I.B. Faculty Structure

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The faculty and staff include all employees, except student and non-student temporary hourly employees, of Washington State University, regardless of their location, who have received official appointments. There are three classifications of employees: faculty, administrative and professional personnel, and civil service personnel. Affiliated personnel who hold short-term appointments with academic responsibilities (e.g., lecturer, adjunct and adjoint faculty, etc.) are considered nonvoting members of the faculty. Whenever questions arise about the classification of a faculty member, the final decision will be made by the provost in consultation with the administrative officers concerned.

I.B.1. The Faculty

The faculty includes academic faculty, extension faculty, library faculty, and short-term faculty. Historically, additional faculty titles were used and faculty members with these titles retain their faculty status. The statutory duty of the faculty, which may not be delegated, is to recommend to the Board of Regents the candidates for suitable degrees and certificates.

a) Definitions

A faculty member’s APPOINTMENT (also known as “job profile” or “position”) is for internal use within the university. It outlines more or less broadly a faculty member’s position responsibilities. Therefore, it also provides a framework or set of guidelines by which a faculty member will be evaluated for annual review and promotion. (More specific criteria for annual review and promotion within a track and sub-track will be determined by the school or department, and college.)

A faculty member’s appointment consists of the category (academic, library, extension), track (tenure, career, or short-term), status (e.g., tenured, retired with merit, visiting, or adjunct), rank of the faculty member, and the unit in which the faculty member is assigned. In the case of career track and extension faculty, a faculty member’s appointment will also include an internal sub-track designation. Sub-track designations are intended for internal use, i.e., at the program, department, college, and/or university levels.

A faculty member’s “working title” (also known as a “business title”) is how a faculty member’s position at WSU is communicated externally, e.g., on WSU web pages, program documents, letterhead, email signatures, etc. For the purposes of external communication and identification, each college must determine appropriate working titles for faculty by choosing from the options described under each track and sub-track.

(1) Faculty Categories

All faculty categories defined below are afforded equal rights and privileges. The various faculty categories, which are not mutually exclusive, are defined as follows:

(a) Academic Faculty The academic faculty consists of ranked faculty assigned to degree-granting units or the Honors College.

(b) Extension Faculty The extension faculty consists of ranked faculty assigned to Extension, Continuing Education or Public Service.

(c) Library Faculty The library faculty consists of ranked faculty assigned to Libraries.

(2) Faculty Tracks

The faculty tracks include the tenure track (Section I.B.1.b), the career track (Section I.B.1.c), and the short-term track (Section I.B.1.d).

Faculty in all tracks must always be assessed in accordance with their assignment (e.g., expectations relative to research/scholarship and/or creative activity must be concordant with the percentage of the faculty member’s appointment assigned to these areas.)

(3) Faculty Ranks

The ranks for academic and extension faculty in the tenure and career tracks include Assistant Professor, Associate Professor, and Professor. Additionally, the rank of Regents Professor is included as the highest possible rank for faculty in the tenure track. The ranks for library faculty include Librarian 2, Librarian 3, and Librarian 4. Librarian 4 is the highest rank.

b) Tenure Track Faculty

(1) Pre-tenure and Tenure Contracts

Tenure track faculty may hold pre-tenure or tenured contracts.

Pre-tenure contract. The faculty member is on probation during the time prior to consideration for tenure. At a time specified in the offer letter, the University will decide whether or not to grant tenure.
Tenure contract. Upon attaining tenured status, the faculty member shall continuously hold appointment with WSU until retirement, resignation, or termination pursuant to the terms of the Faculty Manual Section III.E.

(2) Academic Faculty

Academic faculty have significant responsibilities in the following areas: (1) research/scholarship and/or creative activity, (2) teaching, and (3) academic service. In some units, tenure-track “academic faculty” may also play a significant role in the important missions of clinical service/practice and/or community outreach (e.g. extension.) Importantly, a faculty member in the tenure track is expected to establish and maintain a record of productivity and achievement in research, scholarship, or creative activity. Faculty in this track are also expected to meet the expectations of their college and department regarding the quantity and quality of their teaching, academic service, and (if applicable) clinical service/practice.

Appointments are as Assistant Professor, Associate Professor, or Professor; tenured or pre-tenure. A tenure track faculty member’s working title is similarly Assistant Professor, Associate Professor, or Professor. Colleges may opt to further identify tenure track faculty externally as tenured, tenure track, “accepting graduate students”, “research active”, etc.

A terminal degree is normally required. Alternative credentials will be approved in consultation with unit faculty, by the administrative head and chancellor (if appropriate), and ultimately by the provost. A faculty member hired as an Assistant Professor who arrives without having completed their terminal degree may be given a maximum of one year to finish their degree and a position with a Lecturer title until they finish their degree.

(3) Library Faculty

Library faculty have primary responsibilities centered on library services for the university community, research, scholarship, and service.

Positions are pre-tenured or tenured with the rank of Librarian 2, Librarian 3, or Librarian 4.

A terminal degree is normally required. Alternative credentials will be approved in consultation with unit faculty, by the administrative head and chancellor (if appropriate), and ultimately by the provost. A faculty member hired as a Librarian 2 who arrives without having completed their terminal degree may be given a maximum of one year to finish their degree and a position with a Lecturer title until they finish their degree.

(4) Extension Faculty

Extension faculty are responsible for extending the research and knowledge bases of Washington State University to communities of place and practice across the state. Extension faculty in the tenure track are expected to establish and maintain a record of productivity and achievement in research, scholarship, or creative activity. Depending on their appointment, extension faculty may also be involved in significant teaching and/or student advising.

Appointments are as Assistant Professor, Associate Professor, or Professor; tenured or pre-tenure. A tenure-track faculty member’s working title is similarly Assistant Professor, Associate Professor, or Professor. Colleges may opt to further identify tenure track extension faculty externally based on their specific extension roles.

Extension faculty must hold an appropriate terminal or professional degree and/or demonstrate relevant experience and success in their field that is recognized by their discipline and/or college as appropriate for the position. Credentials and/or appropriate experience will be approved in consultation with the unit faculty, by the administrative head and chancellor (if appropriate), and ultimately by the provost.

c) Career Track Faculty

(1) Contracts (Continuous, Fixed Term, Contingent) for Career Track Faculty

Career track faculty appointments may be divided into three categories: (a) Fixed one (1) to five (5) year term appointments with specific end dates determined by the nature of the assigned task, funds, or contracts; (b) contingency appointments, with end dates, in which continued employment is determined by contingencies (indefinite term); and (c) continuous appointments.

(a) Fixed Term Appointment Definition

A faculty member with a fixed-term contract holds an appointment that ends on a specific date. Reappointment is dependent upon mutual agreement, needs of the unit, college, or university, renewal of funding or contracts, extension of the assigned tasks, and positive action taken to reappoint the incumbent. The offer of such a position implies no obligation on the part of the University to continue employment beyond the termination date of the fixed-term appointment; such decisions lie solely within the University’s discretion.

Types of fixed term appointments are contracts for a specified period, teaching positions to cover unexpected enrollments in courses, visiting faculty appointments, grant-funded positions, summer appointments, adjunct and non-service appointments, appointments to teach courses offered through Extended University Services, exchange faculty appointments, appointments of persons who have not attained permanent visas or citizenship, research associate positions, internships, and positions occurring because of permanent employees’ leaves or separations.

(b) Contingency Appointment Definition

For a faculty member with a contingent appointment, in addition to termination dates, hiring actions for contingency appointments include a statement that continuing employment is contingent upon specific qualifications. If the contingency specifies a date by which some action must be complete and if the specifications are not met, the University has no obligation to the employee beyond the contingency date. Employees hired on one- to three-year contracts are in this category, as are employees holding temporary visas who will become eligible for permanent positions upon requisite changes in immigration status.
(c) Continuous Appointment Definition

A faculty member with a continuous appointment holds an appointment with no contractual end date. Continuous appointment contracts may be terminated in accordance with Washington state and federal contract law and notification requirements based on length of employment (as defined in Section III.E).

(d) Hiring Policies and Procedures

Information regarding recruitment, including special circumstances for grant employees, periodic advertisement to establish temporary applicant pools, and details regarding adjunct and visiting appointments may be found in the BPPM 60.11 and/or the Faculty Recruitment Toolkit found on the Human Resource Services website [hrs.wsu.edu].

(2) Sub-tracks for Academic or Extension Faculty

Career track appointments should include a specified sub-track designation in the appointment/job profile (e.g., Clinical, Research, Scholarly, Teaching, or Extension sub-track). See the options under each sub-track for how these sub-track designations may be communicated externally via a faculty member’s working title (see also above Faculty Structure – Definitions Faculty Manual Section I.B.1.a). All sub-tracks and working titles should be listed in the college’s tenure and promotion guidelines.

All career track appointments should align with current Washington Administrative Code Regulations (WAC 250-61-100).

(a) Clinical Sub-track

Clinical faculty are those whose primary responsibilities are clinical practice and/or the supervision and clinic-based instruction of professional students, interns, residents, and/or fellows. Many, but not all, will have significant expectations in one or more of the following areas: (a) research, scholarship, or creative activity, (b) teaching, (c) outreach, (d) educational leadership, (e) administration, or (f) academic service. For example, these faculty may also play a role in the pre-clinical/pre-clerkship phases of the professional curriculum and/or perform clinical research. Promotion in this sub-track is based on significant achievement and/or a national/international recognition for excellence in clinical practice, teaching, educational leadership, and/or scholarship.

For working titles and external communication, colleges may choose from three options: (1) simply as Assistant Professor, Associate Professor, or Professor, with no mention of tenure track versus career track, or sub-track; (2) as Assistant Professor, Associate Professor, or Professor followed in parentheses by either the designation Career Track or ‘CT’, with no mention of sub-track – e.g. Associate Professor (Career Track); or (3) as Clinical Assistant Professor, Clinical Associate Professor, or Clinical Professor.

(b) Research Sub-track

Faculty in the research sub-track are in non-tenure track research appointments who predominantly conduct research, scholarship, or creative activity and who may serve as principal or co-principal investigators on grants or contracts administered by the university. Typically, the institution has made a commitment of office and research space. Start-up funds and salary may be provided. However, departments and colleges may expect these faculty members to provide all or significant portions of their own salary through extramural funding. The terms for start-up, space, and salary will generally be negotiated during the hiring process, although those terms can be renegotiated by the institution or the faculty member. In general, these faculty will have no significant teaching or service expectations unless those responsibilities are negotiated and commensurate funding support is provided. Promotion in this sub-track is typically based on traditional measures of research or scholarship, i.e., publication, extramural funding, and national or international reputation.

For working titles and external communication, colleges may choose from three options: (1) simply as Assistant Professor, Associate Professor, or Professor, with no mention of tenure track versus career track, or sub-track; (2) as Assistant Professor, Associate Professor, or Professor followed in parentheses by either the designation Career Track or ‘CT’, with no mention of sub-track – e.g. Associate Professor (Career Track); or (3) as Research Assistant Professor, Research Associate Professor, or Research Professor.

(c) Scholar Sub-track

Faculty in the scholar sub-track are those who have significant responsibilities in at least two of the following areas: (a) teaching, (b) student advising, (c) research or scholarship, (d) creative activity, (e) outreach, (f) practice, (g) educational leadership, (h) administration, or (i) academic service. Most faculty in this sub-track will have a significant teaching or student advising responsibility. However, carrying a large teaching or advising load and receiving good student ratings is not sufficient for promotion in this sub-track. Applicants for promotion are expected to demonstrate a scholarly approach to teaching, evidence of teaching effectiveness, and achievement or recognition in one or more of the additional areas (e.g., research/scholarship, educational leadership, outreach, etc.).

For working titles and external communication, colleges may choose from two options: (1) simply as Assistant Professor, Associate Professor, or Professor, with no mention of tenure track versus career track, or sub-track; (2) as Assistant Professor, Associate Professor, or Professor followed in parentheses by either the designation Career Track or ‘CT’, with no mention of sub-track – e.g. Associate Professor (Career Track). The scholar sub-track designation is intended only for internal use (i.e. at the program, department, college, and/or university levels) and ordinarily should not be employed on program, department, college and/or university websites or documents.

(d) Teaching Sub-track
Faculty in the teaching sub-track are those whose primary responsibility is teaching, student advising, or both and with little or no additional expectations in research, scholarship, creative activity, leadership, or academic service. Faculty with a teaching appointment will often have large teaching commitments according to their assignment and contract. In some colleges, teaching may involve teaching in a clinical setting. Promotion criteria will be determined by the department and college but should include evidence of teaching effectiveness and innovation.

For working titles and external communication, colleges may choose from two options: (1) simply as Assistant Professor, Associate Professor, or Professor, with no mention of tenure track versus career track, or sub-track; (2) as Assistant Professor, Associate Professor, or Professor followed in parentheses by either the designation Career Track or ‘CT’, with no mention of sub-track – e.g. Associate Professor (Career Track). The teaching sub-track designation is intended only for internal use (i.e. at the program, department, college, and/or university levels) and ordinarily should not be employed on program, department, college and/or university websites or documents.

(3) Library Faculty

Career Track library faculty have primary responsibilities centered on library services for the university community, research, scholarship, and service. The duties of career track library faculty may be more specialized than those of tenure track library faculty.

Positions are as Librarian 2.

(4) Extension Faculty

Career Track extension faculty are responsible for extending the research and knowledge bases of Washington State University to communities of place and practice across the state. As part of their outreach and engagement activities, extension faculty may do considerable teaching, most often in off-campus and/or informal settings. However, some extension faculty will teach credit courses.

For working titles and external communication, colleges may choose from two options: (1) simply as Assistant Professor, Associate Professor, or Professor, with no mention of tenure track versus career track, or sub-track; (2) as Assistant Professor, Associate Professor, or Professor followed in parentheses by either the designation Career Track or ‘CT’, with no mention of sub-track – e.g. Associate Professor (Career Track). The teaching sub-track designation is intended only for internal use (i.e. at the program, department, college, and/or university levels) and ordinarily should not be employed on program, department, college and/or university websites or documents.

d) Short-term Faculty

Short-term faculty may hold one-semester to three (3) year fixed term or contingent contracts (defined in I.B.1.c.(1)). The equivalent of a master’s degree or higher is normally required. Alternative credentials will be approved in consultation with unit faculty, by the administrative head and chancellor (if appropriate), and ultimately by the provost. The responsibilities and appointments for short-term faculty fall into one of the following designations:

(1) Lecturer

A Lecturer position is considered non-permanent or part time and is typically a short-term teaching contract. A lecturer’s primary responsibility is teaching. In some colleges, a lecturer’s teaching may involve teaching in a clinical setting. These appointments can be renewed indefinitely at the discretion of the University. After 3 consecutive years, a lecturer with an academic year appointment of >0.4 FTE should ordinarily be moved into a career track appointment presuming the faculty member meets the hiring unit’s publicly-established minimum requirements for such a track.

The Lecturer title may also be used for faculty hired as assistant professors who arrive without having completed their terminal degree requirements. Such faculty members are expected to complete the terminal degree during the first year of appointment or be given a terminal appointment for the second year.

(2) Visiting Faculty

Visiting faculty are fixed-term appointees who are faculty members or professionals from another institution for purposes of teaching, collaboration, or research. They are normally expected to return to their own institutions at the expiration of the appointment and are appointed as visiting faculty. Whenever a department plans to employ or host a foreign professor, researcher, or scholar, it is important to contact the Office of International Programs regarding arrangements for the appropriate immigration status. Refer to the HRS website for appropriate titles and hiring guidelines.

(3) Adjunct Faculty

Adjunct faculty are faculty who may hold positions with employers other than WSU and are appointed temporarily to WSU faculties. Adjunct faculty provide various types of service or teaching within individual colleges according to established criteria and may serve on graduate committees as graduate faculty as indicated by graduate program bylaws. They are appointed as adjunct faculty. After 3 consecutive years, an adjunct faculty member with an academic year appointment of >0.4 FTE should ordinarily be moved into a career track appointment presuming the faculty member meets the hiring unit’s publicly-established minimum requirements for such a track.

(4) Adjoint Faculty

Adjoint faculty are faculty who may hold positions with employers other than WSU and are appointed temporarily to WSU faculties. Adjoint faculty provide various types of research, scholarship, or creative activity within individual colleges according to established criteria and may serve on and co-chair graduate committees as graduate faculty as indicated by graduate program bylaws. They are appointed as adjoint faculty. After 3 consecutive years, an adjoin faculty member with an academic year appointment of >0.4 FTE should ordinarily be moved into a career track appointment presuming the faculty member meets the hiring unit’s publicly-established minimum requirements for such a track.
(5) **Affiliate Faculty**

Affiliate faculty are comparable to an adjunct appointment except that the person is already a WSU employee (faculty or administrative professional) and has been invited to serve in a faculty role in a program other than the one paying their salary. They are appointed as affiliate faculty.

(6) **Research Associate**

Research associates are faculty in short-term appointments who support the research being conducted at the University. Positions may also include research, scholarship, creative activity, teaching, administration, outreach, or service. After 3 consecutive years, a research associate with an academic year appointment of >0.4 FTE should be reviewed biennially by the chair, dean, and departmental faculty for potential transfer into a career track.

(7) **Postdoctoral Research Associate/Fellow**

Postdoctoral research associates are persons who have received a doctoral degree (or equivalent) and are engaged in a temporary and defined period of mentored advanced training to enhance the professional skills and research independence needed to pursue their chosen career path. Most research post-docs are funded using extramural funds. Postdoctoral research associates should receive active and ongoing mentoring from one or more designated advisors throughout their post-doctoral period.

(8) **Postdoctoral Teaching Associate/Fellow**

Postdoctoral teaching associates are persons who have received a doctoral degree (or equivalent) and are engaged in a temporary and defined period of mentored training related to teaching and pedagogy to allow them to prepare for a career devoted primarily to teaching or a career in which teaching will be a primary responsibility. A teaching postdoctoral associate will be appointed for a two-year term with the possibility of one two-year renewal. Postdoctoral teaching associates should receive active and ongoing mentoring from one or more designated advisors throughout their post-doctoral period.

e) **Changing Tracks or Sub-tracks**

Moving successful faculty between the short-term track and the career track, or between different sub-tracks, can be advantageous for the faculty member and the university. To consider moving a faculty member between the short-term track and the career track, or from one sub-track to another, approval must first be obtained from the chair and dean, as well as the academic director and VCAA, as appropriate.

If a faculty member is currently on a continuous contract, the faculty member can agree to start a position in the new track/sub-track at any time, however without the agreement of the faculty member, the notification periods from Section III.E.1 must be observed. If a faculty member is currently on a contract with a terminal date, the faculty member can agree to start a position in the new track/sub-track at any time, however the faculty member may also choose to finish the current contract before moving to the new track/sub-track.

If a change in track/sub-track is approved, the offer letter for the new track/sub-track should specify how much of the time served in the previous track/sub-track will be counted as time in rank towards promotion in the new track/sub-track.

Moving faculty between the career track and the tenure track is more complicated because of budgetary differences in how these two tracks are funded. Because of this, prior approval from both the dean and provost are required. The details of the procedure for switching from the career track to the tenure track are available from the Office of the Provost upon request. Before a faculty can be awarded tenure, the normal procedure for deciding if tenure is warranted must be followed.

### I.B.2. Meetings of the Faculty

The president of the University is the chief executive officer of the faculty. The president, or designated representative, presides at meetings of the Faculty except those called by the Faculty Status Committee or by the Faculty Senate Steering Committee. The Executive secretary of the Faculty Senate shall serve as secretary of the faculty.

The Faculty Senate Steering Committee will have the power to call a meeting of the faculty. Any member of the Faculty may petition the Steering Committee of the Faculty Senate to call a meeting. The meeting will be called if the majority of the Steering Committee vote in favor of holding the meeting. A petition signed by a minimum of ten percent of the faculty will require that a meeting be called, regardless of the vote of the Faculty Senate Steering Committee. The Steering Committee shall designate a member of the faculty to chair the meeting(s).

The quorum for meetings of the faculty and the graduate faculty shall be all qualified persons in attendance at regularly scheduled and announced meetings. Each of these bodies shall be free to make its own rules of procedure, but, unless rules to the contrary are adopted, motions shall pass by majority vote.

### I.B.3. Specific Duties of the Faculty Senate

The purpose of the Faculty Senate is to exercise the legislative powers delegated to it and to make recommendations to the president, to appropriate administrative officials of the University, and through the president, to the Board of Regents on matters affecting the general welfare of Washington State University and its educational, research, and service activities.

a) **Legislative Powers**

The Faculty Senate shall serve as the legislative body of the faculty to make recommendations in all matters requiring faculty action or approval of curricular and educational policies of Washington State University, including:
(1) Standards of admission
(2) Curricula and courses to be offered and the number of credits for each course
(3) Standards of scholarship
(4) Requirements for graduation
(5) The academic calendar

b) Power of Recommendation

The specific duties of the Senate shall also include, but not be limited to, the formulation of recommendations to the president and appropriate administrative officials of the University with regard to the following:

(1) Development and review of plans and policies to strengthen the educational program of the University
(2) Review of the budget of the University to assess its general conformity with policies and priorities established or endorsed by the Senate
(3) Review of the strategic plan, for the physical and educational development of the University
(4) Protection and enhancement of academic freedom of members of the University community
(5) Preservation and extension of academic responsibility of members of the University community
(6) Promotion of the general welfare of the University community
(7) Review of policies concerning the University's relations with its supporting community throughout the state of Washington
(8) Review of policies concerning the University's relations with outside agencies
(9) Review of rules and procedures of the University concerning the conduct of its members

The Faculty Senate will include a Steering Committee, the duties of which shall include matters relating to agenda, referral, voting, and 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. Numerous other permanent Faculty Senate committees and sub-committees consider issues and make recommendations to the Faculty Senate for action, http://facsen.wsu.edu. The Faculty Senate Executive Committee shall consist of the chair, chair-elect, immediate past chair and the Executive secretary. The Executive Committee shall serve as the primary conduit of information between the faculty and the administration.

I.B.4. Faculty Status Committee

The Faculty Status Committee is an independent investigative faculty committee that reports and makes recommendations directly to the president. Functions of the Faculty Status Committee are:

(1) Reviews, mediates, and/or adjudicates disputes between individual faculty members and between individual faculty members and the administration.
(2) Makes recommendations to the Faculty Affairs Committee and to the president concerning policies about faculty affairs which arise out of its conciliatory and judicial functions.
(3) Calls special meetings of the faculty or any component thereof, giving reasonable notice, at which time the chair of the Committee shall preside.
(4) Reviews any problem within its jurisdiction brought to it by any member of the faculty.
(5) Makes periodic reports (at least annually) to the Faculty Senate and to the faculty concerning its operations.

The Faculty Status Committee is responsible to the faculty. It has twelve (12) members, consisting of nine (9) tenured faculty and three (3) career-track faculty, each serving for three (3) years. Four (4) members' terms end on August 15 and they are not eligible to succeed themselves immediately. Further information is provided on the Faculty Status Committee website https://facsen.wsu.edu/faculty-status-committee/.

a) Nominations

During the last two (2) weeks of February, the Faculty Status Committee shall form a nominating committee composed of two members of the Faculty Status Committee and three (3) other members of the faculty designated by the Faculty Status Committee. By April 15, the Nominating Committee will submit to the faculty a list of eight (8) nominees consisting of six (6) nominees for the three tenured faculty positions and two (2) career-track faculty for the career-track position. This committee of five (5) shall request nominations from the faculty through the media, such as a WSU internal communications newsletter, and/or other appropriate means at least two (2) weeks prior to the election of candidates by the nominating committee. If there are vacancies caused by death or resignation during the previous year, the nominating committee will submit two (2) nominations for each vacancy.

If membership on the committee falls below seven during any one (1) year, a special election is held to fill vacancies. Nominations at special elections are made in the same way as above. If vacancies occur during the summer, the Faculty Status Committee may appoint members to serve until October 1 of that year.

b) Election
Election of new members to the Faculty Status Committee shall be by electronic ballot. This ballot is to be delivered to the faculty (academic faculty, extension faculty, and library faculty) by April 15 with terms beginning August 16. The ballot will be divided into two parts to facilitate the election of the correct number of candidates from each track. One section will contain the names of six (6) tenured nominees and shall provide an opportunity to enter the names of up to three (3) eligible write-in candidates. Faculty may vote for up to three (3) nominees or eligible write-in candidates in this category. The other section of the ballot will contain the names of two career-track nominees and provide the opportunity to enter an eligible write-in candidate. In this section, faculty may vote for one (1) nominee or eligible write-in candidate.

**Ballot Composition**

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<tr>
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<th>Tenure Track</th>
<th>Career Track</th>
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<tr>
<td>Number of nominations</td>
<td>6</td>
<td>2</td>
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<tr>
<td>Number of write-in possibilities</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Number of votes</td>
<td>3</td>
<td>1</td>
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Ballots on which more than the appropriate number of candidates in each category are indicated shall not be counted. The three tenured nominees or eligible write-ins in the tenured section and the career-track nominee or eligible write in career-track section of ballot receiving the greatest number of votes in their category are elected to three (3) year positions. In the event that a vacancy occurs before the end of a member’s regular three-year (3) term, the nominee or eligible candidate from the same category receiving the next greatest number of votes in the election of that vacating member shall be eligible to serve immediately and fills the remainder of the term. In the event that a vacancy occurs before the end of a member’s regular three-year (3) term, the nominee or eligible candidate receiving the next greatest number of votes in the election of that vacating member shall be eligible to serve immediately and fills the remainder of the term.

c) **Leave of Absence**

If a member of the Faculty Status Committee goes on leave for a period of four (4) months to a year or for any reason is unable to participate in the work of the committee for a similar period of time, the committee is empowered to appoint a replacement for the period of absence. A member who anticipates a longer absence should resign so that the vacancy may be filled at the annual election.

d) **Powers of the Committee**

In addition to the functions enumerated above, the Faculty Status Committee has power to elect its own officers, fix dates of its meetings, make its own rules of procedure, designate other members of the faculty to assist in its work, and make reports and recommendations to the faculty and to the president.

After giving reasonable notice, it may call special meetings of the faculty or any component thereof. The chair of the committee presides at such meetings.

e) **Assessments**

For defraying necessary expenses of the Faculty Status Committee, the faculty may vote such assessments as may be necessary. These are payable to the treasurer of the committee.

I.B.5. **Other University Committees**

In addition to the Faculty Status Committee, there are numerous other committees on which faculty serve. The president’s standing committees have been established to provide advice to the president or to the president through a primary administrative officer of the University. The University committees provide advice to various administrative officers or areas of the University. In some cases, recommendations from University committees are forwarded to the Faculty Senate for consideration and action. See the current Washington State University Committee Manual at http://facsen.wsu.edu/committees/index.htm for names, structure, and functions of permanent committees which contribute to the shared governance of Washington State University.