



February 2, 2026

TO: Faculty Senate Steering Committee
SUBJECT: Proposed Amendment to Faculty Senate Constitutions and Bylaws
SUBMITTED BY: Faculty Senate Executive Team

We propose the updates below. The recommendations include material reconciling historic documents and information currently published on the Senate website, clarifications of existing policy, some corrections, and some minor policy changes. Updates to committee composition will also be changed on the relevant committee websites

ARTICLE III – ORGANIZATION

Section 2: Officers

D. Executive Secretary

Table with 2 columns: Revised language, Intention. Row 1: The Executive Secretary shall be selected by Faculty Senate for a three-year term and shall be eligible for reelection. The Senate has the option to recommend extending an appointment for one (1) year in exceptional circumstances. Intention: Language added to ensure that if there is a need (for example, we lose the principal assistant and executive secretary at the same time) the Senate has the option to extend the Executive Secretary's term by one year.

Section 4: Committees

Table with 2 columns: Revised language, Intention. Row 1: The Faculty Senate standing committees and their subcommittees have been assigned functions by the Senate to enable the Senate to carry out its purposes. All Senate standing committees are responsible to the Senate; their subcommittees are responsible to the parent committees. Both the standing committees and their subcommittees may in some cases also report committee views to administrative officers of WSU. The official year for the Intention: Added language from historical documents/webpage



<p>Faculty Senate extends from August 16 to August 15 of the following year. Except for the stipulations herein provided the Senate shall have the power to determine the number and size of its committees and the terms of office of committee members. All-standing committees and their functions and composition are listed on the Senate Website</p>	
<p>A. Responsibilities</p> <ol style="list-style-type: none"> 1. Committee and subcommittee members are expected to participate in work to fulfill the function of the committee/subcommittee, attend committee/subcommittee meetings, and respond in a timely way to communications. 2. Committee and subcommittee chairs are expected to lead the committee/subcommittee in filling its function, attend Steering meetings, and respond to requests and communications from the Senate Executive Committee and principal assistant. Chairs not fulfilling these responsibilities may be removed by the Senate Executive Committee. 	<p>Added language to clarify responsibilities.</p>

A. Standing Committees

Revised language	Intention
<p>1. All standing committees are subject to modifications and to such rules and regulations as the Senate may prescribe. All standing committees, and their composition and functions, and composition are listed on the Senate Wwebsite. Committee composition, function and</p>	<p>Clarifies what material on the committee websites (composition, function, and membership) must be voted on by Senate.</p>



membership are approved by vote of the Faculty Senate.	
2. 30 Day response from all standing committees: Requests for further information or clarification from an initiating unit concerning their proposal under review by Faculty Senate committees may clearly indicate an explicit deadline (usually 30 days). If the deadline is not met the proposals will be forwarded to the Faculty Senate with a recommendation based on the available information.	Removed confusing and unnecessary language.

B. Committee on Committees

Revised language	Intention
<p>The standing committees of the Senate shall include a Committee on Committees. The duties of the Committee on Committees shall include:</p> <p>1) The Committee shall recommend to Senate faculty for membership on Senate standing committees and subcommittees; recommendations are voted on by the Senate. 2) The Committee may assist with recommendations for Senate ad hoc committees, joint committees, and provost and president committees; recommendations for Senate ad hoc committees are voted on by Senate; recommendations for joint, provost, and president committees are made through the Senate Executive Committee to the appropriate office. 3) The Committee recommends names to Steering for the Legislative Representative position. the nomination of faculty committee members to recommend to the Senate for election. The chair elect of the Senate will serve as the chair of the Committee on Committees.</p>	<p>Inserted language clarifying the duties of the Committee on Committees.</p>



C. Steering Committee

The standing committees of the Senate shall include a Steering Committee.

Revised language	Intention
<p>1. The duties of the Steering Committee shall include matters relating to the Senate agenda, referral, voting and procedures for Senate elections. The Steering Committee shall also act as an emergency advisory council to the President and it may serve as a Summer Executive Committee to carry out functions delegated to it by the Senate.</p>	<p>Added clarifying language</p>
<p>2. The chair, past chair, chair-elect, and executive secretary of the Faculty Senate shall, ipso facto, be members and officers of the Steering Committee. The chair of the Senate shall also be the chair of the Steering Committee. Additional Steering Committee members shall include the chairs of all standing Faculty Senate committees (not including subcommittees), along with one tenure-track and one career-track representative from each non-Pullman campus, excluding Global Campus.</p>	<p>Removed unnecessary language.</p>
<p>3. Each member of the Executive Committee of the Faculty Senate shall have one vote in the Steering Committee. Each non-Pullman campus shall have one vote in the Steering Committee. Each of the standing Senate Committees shall have one vote in the Steering Committee. If more than one member of a committee or campus is voting in the Steering Committee, their votes shall be evenly apportioned to the one vote assigned to that committee or campus. The Legislative</p>	<p>Removed language regarding Faculty Regent (not a reporting entity for Steering).</p>



Revised language	Intention
<p>Representative and the Faculty Regent shall be an ex officio members of the Steering Committee. Thisese is are a non-voting roles.</p>	

D. Election of Committee Members and Officers

Revised language	Intention
<p>1. The Senate shall have the power to elect its own committees7. Members of Senate standing committees and subcommittees except where indicated otherwise, are elected by the Senate on the basis of recommendation for the Committee on Committees and from the Senate floor. and each committee shall be empowered to elect its chair and other officers except for stipulations herein provided</p>	<p>Added clarifying language from historic documents/website regarding election of committee/subcommittee members.</p> <p>Removed redundant language regarding election of committee chairs (see section D4 below).</p>
<p>2. No language change</p>	
<p>3. No individual may serve as chair of a Senate standing committee and its Senate-elected subcommittee at the same time. Senate subcommittees may include members who are not members of the parent committee.</p>	<p>Added language from historic documents/website regarding subcommittee membership.</p>
<p>4. Chairs shall be elected by committee or subcommittee members. Chairs, unless otherwise indicated, are elected by April 25 for the following year by the committee or subcommittee from among those whose terms continue throughout the year and by those whose terms begin August 16.</p>	<p>Added language from historic documents/website providing instructions on committees selecting a new chair.</p>
<p>5. No language change</p>	
<p>6. Vacancies on Senate committees and subcommittees of less than one academic year will be filled by action of the Senate Steering Committee on</p>	<p>Clarified that Senate (not Steering) fills committee/subcommittee vacancies.</p>



Revised language	Intention
nominations submitted by the Committee on Committees. Such action will be reported to the Senate will be filled by election by the Senate.	
7. Vacancies of one academic year or longer will be filled by election by the Senate.	

E. Qualifications for Committee Membership

Revised language	Intention
1. The Committee on Committees nominates candidates for each committee, which are voted on by the senate.	Removed repetitive language.
1. No language change	
2. Faculty Members elected to Senate committees and subcommittees normally will serve three-year terms. Committee terms are staggered such that, for any committee, one-third of the terms end each year.	Added language from historic documents/webpage indicating that committee terms should be staggered to ensure committee is appropriately staffed.
3. No language change	
4. Committee membership is normally limited to two consecutive terms. Faculty who have served on a committee for two terms, can reapply to the same committee after a one (1) year break. They can apply for a different committee without taking a break. If the Committee on Committees recommends extension of a candidate beyond six (6) years (2 consecutive terms), the expectation is that the extension is for one (1) year. The Committee on Committees has the option to recommend extended appointments of up to three (3) years in exceptional circumstances. The	Added language to clarify eligibility for continued service following two consecutive committee terms.



Revised language	Intention
Committee on Committees shall identify a member whose appointment is longer than two (2) consecutive terms to the Faculty Senate.	
5. Academic Affairs Committee, Graduate Studies Committee, Professional Health Sciences Committee, and the Library Committee must have student representation equivalent in number to at least twenty-five percent of the voting faculty members.	Added and updated language from historic documents/website regarding student membership.
6. All committees should optimally have representation from at least three geographic areas .	Added language from historic documents/website regarding geographical location representation.

F. Meetings of Senate-elected Committees and Subcommittees

Revised language	Intention
1. No language change	
2. Robert's Rules of Order (11th ed. 2011, p. 97) indicates that meetings cannot be held via email unless specifically indicated in the bylaws of the organization. However, it is recognized that some senate committees conduct their business effectively and efficiently over email. Therefore, individual senate committees have the prerogative to set guidelines for doing business over email; these guidelines must be approved by a majority vote of the committee members and approved by the Steering Committee. Committees may conduct business over email. As is the case for meetings, a simple majority of voting faculty members shall constitute a quorum.	Simplified language indicating that committee business can be conducted via email.



G. Ad Hoc Committees

Ad hoc committees for the purpose of working on specific issues may be established by a vote of the Senate. Any ad hoc committee shall persist for one year following the date of the vote authorizing the committee unless extended by Senate vote.

H. Participation of Committee Chairs in the Faculty Senate

Chairs of Senate standing committees who are not members of the Senate shall be regarded as ex officio non-voting members of the Senate and will be expected to participate fully in its proceedings concerning matters within the jurisdiction of their respective committees.

Section 5: Relations with External Agencies

A. Legislative Representative

Revised language	Intention
1. Based on nominations from the Committee on Committees, the Senate Steering Committee shall recommend to the Senate elect a faculty member for the position of Legislative Representative. Senate shall vote to elect the Representative. The legislative representative will also serve as a member of the state-wide Council of Faculty.	Clarified that Steering recommends and Senate votes on the Legislative Representative position.
2. No language change	
3. No language change	
4. Vacancies of the office of legislative representative of less than one academic year will require action of the Senate Steering Committee on nominations submitted by the Committee on Committees. Such action will be reported to the Senate.	Removed redundant language.
5. Senate elections are required for vacancies of one academic year or longer.	Removed redundant language.



B. Faculty Regent

Revised language	Intention
1. No language change	
2. The pool of nominees will include representation from at least two campus locations Candidates should have demonstrated substantial university-level leadership experience and a broad understanding of the university system and institutional complexity.	Clarified language to indicate necessary leadership experience to be successful in the position.
3. The chair of the Faculty Senate will submit the appropriate portfolios of each candidate to the Office of the Governor Submission of candidate portfolios will follow the instructions provided by the Office of the Governor.	Corrected language to represent actual process of selection of Faculty Regent.

C. Representatives to Other External Agencies

Revised language	Intention
1. No language change	
2. No language change	
3. Elected representative vacancies of less than one academic year will require action of the Senate Steering Committee on nominations submitted by the Committee on Committees. Such action will be reported to the Senate.	Clarified that Senate, not Steering, elects senators.
4. Senate elections are required for representative vacancies of one academic year or longer.	Removed repetitive language that is addressed in section D. Election of Committee Members and Officers.