UNIVERSITY OF WASHINGTON BOTHELL
GENERAL FACULTY ORGANIZATION

2015 BYLAWS

Approved by GFO EC – May 22, 2015
Pending Final Approval by GFO

UNIVERSITY OF WASHINGTON BOTHELL FACULTY

In order to exercise the powers granted under Faculty Code, Section 23-43, and to advise the Chancellor as required in Section 23-43B, in an orderly and expeditious manner, the faculty of the University of Washington Bothell (UWB) establishes herewith, under Faculty Code, Section 23-45A, its organization and rules of procedures.

ARTICLE I
PURPOSE AND FUNCTION

Section 1. The purpose of the University of Washington Bothell shall be to provide educational opportunities within the larger context of the University of Washington, whose mission is defined in University Handbook, RCW, 28 B-20.020 Vol. 1-1, and within the context of the specific mission of the University of Washington Bothell, whose mission is defined in RCW, 28B.45.020.

Section 2. The faculty of the University of Washington Bothell is the campus' governing body, under Faculty Code, Section 23-41.

Section 3. Under Section 13-23 of the Faculty Code, the faculty of the University of Washington Bothell shares with its Chancellor the responsibility for such matters as:

1. Educational policy and general welfare;
2. Policy for the regulation of student conduct and activities;
3. Scholastic policy, including requirements for admission, graduation, and honors;
4. Approval of candidates for degrees;
5. Criteria for faculty tenure, appointment, and promotion;
6. Recommendations concerning campus and University budgets;
7. Formulation of procedures to carry out the policies and regulation thus established.

Pursuant to Section 23-43 of the Faculty Code, the faculty of the University of Washington Bothell:

A. Shall, with respect to academic matters,

1. Determine its requirements for admission and graduation;
2. Determine its curriculum and academic degrees;
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 in accord with the provisions of Chapter 24 and of Section 25-41.
ARTICLE II
VOTING MEMBERSHIP

In accordance with the Faculty Code, Section 21-32, the voting members of the University of Washington Bothell faculty are defined as follows:

A. Except as provided in paragraph B of this Section the voting members of the University of Washington Bothell faculty are those faculty members holding the rank of

- Professor, 50% appointment or greater
- Research professor, 50% appointment or greater
- Associate professor, 50% appointment or greater
- Research associate professor, 50% appointment or greater
- Assistant professor, 50% appointment or greater
- Research assistant professor, 50% appointment or greater
- Full-time instructor,
- Full-time principal lecturer,
- Full-time senior lecturer,
- Full-time senior artist in residence,
- Full-time lecturer,
- Full-time artist in residence, or
- A retired assistant professor, associate professor, or Professor during the Quarter(s) he or she is serving on a part-time basis, or
- A retired research assistant professor, research associate professor or Research professor during the Quarter(s) he or she is serving on a part-time basis.

B. Notwithstanding the rank held, the following are not voting members of the faculty:

- Persons serving under acting or visiting appointments;
- Persons on leave of absence;
- Persons serving under clinical or affiliate appointments;
- Persons of emeritus status unless serving on a part-time basis;
- Persons serving under adjunct appointments insofar as their adjunct appointments are concerned.

[For definitions of faculty titles, see Section 24-34.]

C. Research faculty may vote on all personnel matters as described in the Faculty Code except those relating to the promotion to and/or tenure of faculty to the following ranks:

- Senior Lecturer
- Principal Lecturer
- Assistant Professor
- Associate Professor
- Professor
- Associate Professor without Tenure
- Professor without Tenure
D. Voting Membership in Relation to Joint Appointment:

A faculty member who has the privilege of participation in governance and voting in the primary school at the University of Washington Bothell campus may arrange with any secondary program(s), school(s), or college(s) either to participate or not to participate in governance and voting in the secondary unit(s). This agreement must be in writing and will be used for determining the quorum for faculty votes (Sec. 24-34 Part B7).

ARTICLE III
THE GENERAL FACULTY ORGANIZATION (GFO)

Section 1. The organized faculty of the University of Washington Bothell is referred to as the General Faculty Organization (GFO). For these Bylaws, “faculty of the University of Washington Bothell” and “the General Faculty Organization (GFO)” are identical in meaning.

Section 2. The purpose of the GFO shall be to serve as a forum for faculty deliberation and decision-making, and for the formulation and conveyance of advice to the Chancellor and Vice Chancellors of the University of Washington Bothell on a wide range of matters related to the mission of the University of Washington Bothell.

ARTICLE IV
OFFICERS OF THE GENERAL FACULTY ORGANIZATION (GFO)

Section 1. GFO Chair, Vice Chair, Past-Chair and Terms

The officers of the GFO shall be the Chair, Vice Chair, and Past-Chair. Each shall ordinarily serve for a one-year term, and the vice-chair shall ordinarily succeed to the office of the chair, subject to faculty approval as specified in Section 3. The Past-Chair shall ordinarily succeed to Chair of the Campus Council on Planning and Budgeting (CCPB).

Section 2. Responsibilities

The Chair of the GFO shall have overall responsibility for guiding and coordinating the affairs of the organization. The Chair of the GFO shall serve on the University of Washington Faculty Senate and the Senate Executive Committee (SEC). The Vice Chair of the GFO shall chair the GFO Executive Council (see Article V). The Vice Chair of the GFO shall serve on the University of Washington Faculty Council on Tri-Campus Policy (FCTCP). The Past-Chair shall serve as the Chair of the Campus Council on Planning and Budgeting (CCPB) which has primary responsibility for reviewing annual and long-term academic planning and budget allocations – and coordinating with UWB Administration in discussion and deliberation of resource allocations.

Section 3. Election

During the month of April, the incumbent chair of the GFO shall announce an open call for nominations (including self-nominations) for the office of GFO vice chair for the upcoming academic year. Such nominations shall be given to the chair, who shall ascertain the willingness of each nominee to serve if elected. The chair shall then prepare a ballot for the three officer positions for the next year. For the position of Chair of CCPB, the incumbent GFO Chair shall be listed. For the position of GFO Chair, the incumbent GFO Vice Chair shall be listed. For the position of GFO Vice Chair, all willing nominees (as described above) shall be listed. If no candidate for one, two or all three of the officer position receives a majority of votes from among GFO members casting votes, there shall be a single runoff election with a new ballot for the position(s) in which a tie has resulted. The ballot shall contain the top two
candidates for any position, with the winner being determined by a majority of those voting. Voting shall be completed in May.

Section 4, Eligibility

Deans, and other faculty holding full or part-time administrative appointments, shall not be eligible to serve as GFO Chair or Vice Chair. Administrative appointments include those (but not limited to) that have process authority for faculty personnel beyond that of a regular, non-administrative faculty member.

ARTICLE V
GFO EXECUTIVE COUNCIL (EC) AND COMMITTEES

Section 1, Responsibilities

The Executive Council (EC) is an elected faculty council of the GFO. Its responsibilities shall be to advise the Chancellor and Vice Chancellors on matters involving academic policy, including priorities, strategic planning, resource and salary allocation, and budgets; and policy regarding faculty promotion and tenure (Sec. 23-45B ). Additionally, the EC shall advise the Chancellor and Vice Chancellors on the development and implementation of the campus vision statement, and on the general welfare of the campus. It is expected that the substantial study and deliberation of matters concerning promotion and tenure policy, faculty affairs, academic standards, and the curriculum be undertaken in the campus councils having jurisdiction over these matters as described in Articles VI, VII, VIII and IX and referred to the EC for final review. It shall be the responsibility of the EC to ensure that such advice conforms with the broadly defined will of the faculty and, time permitting, to refer to the membership of the GFO questions on 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 occasional need for confidentiality in its advisory role to the Chancellor and Vice Chancellors.

Upon request, the Chancellor or Vice Chancellors shall provide the EC with information concerning salaries, teaching schedules, salary and operations budget requests, appropriations, allotments, disbursements, and similar data pertaining to the UWB campus, as stated in the Faculty Code, Section 23-46H.

The agenda for EC meetings shall be developed by the EC with input received from individual faculty members, academic units, and the Chancellor and Vice Chancellors. Agenda items must be submitted to the EC chair two weeks prior to each meeting. A copy of the agenda shall be distributed to faculty at least one week prior to each meeting.

Roberts’ Rules of Order Newly Revised shall be the parliamentary authority in the deliberations of the EC.

Section 2, 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 Past-Chair of the GFO (Chair of CCPB), and one elected representative from each school at UW Bothell. For schools with individual divisions or other forms of academic units, the representative must represent all such units from within their school. A representative from the Center for University Studies and Programs (CUSP) will also be a member of the EC. This member will be a full-time faculty member who also serves on the Faculty Oversight Committee for University Studies (FOCUS) and is elected by the members of FOCUS.
Elected representatives shall serve a term of service of two years, renewable for a second term if re-elected by their schools. Deans, associate deans, and division chairs, or others with administrative duties that include faculty personnel decisions beyond that of those granted to regular faculty shall not be eligible to serve as EC members.

Section 3. Other Committees

To assist it in carrying out its responsibilities, the EC may at its discretion establish standing or ad hoc committees, prescribe their powers and duties, and appoint their members. Standing and ad hoc committees together with their powers and duties shall be listed in a form available to voting members of the UW Bothell Faculty.

ARTICLE VI
CAMPUS COUNCIL ON PROMOTION, TENURE AND FACULTY AFFAIRS

Section 1. Responsibilities

A. Promotion and tenure: The Campus Council on Promotion, Tenure and Faculty Affairs, as an elected council of the UW Bothell faculty, shall advise the Vice-Chancellor, as Chief Academic Officer, on cases involving promotion and tenure of the faculty in accordance with Sections 24-54C and 25-41B of the UW Handbook, and on appointments when consultation is needed. In formulating its advice on promotion and tenure, it is directed to study the whole record of candidates in accordance with the broad criteria established in the UW Handbook. It shall also be the responsibility of the Campus Council on Promotion, Tenure and Faculty Affairs to review and, if necessary, propose changes to policies and procedures related to campus-level implementation of University appointment, promotion, and tenure policy in accordance with Section 13-23A.5 and 13-31A.4 and A.5. of the UW Handbook. Proposed changes shall be referred to the GFO Executive Council, which shall determine whether to refer the proposed changes to the GFO for approval.

B. Faculty affairs: The Campus Council on Promotion, Tenure and Faculty Affairs shall serve as deliberative and advisory body to the GFO Executive Council on all matters of policy relating to the interests of the faculty of UW Bothell, including salaries, professional leave, mentoring, professional development, and standards of academic performance. Within this area of jurisdiction, the Campus Council on Promotion, Tenure and Faculty Affairs shall provide advice and information as requested by the GFO Chair and GFO Executive Council.

1. may on its own initiative prepare proposals or resolutions for submission to the GFO Executive Council;
2. may appoint such ad hoc committees as may be required for the effective pursuit of its work;
3. may request such information and assistance as may be required in the effective pursuit of its work;
4. shall submit to the GFO Chair any report for transmission to the GFO Executive Council.

Section 2. Membership

The membership of the Campus Council on Promotion, Tenure and Faculty Affairs shall consist of seven tenured voting faculty members. Each school shall be entitled to at least one representative; the remaining positions are considered as at-large members. The Chancellor, the Vice Chancellor for Academic Affairs, and Deans of Schools and other faculty holding full or part-time administrative appointments, shall not be eligible to serve as GFO Chair or Vice Chair. Administrative appointments include those (but not limited to) that have process authority for faculty personnel beyond that of a regular, non-administrative faculty member.

Members will be elected for a term of two years and can be re-elected for two additional consecutive terms, at which point a member cannot be re-elected for at least one full year. The chair will be elected by its members and will
serve for one academic year (September 16 through June 15), unless re-elected. The term of all other members shall begin September 16 in the year of their election and end June 15 two years later.

Nominations and election of the Campus Council on Promotion, Tenure and Faculty Affairs shall be conducted annually in the Spring Quarter to replace members whose term expires with the current academic year. The first election shall be held during Spring Quarter to replace the members of the current Faculty Council on Promotion and Tenure whose term expires June 15 of that academic year. For those whose term expires in the following academic year, they shall indicate their availability to complete their elected term. If, for some reason, they cannot continue – an elected replacement will be available to complete the remaining year of their term. Elections of four and three members shall be conducted in alternating years to maintain the total membership at seven, ensure representation from each of the Schools, and provide continuity from one year to the next. Special elections may be held to fill seats vacated by faculty.

For purposes of representation on the Campus Council on Promotion, Tenure and Faculty Affairs, there shall be two rounds of election:

1. First election: [campus-wide primary election]
   (a) The chair of the GFO shall distribute to all voting faculty members a secret ballot containing the names of all eligible UW Bothell faculty.
   (b) Each voting faculty member votes for as many candidates as there are open positions.
   (c) Each voting faculty member shall only cast a maximum of one vote per candidate.
   (d) A designated staff representative of the GFO office will collect the ballots and count the first round tally, which shall not be released.

2. Second election: [campus-wide election using the slate of nominees from the first election]
   (a) The chair of the GFO shall distribute to all voting faculty members a second secret ballot containing the names of twice the number of eligible faculty as the number of open positions.
   (b) The names on the ballot will be drawn from those who received the highest number of votes in the first election and who have agreed to have their names placed on the second ballot.
   (c) Each voting faculty member may cast as many votes as the number of open positions.
   (d) Each voting faculty member shall only cast a maximum of one vote per candidate.
   (e) The election will be decided by plurality vote, consistent with the requirement that each school have at least one representative. In case of a tie, there will be a run-off election.

Section 3. Members of the Campus Council on Promotion, Tenure and Faculty Affairs shall recuse themselves from promotion and tenure cases originating from within their own Schools.

(Note: Issues related to whether an elected CCPTFA member may be involved in the discussion of candidates from their own schools, ability for representation of Principal Lecturers/Senior Lecturers to serve on CCPTFA, junior faculty member’s involvement in discussion of promotion/voting for those to a rank higher than their own, and explicit campus-level processes for promotion to SL, and Principal Lecturer are all discussion points at this time – and recommendations/results will be reflected in future proposed changes.)
ARTICLE VII
CAMPUS COUNCIL ON ACADEMIC STANDARDS AND CURRICULUM

Section 1. Responsibilities

A. Academic Standards: The Campus Council on Academic Standards and Curriculum (CCASC) shall serve as deliberative and advisory body to the GFO Executive Council on matters pertaining to the revision of existing degrees, majors, minors, and concentrations. This council has responsibility to assure that academic standards are maintained – and that a record of changes be kept – as they pertain to the UW Bothell schools and campus. Within this area of jurisdiction, the Campus Council on Academic Standards and Curriculum:

1. shall provide advice and information as requested by the GFO Chair and GFO Executive Council;
2. may on its own initiative prepare proposals or resolutions for submission to the GFO Executive Council;
3. may appoint such ad hoc committees as may be required for the effective pursuit of its work;
4. may request such information and assistance as may be required in the effective pursuit of its work;
5. shall submit to the GFO Chair any report for transmission to the GFO Executive Council.

B. Campus Level Review of Proposals for New Courses and Course Changes: The Campus Council on Academic Standards and Curriculum shall review all course changes proposed by the academic units and by the Faculty Oversight Committee on University Studies (FOCUS), including the creation of new courses and modification or deletion of exiting courses. It shall consider the general appropriateness of proposed actions in the context of campus-wide programs, services to students, and the campus mission. It will review each course and its preparation for entry into the University of Washington course catalog – and its final review by the University Curriculum Review Committee. When appropriate, it shall return proposals to the originating academic unit with requests for modifications. Upon approval, it shall forward recommendations to the Vice-Chancellor for Academic Affairs, who then forwards them to the University Curriculum Review Committee for final action.

Section 2. Membership

The membership of the Campus Council on Academic Standards and Curriculum shall consist of one elected representative from each school at UW Bothell – including a member from FOCUS. It shall also include, as ex officio, non-voting members, one representative each from the campus library staff, CUSP staff, and the staff of Student Affairs. Members will be elected for a term of two years and can be elected for a maximum of three consecutive terms, at which point a member cannot be re-elected for one full year. The chair will be elected by its members and will serve for one academic year (September 16 through September 15), unless re-elected. The term of all other members shall begin September 16 in the year of their election and end June 15 two years later.

ARTICLE VIII
CAMPUS COUNCIL ON PLANNING AND BUDGETING

Section 1. Responsibilities

A. Planning and Budgeting: The Campus Council on Planning and Budgeting (CCPB) serves as an advisory board to the EC on long-range strategic planning, preparation of budgets, and distribution of funds as they relate to issues of concern to faculty.

General responsibilities of the Campus Council on Planning and Budgeting include:

1. Provide advice and detailed reviews of planning and budget materials as requested by the GFO Chair and GFO Executive Council;
2. Prepare detailed budget reviews and/or related process resolutions for submission to the GFO Executive Council;
3. Appoint ad hoc committees as may be required for the effective pursuit of its work;
4. Provide detailed input on specific budget requests, academic strategy, and long-term campus planning related to campus growth strategies – including enrollment management; procurement of new, and use of, existing facilities; budget reviews of proposed and existing campus Centers, and other planning and budget issues of importance to faculty.
5. Collaborate with administrative representatives with responsibility and/or expertise in budget processes;
6. Provide quarterly reviews of the budget process and status to EC;
7. Invite representatives of the campus to provide information, discuss issues, and/or provide guidance critical to planning and budgeting;
8. Submit and present an Annual Planning and Budget report to the GFO Executive Council – and upon Executive Council approval – provide this report to the GFO membership at-large.

B. Planning and Budget Review: The CCPB shall provide quarterly updates and reviews of the campus-level budgeting process. It shall compile an Annual CCPB Planning and Budget report to the EC that provides an overview of the budget process for a given year; specific budget strategies used; justifications for the annual budget; review of long-term budget strategies and priorities for future allocations; and other materials of interest to the faculty as appropriate. Consultation with the UW Faculty Senate Committee on Planning and Budgeting (SCPB) may occur as appropriate to communicate overall University of Washington planning and budgeting strategies.

Section 2. Membership

As a component of UWB’s commitment to shared governance, the committee membership shall consist of:

1. Committee members consisting of:
   a. The immediate Past-Chair of the General Faculty Organization, who also chairs the committee effective August 1 through July 31 should they be available; otherwise, a chair will be recommended from the membership of CCPB and approved by the EC.
   b. The Chair of the General Faculty Organization
   c. One member of the General Faculty Organization Executive committee serving their second year as an elected member. Member(s) who are serving a second (or greater) term may serve on this committee during their first year.
   d. Up to three at-large full-time faculty members will be nominated for a term of two years and can be elected for a maximum of three consecutive terms, at which point a member cannot be re-elected for one full year. The two-year term begins on Sept 16.
   e. Budget Representative from the Vice-Chancellor for Academic Affairs office (ex officio)
   f. The Vice Chancellor for Administration and Planning (ex officio)
   g. A staff member nominated by the General Staff Organization (ex officio).
   h. A student member nominated by the ASUWB (ex officio)
   i. A member of UW Libraries (ex officio)

2. The committee shall meet monthly during the academic year and will be supported by the GFO Program Coordinator.
ARTICLE IX
CAMPUS COUNCIL ON ASSESSMENT AND LEARNING

Section 1. Responsibilities

A. Assessment and Learning: The Campus Council on Assessment and Learning (CCAL) serves as an advisory board to the EC regarding implementation, revision, and assessment of campus-level student learning goals and proficiencies.

General responsibilities of the Campus Council on Assessment and Learning include:

B. Assessment and Learning Reviews: The CCAL shall provide quarterly updates and reviews of the campus-level student learning goals, processes and outcomes as they relate to the academic mission and goals of UWB and their relationship to the University of Washington at-large. It shall compile an Annual Report on Assessment and Learning that will be provided to the EC describing assessment and learning issues of interest to EC and the GFO. Consultation with the Faculty Council on Teaching and Learning (FCTL) from the UWS Faculty Senate may occur as appropriate to communicate overall University of Washington assessment and learning strategies and goals. Support may be provided to individual schools and/or the campus at-large in response to accreditation and/or other requests related to the assessment of student learning goals and specific learning objectives.

Section 2. Membership

As a component of UWB’s commitment to shared governance, the committee membership shall consist of:

   a. A faculty chair (as nominated by the CCAL members and approved by the EC)
   b. A faculty representative from each School
   c. An at-large faculty representative of CUSP
   d. A campus accreditation liaison,
   e. Two student representatives selected by the ASUWB.
   f. A representative from the Teaching and Learning Center (ex officio).
   g. A representative from the Office of Institutional Research (ex officio).
   h. A representative from University Libraries/Learning Technologies (ex officio).
   i. A Representative from the Advising Council (ex officio).

Members of this committee shall be appointed by their respective units on an annual basis. Additional members of the campus community may be regularly invited to advise the group or to serve as part of focused sub-groups as relevant.

D. The committee shall meet monthly during the academic year and will be supported by the GFO Program Coordinator.

ARTICLE X
VACANCY IN OFFICE
A vacancy in either elected office or appointed committee membership can occur through such processes as resignation, termination of employment, sabbatical, medical leave or failure to attend meetings of any committee without advanced notification.

If a vacancy should occur during the term of any office, the EC shall be empowered either to appoint a replacement to complete the unexpired term or to provide for an election to a new term of office for that position.

ARTICLE XI
QUORUM

A quorum for any meeting of the University of Washington Bothell GFO shall consist of at least half the voting members of the faculty, with all schools represented.

ARTICLE XII
VOTING

A proposed action of the University of Washington Bothell GFO under the authority of the Faculty Code, Sections 23-43 and 23-44, is effective if passed by a quorum majority of its voting members present at a meeting. For voting in a meeting, voting may occur orally, by show of hands, or by ballot. A request may be made by one or more voting members to conduct a vote by secret ballot. This request shall be honored and the vote will be conducted in a manner to ensure confidentiality. For voting by mail or electronic ballot, actions are approved by a simple majority of those voting, provided that at least half of the members eligible to vote have cast ballots.

ARTICLE XIII
GENERAL FACULTY ORGANIZATION (GFO) MEETINGS

At least one meeting of the faculty shall be held during each academic quarter; in Summer Quarter a meeting shall be held if there is business to conduct. An annual calendar of meeting dates shall be established prior to the beginning of the Autumn Quarter by the EC. Meeting dates will not be changed unless there is a major emergency, with information to the faculty regarding cause for change. Special meetings shall be held when called by the EC, when requested by the Chancellor or Vice Chancellor for Academic Affairs, or when requested in writing by 25 percent of the voting membership of the faculty. The GFO Chair will chair the GFO meeting.

The EC is responsible for developing the agenda and order of business at a general meeting of the faculty. A copy of the agenda shall be distributed to faculty at least two weeks prior to each meeting.

ARTICLE XIV
AMENDMENTS

These bylaws may be amended at any regularly scheduled faculty meeting by two-thirds vote of those present provided notice of intent is given at the previous regular meeting or when submitted in writing to all faculty at least three weeks prior to the meeting at which action is taken. The bylaws may be amended by mail or electronic ballot by two-thirds of those voting providing that the requirements for a quorum established in Article XII have been met in
the ballots returned and that the proposed changes and rationale have been circulated to all voting faculty at least three weeks prior to the date on which the ballots will be tallied.

ARTICLE XV
DELEGATION OF POWERS TO SCHOOL FACULTIES

Pursuant to section \textbf{23-43C} and \textbf{13-24.2} of the Faculty Code, the faculty of the University of Washington Bothell delegates to the faculties of its Schools the following powers and duties:

A. Each School shall, with respect to academic matters,

1. Determine its requirements for admission and graduation;
2. Determine its curriculum;
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. Each School faculty shall, with respect to personnel matters, make recommendations to its Dean in accordance with the provisions of \textbf{Chapter 24} and of Section \textbf{25-41}.

C. Each school and college shall have the authority to determine its own organization and rules of procedure consistent with Section \textbf{23-45}. The organization and rules of procedure in schools within the University of Washington Bothell shall be subject to review by the GFO Executive Council (\textbf{23-45.A}). Should a school code (or bylaws) be inconsistent with that at the campus level, the latter takes precedence. In cases where a Dean of a school forwards a recommendation to the Chancellor, the Chancellor shall be advised by the GFO Executive Council in accord with Section \textbf{13-24.2}.

APPROVED BY: (Pending EC Review and Approval, Vote by GFO members)

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