgeting and to other matters at all levels of internal governance. This is consistent with the University’s policy of open participation in governance. (Faculty Handbook, p. 2)*

Thirty Senators are elected by the faculty to the Faculty Senate for 2-year terms. The Senate meets 5 times each quarter (except during the Summer). The President of the University and the Provost/Vice President for Academic Affairs attend as ex-officio members. The President of the United Faculty of Western Washington also attends. Senate elections are held Spring Quarter.

The Faculty Senate is empowered to speak and act for the Faculty in University affairs that are not covered by the contract between Western Washington University and the United Faculty of Western Washington with particular responsibility in the areas of curriculum and academic programs, scholarly activities, the education of students, the mission of the University, and institutional and administrative effectiveness.

The Senate updates the Faculty Handbook, which describes faculty duties, obligations, and rights. The Handbook is approved by the Board of Trustees and can be viewed on the Faculty Senate website at [http://www.wwu.edu/senate](http://www.wwu.edu/senate). Handbook changes require publication to the faculty and approval by the Board of Trustees.

An abstract of actions taken at each meeting is emailed to the faculty, published in *Western Today* and on the Senate website the day following the meeting. Additionally, several years of Senate minutes can be read on the Senate website.

### Who are Senators?

**Faculty are both eligible to run for the Senate and to vote for their Senators.** Interested faculty must obtain supporting signatures from members of their departments and submit their names to the Appointments and Elections Officer of the Senate in Winter Quarter. Each college is represented proportionate to its faculty population. Senators may serve up to three consecutive, two-year terms (six years). Voting takes place online via Blackboard.

#### Faculty Governance and Service

Senate meetings are open to faculty and other attendees. Western has a strong pro-active Senate; faculty serve on all of the committees available to them, which include Standing committees of the Senate (see next column), Standing committees of the Academic Coordinating Commission, curriculum committees comprised of faculty from every college and the library, various university committees, and ad hoc committees formed during the year. Membership information for these committees is posted on the Senate website and updated regularly. Colleges also form faculty committees for shared governance purposes, providing guidance and assisting the Deans. These committees report to the Senate periodically.

The Executive Council of the Senate meets a week prior to the Senate to prepare the Senate agenda. The Council is headed by the Senate President and includes past and future presidents, a Secretary, an Appointments and Elections Officer, the Legislative Representative, an At Large Senator and the Chairs of the standing committees as well as the UFWW president. The University President and the Provost are invited as ex officio members.

Faculty with concerns can address the Senate President directly, the Executive Council, or their area Senators. Motions passed in the Senate become effective following two votes.

### Academic Coordinating Commission (ACC)

The Academic Coordinating Commission (ACC), a Standing Committee of the Faculty Senate, has purview over all aspects of policy relating to the academic enterprise of the University including curricular coherence and administration, standards and requirements for admission, progress through the curriculum, oversight of curricular change, and graduation. The ACC publishes its own handbook on the Senate website.

ACC generally meets five times per quarter on alternating Tuesdays at 4 pm. Commissioners vote on current topics, and review minutes from the ACC college curriculum and standing committees frequently concerned with course and program approval and the accuracy of the University Catalog. Guests are frequently invited to attend open meetings. Commissioners are elected for 2-year terms in spring quarter from each area of the university.

### University Planning and Resources Council (UPRC)

The University Planning and Resources Council (UPRC) is responsible to the Faculty Senate for the formation and review of policy and procedures in all aspects of University Planning and allocation of resources, with special emphasis on matters of concern to the faculty. UPRC reviews the University Strategic Plan, recommends priorities to be used in preparing the University's biennial operating and capital budget requests, examines resource implications for major changes in the academic program, and participates in review of how allocated resources are used at the University. The five Vice Presidents and faculty representatives from every college and division sit on the UPRC which meets at least five times per quarter.
Other Senate Committees

Other Standing Committees of the Senate in addition to the ACC and UPRC include the Senate Library Committee, and the Academic Technology Committee. The Senate also elects a Faculty Legislative Representative (FLR) who represents the faculty and its issues before the legislature in Olympia. The FLR is a member of the Washington Council of Faculty Representatives (CFR).

Council of Faculty Representatives

Each of the baccalaureate institutions in the State of Washington elects representatives to a council of faculty who “lobby” the Washington State legislature on behalf of higher education. Western’s representative is a member of the Senate Executive Council and works with Student government representatives and Alumni to bring university issues to the awareness of both faculty and legislators.

Other University Committees

As many faculty as possible participate in the life of the University and have a pro-active voice in governance through service on a wide variety of other university committees throughout the year. These may include search committees and ad hoc committees called for a specific purpose, or the college governing committees. They may also include “other” committees requiring faculty representation such as the Faculty Development Grants Committee; the Committee on Undergraduate Education (CUE); Student Academic Honesty Board; the Graduate Council; Parking Appeals Board, Central Health and Safety; Student Publications Council; and the Sustainability Committee among others.

Motions, Minutes and More

Senate action is effected through motions which are proposed, seconded, and voted on by the majority of the Senate. This parliamentary procedure is outlined in Sturgis Standard Code of Parliamentary Procedure. Changes to handbook bylaws require publication to the faculty and a second vote by the Senate.

Each Senator represents a specific Constituent Group, usually in his or her area, and makes use of email and other communication means to keep faculty apprised of current Senate discussions.

Constituent Concerns are a Senate Agenda topic. Concerns can be brought directly to the Senate President who will present them to the Executive Council and the Senate.

Minutes of the Senate are published on the web and remain available in the Senate office for four years before becoming part of the permanent Washington State archives.

The American Association of University Professors publishes Policy Documents and Reports (currently in its 9th edition), which include its 1940 Statement of Principles on Academic Freedom and Tenure. The Senate Office maintains a copy of this and other documents of interest to faculty.

Understanding Faculty Governance

“Two aspects of faculty governance remain critically important today: the first is that inclusion of faculty members in the governing of a university rests on acknowledgement of their educational expertise. The second is that this very expertise protects and legitimates critical scholarship and enables faculty to distinguish between good and bad scholarship, to decide when the boundaries of reasonable thought and good professional practice have been breached. The faculty’s role in governance is the foundation for academic freedom.”


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