**Academic Senate Executive Committee Minutes**

**MONDAY, September 14, 2020**

Approved

***Call to Order***

Academic Senate Chairperson Senator Kalter called the meeting to order.

***Oral Communications:***

Senator Kalter: Hello, everybody. Hope you had a good weekend. We actually have a whole bunch of Oral Communications that have been added since the ones that are already on the list. So, I'm going to try to start with those first. The first Oral Communication is I am going to attempt to end this meeting by 5:00 p.m. as would be usual for our face to face meetings, if we were in Hovey 419. So, let's make that our goal from now on, all the rest of the year as hard as it's going to be. So, we'll see what we can do.

Next Oral Communication. Just wanted to let everybody know, just as kind of a reminder to be careful. If we want to say something that's confidential, to make sure that you let me know first so that I can take us into Executive Session. I was kind of reminded about this because of the Faculty Caucus last week and how we had to ask about that, and then decide if we were going to go in, and stuff. But just to be aware of that, especially because the Open Meetings Act is requiring a full verbatim recording according to the June 2020 rules. So, we want to be, you know, careful about that.

The third Oral Communication, Lauren had emailed me, I think over the weekend, with a question about the work groups, and I sent you back (I don't know if you've seen it yet, Lauren) but I sent you back an email saying those are probably questions more for President Dietz than for me. So, why don't you go ahead and ask your questions.

Senator Harris: Actually, just one of the questions I had asked was, who was the chairpeople for those University-Sponsored Travel Groups. They actually contacted me today. So, that was good. But for the Academic Continuity Groups. I just wanted to make sure that there are three separate subgroups underneath that group. Correct? Okay, so they would each require students to sit on those as well.

President Dietz: You have the opportunity to do that. Yes.

Senator Harris: Okay, I was just making sure. Okay. So, then I can contact Amy to get those names to her.

Senator Kalter: And, Larry, those are all chaired by Amy, Ani, and Charley, right, even though they're separate sub committees of that.

President Dietz: Yes.

Senator Kalter: Great. Next Oral Communication is from Martha because of the Board meeting over the weekend, and Dr. Tarhule’s comments about the Spring Academic Calendar.

Senator Horst: Yeah, I noted in a WGLT article that you said that you were hoping the Senate could address something in two to three weeks, and I just wanted to make sure you understand, the Senate Calendar, like, we're going to decide the agenda for the meeting in a week and a half. And so, for the Senate to address something in two to three weeks, we’d probably have to do it at this meeting. And then traditionally, we have an item that's an Information Item, and then an Action Item. And so, that would be then a week and a half, and then another two weeks to address something. So, I just wanted to make sure that… I noted that comment, and I wanted to make sure that you understood the calendar.

Provost Tarhule: Yes, Susan and I just talked a little bit about that. Yeah. Well, what I'm telling the folks in my offices is we should get a clear recommendation out of the Provost Office within the next two weeks if it turns out that the Academic Senate or the cabinet is not able to make a determination on it any sooner that's fine, but what I think was really important is that I would like, my personal preference, is to be able to give students and faculty some clarity about what the spring semester schedule is going to look like as soon as possible. So, maybe we can just agree on the principle that we will try to act on it as expeditiously as we can, within your time frame once you get that recommendation.

Senator Kalter: And, Aondover, we had talked about how you thought it might be able to come to the Senate on October 7. I had forgotten the thing that Martha had said about how we usually do an Information Item one week, and then two weeks later we do an Action Item. Is it going to be any kind of an issue if we were to do that and have a vote by the Senate on the 21st of October, or do you need us to do a kind of Information/Action Item on the 7th?

Provost Tarhule: Well, another possibility is to try to get it to you by September 23, but then I don't know where all the discussions are. That's why I hesitate. I could check with Ani to see how quickly we could get… because my sense, I've looked at the committee report, and their analysis, and it seems pretty comprehensive. I think they will be in a position to make a recommendation soon, I guess maybe they're trying to make sure that they’ve covered all stakeholders as comprehensively as possible. So, I'll check with her. I don't want to rush them too much, so they don't consult with everyone. But again, there seems to be a great need from faculty and parents and students to know what the Academic Calendar will look like. So, the soonest we can resolve that within your processes or the institutional processes, the better. For me, and my goal would be as soon as possible.

Senator Kalter: And we may be able to work with it if it comes to us on the 7th, to simply do it as an Information/Action Item as long as we have enough advanced warning to have the Senators get feedback from their constituents, so that they can vote on that. And by the way, everybody, I don't know if you all saw Dr. Tarhule’s comments, but there was one part of that about potentially beginning Spring late, but we talked just a couple minutes ago, that's very unlikely to happen because of financial aid constraints, is my understanding from being in an Academic Continuity meeting this summer. Is that correct, Dr. Tarhule?

Provost Tarhule: Yes, I was assuming that everybody is up to date, but just so we're on the same page. The question is, what would the spring semester look like? And so, there are communities considering a keep it as it is, we'll start on the 11th, we have a Spring Break from the 10th to the 16th and so on. But the other option is what if we started late, so one option, they're considering is starting later, and then no Spring Break, and then we end at the usual time. The reason for no Spring Break is if kids go home, then there might be spreading or bringing back infections to campus. So that's the second option. The third option is to begin the semester online. And the reason for that option is, over the holidays, kids are going to be interacting with families and probably in large groups of people. If our semester starts on January 11, which I think is what is scheduled now, that's not enough time from the end of the holidays to when the kids come back to see whether they’re infected or not. So, if we start it a little bit later, then maybe we have time for the kids to get tested. And if any kinds of infection rates are manifested, they will be seen at that point. So, before they come back. So, these are the different options that the committees are considering. What I'd like to be able to do is to have them put it up before (and I don't know which one goes first) I think Academic Senate and then cabinet. But to be able to bring a recommendation as to what are their number one and two preferred options, so that we can have that voted on (discussed and voted on) so we can begin to let people know that this is the way the spring semester is going to look like.

Senator Kalter: Okay. I'm not sure I have a view about that last part about cabinet first or Senate first. In many ways, we may want to send it simultaneously, and see if Senate can get… Anything that cabinet catches that Senate needs to know. Because it seems like if we vote on something, and then cabinet needs to change it, that's probably inadvisable. It might be better, Larry, if we can do it, to get it sent to both places at the same time.

President Dietz: Yeah. I think, you know, this could be a topic for cabinet discussion, even though we don't have it fully vetted within the work group yet, but it can be a topic of conversation as early as this Wednesday with cabinet, because I've been meeting with cabinet every week. Typically, we meet every other week, but for the most part, for the last several months, we've met every week. And so, I could introduce the topic and have Aondover go into a bit of this this week, just to see if there's anything right off the top of the heads of the folks on cabinet. So, I think we need to kind of work in parallel tracks on this. But we can introduce that as a topic Wednesday for our cabinet meeting.

Senator Kalter: Right. Anything else on that one. (Pause) Awesome. This is a little bit of ribbing for you, Larry. I'm wondering how come the Senate Chair and the Campus Communication Committee doesn't know when there's a Special Board Meeting over the weekend. Can we start getting notifications of those since they’re… it's usually not… most years you only have four. And I'm sure that you would like to go back to that.

President Dietz: Yes. Yes, I would to some degree. I'm sorry. I didn't know that you didn't know that.

Senator Kalter: Yeah, my guess is that Brent and Dave are overwhelmed with what they're doing. And so haven't really thought about how AP Council, Civil Service Council, and the Senate probably should get a tip off to that. So, I found out about the meeting through Martha after it happened.

President Dietz: Oh, sorry about that. We'll work on that. You missed a four-hour meeting. That was the entire length of the meeting.

Senator Kalter: Maybe I should reverse this request.

President Dietz: I mean, we’ll let you know, but you may want to rethink whether or not you want to attend (and I will speak for myself and for Aondover about that as well) But it was a long one. All Saturday afternoon.

Senator Kalter: I'm assuming the recording is somewhere up online.

President Dietz: Sure, or will be anyway. Sorry about that. We’ll do a better job of letting you know about these. This came up fairly quickly at the suggestion of the Board chair, and then we had a little difficulty getting everybody in attendance. We got in all but one. But it was kind of an update (just the theme), it was kind of an update about lots of topics, but it's kind of after 10th day, now where are we, kind of thing. So, there's an hour and a half of budget stuff. There was obviously COVID-19 testing. There was Equity and Inclusion issues. Diversity, Inclusion, Equity, issues. Athletics. It was pretty wide ranging

Senator Kalter: All right. Well, I’m sorry I didn’t invite you to my father’s 80th birthday party, which is where I was during that time.

Let's see. The next one, very quick Oral Communication for Dr. Tarhule, we needed to get the schedule for the deans and chairs annual and comprehensive evaluations for the last two years. We usually get that every, I think, it's like every September or something, and we haven't gotten it from…

Provost Tarhule: Once again. Could you say that again?

Senator Kalter: Yes, so there is a schedule that the Senate gets every year that shows all of the chairs and deans for the university, and it basically shows when their comprehensive evaluations come up. And so, we're just trying to get those to distribute them out. So, we have a five-year comprehensive review for every chair/director, and for every dean, and those go on sort of a staggered schedule. And so traditionally, the Senate has just gotten that from Sam Catanzaro’s office, and we just wanted to make sure that we get that. We need it for 2019-2020 because we never got that one. And then the 2020-2021 one.

Provost Tarhule: This comes from the Provost Office. Right?

Senator Kalter: Yeah.

Provost Tarhule: And you say Sam is the person you normally work with?

Senator Kalter: Yes, that's right. Yeah.

Provost Tarhule: Okay. I got that. I’ll make sure you get it.

Senator Kalter: Thank you so much. Now we get to our actual Oral Communications, the ones that are on the agenda. So, this one Senator Harris put this one on as a question about whether instructors can insist on visual participation from students on Zoom. I think you brought this up the last Exec, or was it Martha? Oh, I'm sorry. It was Martha. I'm sorry. I was misremembering that. So, Martha, do you want to say a little bit about that?

Senator Horst: Sure. And I'm sorry, my children are behind me. There was some discussion with Jim Gee, faculty reached out to him to figure out, he had everybody on his class was having black screens, and he wanted to know if he could require them to show their faces. And Jim Gee indicated there had to be a pedagogical reason. And I was just wondering if that's an item for Faculty Caucus to weigh in on, because we've never really had a conversation regarding virtual classroom requirements and how faculty can control their classroom, or whether or not there's some other interests. The reason I brought it here is we had a conversation, maybe a month ago, and I remember Susan said, oh, that's above my pay grade, she made some comment like that, maybe that's where you saying it came from Lauren, or came from another student Senator. So, I am now bringing it to this group from the faculty comment.

Senator Kalter: I’m going to throw that open for discussion, especially because if it's something for the Caucus agenda, we should talk about it at the Faculty Caucus Exec, but I wonder if we think it's for the Caucus, or for the Senate, or for the Academic Continuity Work Group, or who?

Provost Tarhule: Dylan raised this question before, and he and I subsequently had some email communication. Let me give you a little bit of context as to what the discussion groups in the COVID planning committee are thinking about. They understand that faculty sometimes have legitimate reasons for wanting to see the students, especially if you're doing like communication or speaking type courses where you need to see the other person's face. So, they're recognize… and then they also realize that sometimes the students basically sign on and leave. And so, they’re actually not there at all. So, they considered those positions from the faculty side. On the flip side is the fact that sometimes students are in rather compromising situations. You know, they may be at home in places, or they may be taking classes in places where they don't want their environment shown. And so, if they were forced to reveal where they are, you know, it may be an uncomfortable position for them. So, this was where the debates stood in those discussion groups, and they couldn't quite decide. You know, they could see both sides of the issue. And so, they felt like it would be unfair to come down… there didn't seem to be strong enough evidence for recommending one option versus the other. So, my sense is that where they left it was to have this decided on an individual basis by the faculty, but not to make it general recommendation for the university as a whole. So, essentially, they couldn't because of the differences in those positions.

Senator Horst: Well, that's where I would say that, you know, I can forward this comment, but Jim Gee is his name, was the one…

Senator Kalter: I think it’s Jim Gee from CTLT for everybody's knowledge. So, he's from our Center for Teaching, Learning, and Technology, and he's also a part time instructor in the School of Communication.

Senator Horst: I mean, he was indicating the first position of that, there should be a pedagogical reason, as opposed to the second, whichever one it was, that the instructor should be the one that's setting the tone of the classroom. So, I just thought that this is the unique position that we're in with instructors, and I'm just wondering if there is a need to have some sort of policy or is there a policy, there is no policy, and if there is no policy, then everybody needs to say that.

Senator Nikolaou: I think the one that I’ve heard is about the background and if they have the family that, you know, they don't want you to know their environment, isn't one solution to that the virtual background because with the virtual background you don't actually see where you are, unless another person steps in the screen, and then on the other hand, is that some students may not actually have cameras. But then would the student success office… because they can rent, they can give laptops out for the semester. Is there something similar if a student needs a camera or my or something like that?

Senator Nahm: Oh, I just wanted to address something that Dimitrios said. So, in terms of virtual backgrounds, that's tied to how powerful your computer it. So, for example, I've only been able to use a virtual background recently because I got a new computer. I wouldn't be able to do this on the university laptop that I got issued from my college, for example. And then, I have students who… and my classes are very discussion oriented, but I have students who don't turn their camera on unless I specifically asked them to, there are students who don't respond if I just encourage them to attend. I don't force them. I say, like, hey, I'd like to see your face when you speak. And some do participate, even without the camera. So, I think there are many different reasons. Some of them are technology related, and those students reach out to me and tell me that for some reason their camera isn’t working today, so is it okay if they only participate through audio. Other students if… you know, like there's no way for me to know but I suspect that, you know, some of them are turning their cameras off so that they don't have to show their face.

Senator Mainieri: I wonder if we're considering, is this an item that we need to bring forward. Martha's talking about one instance going through CTLT, but I wonder, either from our administrators or our student representative, is this something that we're hearing a lot of complaints and discussions around? Because I feel like if that's the case, then yes, it should be something that we bring forward. If not, maybe it's something that we can ask CTLT to just put something on that, you know, they have that website where there's recommendations of recommended practices and things like that for those that might be looking for it.

President Dietz: You know, there also may be some legal issues here. I don't think so. I think overall, that the purview of the classroom is the purview of the faculty member who’s in charge of the classroom, but I could ask Lisa also if there's anything here on (Lisa Huson) on her side we ought to consider about this. But maybe that'll help inform as well.

Senator Kalter: Yeah, the two things there that come to mind, Larry, are actually in conflict with one another in a certain way, or could be, I suppose. Academic freedom, obviously, is what you're referring to in part, and I think, I'm guessing the Jim Gee is referring to our Grading Practices policy, that the reason has to be… like a student cannot be graded on things that are irrelevant to their performance in the class. But then that goes both ways. Right. In terms of this issue, you could say that having the camera on is irrelevant to the class, you could say that having…You know, I'm not quite working that out. But I think you could see that on both sides of that issue in a sense. In other words, they could be afraid that either something that they can hear, that the rest of the class can hear, or the rest of the class can see could be used against them in their grade. Or that having their camera off could be used against them in their grade. And so, there’s sort of, the students are caught in a conundrum. And one of the things I think we need to do is educate the students about their rights to complain without being retaliated against for complaining about it so that the student… because we find this all the time that students do not feel empowered. If they feel that the class is being unfair, the instructor’s being unfair, they don't want to complain or call it to anybody's attention because they're afraid that then they'll really be unfair. So, somehow, we need to get some information out to students about how to talk about this, and who to talk to about it.

Senator Nikolaou: Just a follow up on if we need a policy or something like that, or an exception or something. Because I'm thinking in terms of, you know, midterm exams are coming. We do not have the proctoring software so far. I have to tell my students, you need to have your cameras on while you're taking the exam. I cannot have them at their home taking an exam without the cameras on, but then if, let's say Legal says no you cannot tell them, what am I to do with exams? So, how are we to address these kinds of issues? I mean, mine was also face to face. So, I have already told them that, you know, you can always come, let me know ahead of time, come and I'm going to have a classroom reserved for the exams. But then for classes that are fully online, and they were planning to have midterm exams…

Provost Tarhule: Dimitrios, just general information. I'm not trying to answer the question you pose. The proctoring software, I think, is two to three weeks out. So, that will be ready. they say it will be ready for sure by the time we get to the final exams. They are highly optimistic that we could get it ready for midterms. So, again, that's not answering your question. Just so you know, in terms of proctoring software where we are.

Senator Kalter: So, I guess we should go back to the question of, does this go on a Senate agenda or a Caucus agenda, or does it go somewhere else first or also?

Senator Mainieri: I just put… because the chat isn't open in our Zoom meeting, so I can't put it in the chat, but I did in out Teams, on our Exec Teams that CTLT already has a whole page about recommendations related to cameras on and things like that for faculty in the Redbirds Keep Teaching page. So, I just wanted to point that out because they're already there. And secondly, I would, again, reiterate that I don't feel like I have enough knowledge to decide whether or not to move this forward because I really don't know the scope of this issue, right, if it is actually like a widespread issue that faculty need addressed and students need addressed, or if it's not. So, I don't know if I can say today, without any more information, if there's more faculty or more students who are calling for a more comprehensive approach. If there's not that, I don't really feel that we need to move it forward officially through Faculty Caucus or Senate.

Senator Kalter: It strikes me as something that should be discussed on department levels because like you said, Tracy, I can't judge whether a Communication class or a Theatre class or any other kind of class needs pedagogically to have their camera on or off. And I don't know the utility of having representatives on the Senate or the Caucus talking about that, without having… we have 80,000 courses[following the meeting, this was corrected: 80,000 was the approximate number of grades in Spring semester; the number of courses is approximately 4000]. So, I'm not sure we're going to get anywhere. I think what we need is some Legal advice, some education of students, and some case by case addressing of it, because I know that I don't require it for my classes. So, having students know who to talk to, even if it's not a complaint, but having some sort of avenue for it to be worked out, you know, with them and with the professors. I'm thinking, for example, of the Inclusive Community Response Team, but I don't think that's the appropriate group to field this exactly. It's not quite in that wheelhouse, but it's a similar kind of issue where the faculty member may have a very, very legitimate, good reason for asking for it, and the student may have a very, very legitimate, good reason for wanting not to do what the faculty member wants to, and if we can work those things out individually that would probably be the way to go.

Senator Harris: That's what I was going to ask, like, is there any place, like right now, say if a student right now is having that issue who would they go to right now? Because we don't have it, like, is that what you're saying, ICRT may be the place?

Senator Kalter: Yeah. I'm not sure whether Larry and Aondover would agree with this, but I'm thinking, either the Dean of Students or the chairs of the department.

President Dietz: : My sense is that the chairs of the departments might be, you know, the way to go, but I do think that this… my hope is that this, all of these, if there are issues they could be worked out between the instructor and the student. But I think there are… and I really have faith in that, I would say for the most part. But I do think this is a big enough issue that we need to do a little bit more research on this. And this is another topic that I can bring up at cabinet on Wednesday, because our General Counsel will be there, Aondover will be there, other members of the cabinet so we can chime in about… you know, Vice President Johnson will be there in case there've been student complaints about this. So, again, that's something we can add to our agenda, and perhaps from that come back here and be better informed. But I would hope that we would be sensitive enough to the student needs on this and that they would be respectful of the faculty members’ wishes and be able to work it out. But this is a thorny one, and so I think we need a little more time to try to work out some of the answers to some of the questions that have just come up in the last few minutes that we've been discussing this.

Senator Kalter: Sounds good.

Senator Mainieri: I did just want to point out that in the meantime, to Lauren’s question, on the site that I put into the posts in our Teams, it says, obviously, it discusses that students should discuss with the instructor but the student should be encouraged to contact the Deans of Students Office if they desire assistance with advocacy in handling barriers to a webcam requirement. So, just in the meantime if, Lauren, if you have students who are coming to you, that's what's up on the website right now.

***Check in about the status and work of the Code of Student Conduct ad hoc committee and SGA's role/Issues Pending list.***

Senator Kalter: Great. Okay, let's see, in the interest of trying to have an hour-long meeting and no more. Check in about the status and work of the Code of Student Conduct ad hoc committee. This is just asking Lauren and the SGA, are you guys beginning to work on how to move forward with the other Student Code changes, and all that kind of stuff?

Senator Harris: We didn't talk about it in SGA, but I brought it up with Dr. Davenport, and his general recommendation was that we reconvene the committee. Because he said that the faculty representation was something that was well received in that his understanding is that eventually faculty would like to know about what the committee was doing anyway. So, it's just best to have them in the loop, you know, all together at the same time.

Senator Kalter: Great. And a little bird told me that there may have been a calendar invite going around for that ad hoc committee is that…

Senator Harris: I think, because when I was talking to him, he was trying to send me old documents that the committee may have been using, and it was connected to a calendar invite.

Senator Kalter: Oh, gotcha. Okay, so it was not for this 2020-2021 year, it was in the past.

Senator Harris: No.

Senator Kalter: Okay. Alright. So, and I think, Cera, you were setting up those meetings. So why don't you contact John and just find out if he needs your help to get that jumpstarted again. That'd be awesome. Great. Awesome.

***Discuss Senate Calendar Changes***

Senator Kalter: Let's see. The next thing is a hard thing. It might be the hard thing. So, whether or not we're going to make changes to the Senate Calendar. We did a poll of the Faculty Caucus about, do you want the Senate meetings to stay at 7:00 p.m. with the internal committees at 6:00 p.m. and the Faculty Caucus afterwards, etc, etc. The majority of faculty, it was 16 faculty to 8 with about two or three not voting (it wasn't really a vote, it was more like a survey) wanted to move the Senate meeting to 6:00 p.m. and thought that that would cause the least disruption. We would basically be finding other times to hold the internal committee meetings. And so, if we're all in agreement about that, I would suggest that we put something on, it's actually on right now, the proposed Senate agenda as an Action Item, although it's not filled in what that would be. And we can have Cera work with the internal committee chairs to just make sure before next Wednesday that it is actually going to be possible to find a time other than six o'clock on Wednesdays for the internal committees to meet with one another. Does that sound like a good plan? So, that we would be having the Senate on the 23rd discuss and vote on changing the calendar so that the Senate and the Caucus can meet an hour earlier than we usually have.

Senator Horst: The committee chairs are probably going to want to go on to the Tuesday or Monday, so that they can get things into Exec on Thursday, because of that deadline. So, there's not a lot of options, unless you're a week off or something.

Senator Kalter: Yeah, I'm not particularly concerned about whether we're a week off or not. I’m trying to think, we've got… The first thing Academic Affairs is tackling is the IDEAS, the thing that… well, Administrative Affairs and Budget is kind of on a lock step type of schedule anyway. And I think the next thing that they're doing is their joint meeting with Planning and Finance, so that wouldn't be affected by it. Planning and Finance obviously has long term stuff that they're dealing with. Faculty Affairs is dealing with either Integrity or Sabbatical policy. And Rules, I'm… just knowing that Issues Pending, I know it's, obviously, there's a lot of stuff to get out. But there's not like a time frame on any of it, if I remember correctly.

Senator Horst: No, you're right. I'll just have to get used to it, because I'm so used to getting things done on Wednesday and then putting them to Cera on Thursday.

Senator Kalter: Oh, right, yeah.

Senator Horst: So, I'll just have to… my thought is I’ll move it to Tuesday or something. It'll just be a different way of getting things done.

Senator Nikolaou: But we wouldn't need to do it Monday or Tuesday, for sure. Right. So, if the committee decided to move it to the off Wednesdays, we could do it right.

Senator Kalter: Presumably, now this is where I wanted to bring the SGA in, because you guys could help us with that. I know that you have your meetings from 6:00 p.m. to like 9:00 p.m. every alternate Wednesday. But if you would kind of help us, because if we do this, the Faculty Caucus is going to adjust, and we may need at least, you know, just for this one year, for this SGA to adjust just a little bit. And perhaps somehow, I'm trying to remember exactly what the order of your stuff is, but if you can, if you can somehow make room for our internal committees if, you know, somebody like Dimitrios, as the chair of Academic Affairs, needs to have that Wednesday time. Is there any way that there's any flexibility in that? So, that maybe you could have one of your meetings at 5:00 p.m. on Wednesdays, or something. I don't know if there's any flexibility in that. Let us know here what you think about that. Because, Dimitrios, the problem with that has always been that SGA meets basically all that alternate Wednesday. And it could also be a flexibility for you, where you might ask your committee, hey, the SGA meets starting at 6:00 p.m. Can we have a meeting at 5:00 p.m. on the alternate Wednesday.

Senator Nikolaou: Yeah, but we wouldn’t know for example when SGA is meeting. So, when the chairs are going to send the email to the committee asking, assuming we are going to vote to change the calendar, when can you meet, we can say from the beginning that, okay, off Wednesday, starting at 6:00 p.m. are out because SGA has the meetings. So, we will know when there are for sure conflicts, right? And then we can create our survey for, you know, other personal conflicts that all the members might have. But then, for example, the SGA meeting, it is something that is fixed. So, we know for sure that you cannot schedule anything during the time period.

Senator Kalter: Right.

Senator Mainieri: Susan, I'm curious, you said it was 16 to 8. What was the 8? Because there was more than two options on that survey.

Senator Kalter: Yes, let me call that up. Okay, so there were eight people whose only response was keep everything the same. The people who had a different response. Let's see, we've got in terms of the ones who said, move the Academic Calendar meeting to 6:00 p.m., with Faculty Caucus directly, there was 16, and the one that I just stumbled over did not say that. So, actually, they were the only one who said, either keep everything the same, or hold Faculty Caucus meetings on alternate non-Senate times. In other words, on the alternate Wednesday. So, 16 people had that as one of their options, they also had other options, but it was the one that got the majority, like the largest number of people. So, what I'm suggesting is that, let's try this, right. First of all, let's put it on the agenda for next Wednesday to have a vote, and in the meantime Cera will work with the committee chairs so that we’ll have the information about whether there are alternate times that are working out. And that way, that will help to inform that vote. Does that sound good to everybody?

Senator Horst: So, Cera’s going to do the Doodle polls, or do you want the chairs to do them?

Senator Kalter: Now, let's see, we've got two of the five chairs here, do you two have a preference about whether you do the Doodle polls or Cera does them?

Senator Horst: That would be great if Cera could do the Doodle polls.

Senator Nikolaou: Oh, I was going to say, I can do the Doodle polls for my committee, but…

Senator Kalter: I think that's what working with the chairs means, right. Cera ask them, would you like me to do a Doodle poll, or would you like to do them?

Senator Horst: Would you do the Doodle poll? Okay, so we'll get that set up because my other fear is that there will be no common times, there will be no time available. Right. So, we can do all kinds of things, but then nobody will go.

Senator Kalter: Yeah, that's why I'm suggesting that we put it... I mean, because if we don't put it on this agenda, we might as well just drop the issue, right. But we can put it on the agenda, and if we find out between now and next Wednesday, because we have a week and a half to find out if we have a committee where it's like, it's not ever going to work out, we can just say, well, this is on the agenda, but it's not working out, so we're going to skip that item, and we're going to go to the next one. Right.

Senator Harris: So, are you wanting us, in SGA, to see if there's times that we can possibly move our meetings to.

Senator Kalter: At first, I was asking that, Lauren, but then the more I thought about it as I was talking, and then when Dimitrios mentioned what he was mentioning, I realized that I had worked it out in my head that it may be that the best time for everybody on one committee or another might be 5:00 p.m. on Wednesdays, and that would just mean that the students Senators have a long night, rather than having you guys move your meeting. But we may be able to find something better than that, like, 5:00 p.m. on the alternate Tuesday or 6:00 p.m. on the alternate Monday, or something like that. So, I think for now, just ignore what I said before, and we'll come back if we need that.

***Distributed Communications:***

***09.02.20.01 Themes for the proposed Spring Academic Affairs retreat***

 Senator Kalter: All right, moving on. Let's see. We’ve got 16 minutes left. It looks like. Themes for the proposed Spring Academic Affairs Retreat. In some ways we could do this after we do the proposed meeting agenda, but since it's here as the first thing under Distributed Communications. You got this in your communications as the Provost is first having a meeting, I think next week, with his deans as kind of a preparation for an all Academic Affairs Spring Retreat, and had mentioned, I think, at the last Exec meeting that he wanted to have some of our committees begin to work on some of the issues that are going to be topics at that Spring Academic Affairs Retreat. So, we had followed up by asking, well, what are those topics. And I think this happened actually in the Faculty Caucus Executive Committee meeting, but it's coming here because it would be about distributing these out to committee. I have two alternate proposals here, and we can decide which one is better. One possibility would be to send all of these themes, and the themes are: Student Success, Faculty and Staff Success, Financial Modeling and Planning, Academic Programs, and Growing Students Enrollment (in other words, how to grow student enrollment), ASPT Evaluation in a broader view, General Education, and Internationalization, and Distance Ed, and then also Grad Students and Research. So, there’s actually like eight of these. We could say these are all long-term planning issues. Let's send all of them in a unit to the Planning and Finance Committee, who's charge is long term planning.

That's one option. A second option would be to divvy up those eight and send them to different committees. So, what I had outlined, and you can let me know if you think this is wrong. But if we did it that way. I think it would be Student Success would go to Academic Affairs. Faculty and Staff Success would go either to Faculty Affairs or to Planning and Finance, or perhaps to both. And the reason I was thinking that is because staff only sit on Planning and Finance right now, so Faculty and Staff Success might be better in Planning and Finance or it might be good for both of those committees to talk about it. Financial Model and Planning would be Administrative Affairs and Budget, and/or Planning and Finance. Academic Programs and how to grow student enrollments, again, would be either/or Planning and Finance and/or Academic Affairs Committee because obviously Academic Programs would need to be talked about in an Academic Affairs environment, but we've also had, like the Engineering suggestion came out of Planning and Finance. ASPT Evaluation is the only one that I have that should go to the Faculty Caucus because we are charged with the ASPT. General Education would go to Academic Affairs. Internationalization and Distance Ed I had as probably going to Planning and Finance. And Graduate Students and Research probably going to Faculty Affairs Committee. And then Dr. Tarhule had said in his email, “Diversity and inclusion should be infused through all eight of those, and post COVID planning should be infused through all eight of those.” So, the big question is, should we send all of this in a package to Planning and Finance, or should we divvy it up? And you might have noticed that Academic Affairs was mentioned three times. Faculty Affairs was mentioned twice. Administrative Affairs and Budget only once. Rules Committee not at all. And Planning and Finance several times. And then the Caucus. So, should we send this all in a package to one committee or should we divvy out?

Senator Horst: I'm just going to comment about Gen Ed, because I was on the Gen Ed Task Force. We spent several months up in the clouds talking about very theoretical programs for the Gen Ed… you know, it was a lot of vision kind of stuff. And it seems like to recreate that all in Academic Affairs wouldn't be as productive. I don't know the status of where that committee is going, but we did surveys, we did a lot of roundtable discussions, and I think it would be best to just interface with that standing task force.

Senator Kalter: And we have a Council on General Education as an external committee of the Senate. So, it might be a good idea for them to take that one.

Provost Tarhule: Susan, if I may, comment here.

Senator Kalter: Yeah.

Provost Tarhule: We don't want to recreate anything at all. The way that this is structured in Academic Affairs, in the Provost Office, is we list each of these things and it's really a big table, in the next column, I will list existing initiatives or actions or groups that are working on it. So, all the groups that are or have worked on this are identified. The next column, the status of where we are on this, and then there’s question about what remains to be done, who needs to do that, and so on. So, we're not trying to recreate anything at all. This came about, partly for, I think, four reasons, one being new in my role, I’m of course trying to understand the institution as much as possible. And so, this gives me a way of getting to that understanding. The second is also basically creating an opportunity for reflection. It's not so much for me, as all of the people working in these areas, including people in my office, the teams, directors and chairs, to sort of look at how we do business and to see if there are ways of doing those things better. So, in some ways, it's as much for the people working on this as it is for me. And the third is budget constraints. As I was discussing with Susan, if you look back at our past recessions, the second year of a major event, like the COVID we’re facing, is usually worse, in terms of the budget impact than first one. So, what we'll go through here is unlikely to be just a one-year event, you know, from a revenue perspective, it may be two to three years. And so, we need to be thinking about how we're going to survive that. And then the last motivation, is really the post COVID landscape. We're not going to go back to the way things were pre pandemic. And so, we need to be thinking about how we position ourselves, and how these things that we think are important to the institution, how they would play out, what type of things will need to change, what we should be working on before then. So, I have appointed a point person in the Provost Office in charge of each of these themes. They are putting together, or have already put together, teams of people. They're trying to make sure that there is at least a dean on each of their teams. There’s an Associate Dean, you know, the relevant stakeholders. But we also, the reason I came to you is we want to make sure that the faculty governance is represented. And so, I don't know whether you… just so you are aware that there are existing teams. And I think what we're really hoping for was for you guys to have people who would then join up with those teams, and so that we’re all working on this together.

Senator Kalter: Okay, So it's a little bit more…

Provost Tarhule: No re-creation of new processes, that would be inefficient.

Senator Kalter: Great. So, it's a little bit more like what we did with the COVID work groups, where instead of having it come from the point person to the committee, it would be the people from the committee working on the team.

Provost Tarhule: Correct. I would very much like to have faculty that shared governance appoints to say, you know, can join this group, we're working on these issues, so that we have a representation of the faculty views and perspective. Not to say that the people who are working on it now are not faculty, but at least faculty you guys appoint.

Senator Kalter: In that case, I have one concern that people can help us with, since we already put a bunch of people on committees last week from Faculty Caucus, and since we need students to be on these committees, also, and they just put a bunch of people on those COVID working groups, the Senators may become overly taxed. And I'm wondering if what we need to do is a call for volunteers from the general faculty and student bodies to be on these teams, with some sort of mechanism for re communicating with the Senate. But I'm just a little bit concerned that we might go, first of all, I do not want another 52 minutes of voting in the Faculty Caucus. That's never, as far as I know, that's never happened before, and if I can do anything about it, it's never going to happen again. But beyond that, it just seems like we might not get volunteers because we've already got people working double overtime and other stuff. So, I'm wondering if I'm, is what I'm saying kind of registering with people? Yes, we probably should do a general call for at large faculty volunteers, and at large student volunteers, and then find some way to have that communicated back to the Senate.

Senator Mainieri: I wonder if this would be a question to actually ask the Senate about what they're feeling. Because this, these are very… This is a wonderful opportunity for reflection and for interface across Academic Affairs. And so, I think that having kind of appointed or elected kind of voices as part of these teams, I think, would be really valuable. And so, I would feel more comfortable asking the Senate at large whether they think that we're overtaxed so we can't possibly seat these, and so let's go to at large, as opposed to just us today, making that decision. Because, for me for one, I would welcome the opportunity to have that official Senate represent.

Senator Kalter: Yeah, so put it on the agenda as a, what do we want to do about this kind of item.

Senator Horst: I do think it's a good idea, though, to put some of it on the long-range planning committee, because a lot of this does seem to be long range planning.

Senator Mainieri: Yeah, and I say when we put it out to Senate, have a very clear, like, here's option A, and option B. Right. Option A is we do go to appropriate committees and elect, and option B is, nope, too much, we go to faculty at large, and we're okay with that.

President Dietz: Just a just a couple of observations. First of all, I think that it's a great invitation from the Provost for more involvement at this level. I think that's just terrific. Secondly, I think it's good to ask the Senate what they want to do with this, but I think the other analogy with the workgroups now, that it also would be not only an opportunity to have people involved outside of the folks that have elected positions, but I think it would also be helpful with people that are volunteering for this that have some, not only interest, but expertise, perhaps in a particular area. Or maybe they've had research interests in some of these areas, or something of that nature, to potentially be able to volunteer with some expertise coming with that. And I think as you open it up to the general population, you're maybe more likely to get that

Senator Kalter: Right, right.

Senator Nikolaou: Well, mine was mainly a comment before Aondover clarified that it's more about the working groups. Because my question would be, well, if we want to have them ready for this spring semester, how should the committees change their priorities? Because if we needed to have them ready for the spring, for example, Academic Affairs, we would need to drop IDEAS and push it further. But if we have, for example, the Senate says that, okay, we can have faculty at large, we could still have, let's say, at the beginning of next semester, where Academic Affairs or Faculty Affairs, they could have a meeting where they have these groups come and talk about with the internal committees about these specific items. So, we have the faculty at large. We have the working groups. They talk about students success, faculty and staff success, and then to involve the Senate it could be that we have them go and discuss with each of internal committees that the topics match, and get some additional feedback… or not feedback, like recommendations or ideas that the Senators might have.

Provost Tarhule: It's a, it's a good point. Dimitrios, to which I make two other clarifications. One is by this spring our retreat, sometime in late February, we don't really need these groups to have resolved these issues. In some cases, they would simply have identified things that need to be worked on, in others they would make some progress. By the way, related to each of these items, I have taken five or six or more questions, specific questions, that are tasked with each of these, that just doesn't show up here. For example, with Students Success, you know, how we define student success. So, it may be things like we want to raise graduation rates from 60% to 65% in four years. Now we want to raise retention rates, we want to close the opportunity gap. So, we want to benchmark those against the things that we think we’ll be able to achieve in a reasonable amount of time. And what I'd like the groups to do, what I've told the leaders, is to prioritize. Now, we don't have unlimited resources in either time or money. So, if you look at the challenges with respect to any of these issues, what are the top three that you think, if this institution could do it, will place us in a really good and better position. So, some of those issues, actually most of them, I already identified undergraduate for internal research, for example, I think there are 11 issues. As Martha said, none of this is new, we're not creating anything new. We already have the goals in the Strategic Plan. We already have committees that have discussed a lot of this. So, we’ve integrated a lot of those and trying to identify what do we need to do next. Now to move forward and given limited resources what should we do first. So, that's the way that it will proceed, and I would hope that the groups start discussing this between now and February, and when we get there, some of them might be done, others might still be underway and more as needed. But that's sort of the way that we envisioned it.

Senator Harris: A question or I just want to make sure I'm understanding. So, each of these topics has a corresponding group with it, and you're attacking them with like working to build good discussion point or presentation for the Academic Affairs Spring Retreat.

Provost Tarhule: Yes. So, for example, we say faculty success. In some cases, it’s clarification. One of the things I've asked that group, for example is what does the success for faculty look like? We could say we want faculty success. But what are those processes. What are those resources, what are those things that we needs to have in place that would make us to say, yeah, we think we have what our faculty need to be successful, and how do we measure that? So, in some cases, there are things that we have agreed to either in the Strategic Plan at an aspirational level, but now we need to move to implementation stage, you know, what do we really need to do in order to achieve that. Student Success, I already mentioned. So, yes, it's really the groups trying to dig deeper into what we would like to do, and taking into account, what's already been done, and trying to say, okay, we want to start from here, from what we already know and what we've already done, and take it to the next level.

Senator Kalter: I'm thinking, especially since we just hit our hour, that perhaps we should put this on the Senate agenda, as Tracy is kind of suggesting, to see about the volunteers versus call. In other words, Senate volunteers versus general call for volunteers, have that discussion. And actually as Dr. Tarhule was just talking. I was realizing that Faculty and Staff Success is actually probably better instead of Faculty Affairs and Planning and Finance, in the Faculty Caucus and the AP Council and the Civil Service Council, because they've been talking about those things. I know staff was talking for like five or ten years about more professional development opportunities. I'm not sure anymore where that went after the last year or so. But maybe we should do that Senate discussion first on the 23rd, and then see where it goes and have this again as a discussion here, because I'm feeling like it's right now in some something of an amorphous shape, and as Dimitrios pointed out, we don't want to waylay any one of those other committees from the work that's already on their agendas. Right. So even consolidating it into Planning and Finance could get them off of the track that they announced that they were on their committee report last time. So, does that sound good that we move to the approval of the Senate agenda, but we make sure to talk about this again at the next Exec and where we are, and sort of follow up with that. Does that sound good to everybody? (Pause) Okay.

Provost Tarhule: In the meantime, could my teams get to work? Could they start working? Because February is not very far, right. So, can I tell those teams to get working, and when you your folks, they'll probably be some preliminary work to be done, anyway, when you get those members that will just add in, and it shouldn't be too big a task for them to catch up.

Senator Kalter: Please do. Especially because, as you were talking, I also was thinking that many, many different faculty will say many different things about what faculty success means. And so, this is a highly decentralized information collection. In other words, having one or two people answering that question is not going to be sufficient anyway, and that's probably true for many of these questions. So, I think that that is a very good idea to… We don't have much time before next February. So, yeah, I think that that's fine.

Provost Tarhule: Thank you.

President Dietz: And I really think that's, getting them started, they're going to have to try to do some initial work just to get organized, so, I think that you're called to get it going. But I think this is a great invitation for more involvement with the faculty and the staff, you know, for all of us. So, I commend you for that, Aondover.

***\*\*Approval of Proposed Senate Agenda – See pages below\*\****

***Proposed* Academic Senate Meeting Agenda**

**Wednesday, September 23, 2020**

**7:00 P.M.**

**VIRTUAL MEETING per state law and Governor Pritzker’s Executive Order**

**Zoom Link:**

*Request to make public comment at the meeting should be sent via email to*[*acsenate@ilstu.edu*](about:blank)*no later than 6:55 p.m. on the day of the meeting.*

***Call to Order***

***Roll Call***

***Presentation: Color of Money (Vice President Dan Stephens, Assistant Vice President of Planning and Operations Sandy Cavi, and University Budget Officer Amanda Hendrix)***

***Chairperson's Remarks***

***Student Body President's Remarks***

***Administrators' Remarks***

* ***President Larry Dietz***
* ***Provost Aondover Tarhule***
* ***Vice President of Student Affairs Levester Johnson***
* ***Vice President of Finance and Planning Dan Stephens***

***Action Item:***

***Senate Calendar Changes***

***Advisory Item:***

***Presentation of the Academic Plan by Associate Provost Dr. Ani Yazedjian***

***08.19.20.01 Advisory Item Explanation (From Martha Horst and Tracy Mainieri)***

***08.28.20.02 1.2 Anti-Harassment and Non-Discrimination Policy (From Jeff Lange)***

***08.28.20.07 1.2.1 Anti-Harassment & Non-Discrimination Policy Complaint Procedure for Students and Employees (From Jeff Lange)***

***08.28.20.03 1.2.3 Hostile Educational Environment Sexual Harassment-Student Procedures – Final (From Jeff Lange)***

***08.28.20.05 1.2.4 Title IX Hostile Work Environment Complaint Procedures (From Jeff Lange)***

***08.28.20.06 1.2.5 University Laboratory Schools Complaint Procedures (From Jeff Lange)***

***Action Item:***

***08.07.20.06 Student Code of Conduct 2016 version (From Dr. Davenport)***

***08.07.20.05 Student Code of Conduct Mark Up (From Dr. Davenport)***

***08.07.20.07 Student Code of Conduct Clean Copy (From Dr. Davenport)***

***04.09.20.01 Policy 4.1.3 Textbooks CURRENT Copy (Academic Affairs Committee)***

***04.20.20.06 Policy 4.1.3 Textbooks MARK UP (Academic Affairs Committee)***

***04.20.20.07 Policy 4.1.3 Textbooks CLEAN Copy (Academic Affairs Committee)***

***Information Item: None***

***Consent Agenda Item: None***

***Academic Affairs Committee: Senator Nikolaou***

***Administrative Affairs and Budget Committee: Senator Marx***

***Faculty Affairs Committee: Senator Hollywood***

***Planning and Finance Committee: Senator Avogo***

***Rules Committee: Senator Horst***

***Communications***

***Adjournment***

Senator Kalter: Awesome. Okay, so let's move to the approval of the proposed Senate agenda.

Motion by Senator Horst, seconded by Senator Nahm, to approve the proposed Senate agenda.

Senator Kalter: So, first thing to let you know about that agenda is that we are not doing the Color of Money Presentation; we're doing the Operating and Capital Budget Presentation. And then Dr. Stephens is going to do the Color of Money at the October meeting. We're trying to space those financial information meetings out, and you might have noticed that the last one took until about 7:40 p.m. We can't afford that this particular time. That time, it was very important because it was all of the pandemic stuff. This one usually takes much less time, the Operating and Capital. And then the Color of Money, I think, takes about the same amount of time as the Operating and Capital, but just so that you know that that title is going to change for that presentation. We’ll have all of the remarks. We’ll have, I think it's probably best if we go immediately to the Action Item of the Senate Calendar change discussion. And then if we have to pull that off, that will be easy to pull off. I'm thinking we should probably have the Academic Plan next, and then put, insert the discussion of these retreat things before the other Advisory Item. How do people feel about that? And then having the Title IX, and the Student Code, and the Textbook thing, and then the Committee Reports, etc. Does that seem like a good place to put that, sort of right before the Title IX stuff?

Senator Horst: I would like to get the Advisory Items off of our agenda. They take up a lot of space. Just wondering, maybe we could put those before the Senate Calendar changes, although that's very important, too. But I'm thinking that's going to go very quickly, Susan.

Senator Kalter: The calendar changes or the…

Senator Horst: No. The Advisory Item.

Senator Kalter: The Advisory Item. Okay, okay. And I'm just going back over our Oral Communications, just to make sure, because I felt like there was one other thing. Oh, it was the spring Academic Calendar, but we're not ready for that one yet. Yeah.

Senator Mainieri: I wonder, like for the Senate Calendar changes, you said you were going to put like specific wording on what will be considered in terms of moving Senate up to 6:00 p.m.

Senator Kalter: Yes. So, let me go back down to that. We would basically say… We would have it as an Action Item, obviously, Senate Calendar changes. Something like, you know, move the Senate meetings from 7:00 p.m. to 6:00 p.m., with the Caucus meetings, immediately after, and have the internal committee meetings meet at times of their own choosing, or something like that, you know, some sort of language like that. Something efficient, which I haven't come up with yet. But something like that.

Senator Mainieri: Yeah. And the only reason I asked is because I feel like with the Senate Calendar changes as well as this item related to how we want to handle representation on this great opportunity for the Provost’s different work teams here. I think, again, thinking about prepping the Senators for what they're actually going to be discussing, right. Rather than keeping it broad say, hey, we're going to talk about, do we either want to limit it to Senate representation or open it up to faculty at large representation for the Provost teams, or exactly what the calendar change proposal is. I think that will help make these more perhaps efficient discussions, and for the Senators to better prepare.

Senator Kalter: Another question there, Tracy, because you just said faculty, is whether that discussion should be in Faculty Caucus or in Senate, is the Provost looking for student representation there, or are we looking at a retreat that’s faculty and staff?

Provost Tarhule: There are some committees that it would make sense to have students, but then there are others that it's mostly, the issues are entirely faculty and staff related. And so, the students would not be necessary for those committees.

Senator Kalter: I'm wondering, actually, if it ought to be a discussion that derives out of Provost comments, and that we do the Q & A just a little bit differently this time, where we go back to our normal Q & A. A Q & A after the Operating and Capital Request Presentation and then the normal Q & A that we do all the time, so that Dr. Tarhule could present this at his Administrator Remarks, we could have a short discussion about that. But I think you're right, Tracy, that we would want to have some sort of document that sort of described stuff beforehand. But I would think that the Provost would want to generate that, since it's his committees, right. So, would you be able to get something like that to us, Provost Tarhule, to have sort of a one pager kind of explanation about what you're about to talk about, and then have that discussion framed there.

Provost Tarhule: Absolutely. By what date.

Senator Kalter: We would need it by, what, Thursday evening, or Friday morning, Cera?

Provost Tarhule: Absolutely. I will send that to Cera. Yeah, I’ll have that sent to you.

Senator Kalter: Wonderful.

Senator Nahm: I think maybe including in that document whether the idea is to see the limited number of seats in the way that we found volunteers for the COVID-19 working groups, or if you are looking for a specific number of people to sit on these committees would be helpful to get that discussion going.

Provost Tarhule: Would I add it, that in my document or is that something that Susan will say? Either way it works for me. I just want to know what to do. Would I state that in my documentation, Kee-Yoon?

Senator Nahm: I think, if that's just available for people to read in their packets. Maybe Senators will already start to think about whether this is something that we would trying to find volunteers within the Senate, or the Faculty Caucus, or whether we should open it up to everyone.

Provost Tarhule: Okay. And, you know, like the Student Success. I would think that's very appropriate to have students tell us in their own words what they need to be successful. But then there are other things there that students would not be interested in. So, maybe I will indicate that as well, you know, this is appropriate for students, I think. And then this one, maybe not so much for students.

Senator Kalter: And I'm thinking that we should have something very unusual in a Senate agenda and just a little indented number communication after Dr. Tarhule’s name and the Administrator Remarks part, just to let people know, hey, please read this before you listen to the remarks, right. Great. Do we have anything else to add or subtract from the agenda?

The motion was unanimously approved, with friendly amendments.

Senator Kalter: Excellent. We have an agenda. And I believe we've got a meeting, because it's now 5:14 p.m. and I'm not going to the rest of this stuff, even though it's really quick, because we are going to have a, sort of a soft stop time today, so that we all have less fatigue over the long run. So, we'll carry over the other stuff that's on the Exec Agenda to another day. And I'm glad I told Dr. Selkow to take the hour off.

***Adjournment***  
Motion by Senator Evans-Winters, seconded by Senator Mainieri, to adjourn the meeting. The meeting was unanimously approved.