**Academic Senate Meeting Minutes**

**Wednesday, December 11, 2024**

**7:00 P.M. (Hard stop 8:30)**

**OLD MAIN ROOM, BONE STUDENT CENTER**

***Call to Order***

Chairperson Horst called the meeting to order.

***Roll Call***

Senator Cline called roll and declared quorum.

***Public Comment: All speakers must sign in with the Senate Secretary prior to the start of the meeting.***

None.

***Approval of the Academic Senate minutes of*** [***11-6-2024***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EV2R5t-LvypMlu_H0OFthqEBTSgVCeetIm0JifQEhGnK4Q?e=WJQT4v)

Motion by Senator Sharp.

Second by Senator Hofstetter.

Unanimous approval.

***Chairperson's Remarks***

Chairperson Horst: Good evening, everybody. I am very glad that we have quorum. I appreciate everybody coming out on this December night during finals week. I am always very thankful when we have a quorum at this meeting. I want to welcome back Senator Todd Stewart who will be replacing Megan Hopper. Senator Stewart has previously been on the Executive Committee; he was chair of the Rules Committee and was part of the task force that revised the Academic Senate Bylaws a while ago. It is great to have you back, Senator Stewart. This will be the last Academic Senate meeting for Senators Pancrazio and Petree. Besides myself, Senator Pancrazio is the longest-serving senator. He joined the Senate in 2016, served as chair of the Academic Affairs Committee and has consistently been an active and involved member of the body. Jim, you will be missed. Senator Petree, outside of the student senators, you have been one of the shortest-serving senators on the Academic Senate and, nevertheless, it was a pleasure working with you. I appreciate your honest approach to explaining our financial background and financial projections during this period of uncertainty and you will be missed as well.

Faculty, I would like to remind you that we have a Faculty Caucus meeting this evening. Because of this, the Academic Senate will have a hard stop time of 8:30. If we get to 8:25 and still have some agenda items, I will ask the Internal Committee chairs to submit their reports directly to the Senate Office.

I would like to thank you all for coming out to the VP of Finance and Planning candidate public forums and the RISE Taskforce sessions. A special shoutout to Senator Pellegrini who served on the VP search committee. Thank you very much for your service. I look forward to working with our new Vice President for Finance and Planning and hope that this person will be able to join us at our first Academic Senate meeting in January 2025. The RISE Taskforce had its first meeting with Grant Thornton a few weeks ago. The RISE Taskforce is working towards having a website with updates and other information. We hope to have that up by January. I will let you know once this work is complete. The administration has formed a working group of 8 AP and Civil Service staff, one chair from outside the RISE Taskforce, and zero faculty to work with Grant Thornton outside the taskforce.

I want to thank everyone who filled out the Senate scheduling survey. Because the Bone rooms are reserved a year in advance, we cannot easily change the schedule for the Spring, but I did note that in the responses. Next year’s Executive Committee will have this information when it creates its draft for the 25-26 academic schedule in the spring.

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

Senator Blair: Seasons greetings, everyone. I hope finals are going well for everyone, students and faculty alike. I would like to give a brief shoutout to Dr. Rachel Burke in the Accounting Department for grading the final I took today in just a few hours. In terms of Student Caucus updates, at our last meeting we finished our review of 2.1.25 Short-Term Emergency Student Loans and are hoping to present that to the Senate at our next meeting.

***Administrators' Remarks***

* ***President Aondover Tarhule***

Senator Tarhule: Thank you and good evening to everyone. I want to congratulate all of our students who will be graduating. 1,300 of them at this commencement. Super excited for all of them, and if there are any students here who are graduating, a special congratulations to all of you. Those of you who are not graduating, but who have exams to write, best of luck in your exams and I hope everything turns out well.

Speaking of commencement, last night we had the commencement ceremony for the international business students in Panama, so myself and the dean of the College of Business, the associate dean, and my wife participated in that. It was a really lovely ceremony. I love commencement, I am looking forward to the one on Saturday too. A small aside, we left the hotel in Panama at 5 AM this morning to catch a flight to Chicago. The temperature was 86 when we left Panama. We landed in Chicago 5 hours later and the temperature was 27. It’s the fastest I have experienced a 60-degree temperature drop in about 5 hours, but it happens.

I want to thank and congratulate the faculty and staff who have helped our students get to this point. I know it is a lot of grading. I was just sharing with Senator Peters that I enjoy teaching, but never really enjoyed grading too much. I imagine many of you are in that situation but thank you so much for working to help our students get to this commencement. Senator Horst mentioned the search for the Vice President for Finance and Planning. I would like to acknowledge and thank everybody who participated in that search. I have now received the feedback from entities and individuals, and I look forward to making that decision in the coming days. Speaking about searches, I am very pleased to announce that we have an Ombudsperson. He is Reginald Georgia. You recall we have an Ombuds Council and the Academic Senate decided we were going to replace that with a professional Ombudsperson, so here is Reginald. Reginald, do you want to say a few words?

Ombudsperson Reginald Georgia: Good evening, everybody. Like President Tarhule said, my name is Reginald Georgia, and I am a proud Redbird alum. I am extremely excited to be back to campus to serve in this inaugural role as the first Ombuds as I replace the council. I look forward to serving the campus, faculty, staff, and graduate assistants as the independent, informal, impartial, as well as confidential conflict resolution resource to the campus. Thank you.

Senator Tarhule: Congratulations and welcome. We were very pleased to get Reginald from a national search and very delighted that he has joined us. Speaking about searches, you recall at the beginning of this year we had 6 open searches in leadership positions in the President’s Office. We are slowly filling those, so Reginald is one more tick on the box. Hopefully we will have the Vice President for Finance and Planning and that will be another one done. The search for the Athletics Director is ongoing. Then we will have the CEI sometime early next year, so those are progressing all according to plan. I like to end where I began with reference to my remarks earlier this week. I hope everyone can take a few days over the break to connect with loved ones, relax, recharge, and let’s get back and do it again in the Spring. Happy Holidays, thank you!

* ***Provost Ani Yazedjian***

Senator Yazedjian: Good luck taking finals and good luck grading finals. See you in January.

One of the things that we have decided after consultation, and I would be happy to answer questions about this, is to move the Director of the Graduate School position to an Associate Vice President for Graduate Education and Internationalization Initiatives. The reason we are making that change is, back in 2019, the Graduate School commissioned a study of graduate education at Illinois State University and one of the primary recommendations of that was to have either a Dean or an AVP for Graduate Education. Five years later, we had a work group in 2021 that explored this when President Tarhule was the provost. Their recommendation was also to make that change. Since we have an opportunity here with an interim in that current role to make that change, we are going to be doing that. What that means is that the Provost’s Office since 2023 when I moved into the interim role and the President moved into the interim President’s role has had two fewer AVPs. We didn’t fill the Associate Provost position and we didn’t refill an Associate Vice President for Faculty Diversity Development and Learning. We have been operating without those positions. We did have a Special Assistant to the Provost for two years, then we have some Provost Fellows who are filling in on the work. We are currently doing a search for the Associate Provost, and then we are going to, instead of refilling the AVP for Faculty Diversity Development and Learning, we are going to refill it as an Associate Vice President for Graduate Education and Internationalization Initiatives. We are going to shuffle some other duties around, and then the salary for the Graduate School Director will go back to central funds in FY26. Instead of 5 positions, even though we will continue to search for 4, we actually have 5 positions, but we are going to give the money back for one at the end of June and we are going to end up with 4 searches, so 4 instead of 5 positions. Happy to answer any questions about that.

Senator Nikolaou: Since it is going to be for Graduate Education and Senator McLauchlan is the AVP for Research and Graduate Studies, is the Graduate Studies going to be rearranged for the new position?

Provost Yazedjian: Right, he will need a title change. It is a multi-step process, so we are doing this first and then at the end of June he will have a title change. We are going to be re-shuffling some of the responsibilities in the Provost’s Office, so he may pick up some more things. This will enact the recommendations of the Council for Graduate School Study that came in 2019, the whitepaper that was done by Senator McLauchlan in a faculty group in 2021, and what people have been asking for in the last 5 years.

* ***Vice President for Student Affairs Levester Johnson***

Senator Johnson: Good evening. Happy Holidays and have a great break!

* ***Interim Vice President for Finance and Planning Dan Petree***

Senator Petree: First of all, let me thank you for giving me the honor of serving with you this last year. It has been engaging and exciting and those are two of the things I look for when I consider one of these assignments. From my perspective this has been successful, and I think the things we have discovered are going to yield a bright future for this institution. We did close on the GE Road facility in November, so we have possession of it, and we have begun the process of doing the design work. There will be a quite a bit of activity in the spring after we choose a contractor, and the Board approves it. That is making good progress, and we are very optimistic that we are going to be able to make the deadline which is August 2026 to get students in there.

I want to announce that we have asked Amanda Hendrix to take on the role of AVP for Budget and Planning on a permanent basis. As you may know, Amanda has been serving the university very well and in a very effective and hardworking manner for her whole career here, but particularly over the last several months when she has been in the interim role. Because of the sensitivity and urgency of continuing to make progress on our financial situation, it is my judgement that we would be unlikely to find anyone better than Amanda, certainly no one who knows our budget better than Amanda. I am happy to announce she has accepted that and her new title was effective December 1st.

As you know, Doug Schnittker has announced his retirement. It was supposed to be effective at the end of July but we convinced him to stick around so we could engage in a national search. That search has been successful and, effective December 1st, we have a new Associate Vice President and Comptroller. His name is Carlos Garcia. He comes to us from Wheaton College where he spent the last 4 or 5 years in that role. He has a long career in not-for-profits and higher education. He is already on campus, and I think when you get a chance to meet him you will find that he is delightful and ready for this job.

Chairperson Horst: As someone who has been working with Amanda quite closely recently, I am thrilled about that news. Thank you for your service to the institution, it has been a pleasure working with you.

***~~Associate Vice President for Research and Graduate Studies Craig McLauchlan~~***

***~~Approval of Honorary Degree Recipients~~***

Chairperson Horst: We did plan to have Honorary Degree Recipient approval, however, on advice from the President’s Office, we will delay that and we will handle that approval in January.

***Consent Agenda:***

***(Final Academic Senate approval of all Consent Agenda items will occur during a regularly scheduled Academic Senate meeting. All items presented on the Consent Agenda to the Academic Senate will be enacted by one motion. There will be no individual discussion of these items unless a senator so requests, in which event the item will be removed from the Consent Agenda and considered at the appropriate point on the agenda. All matters on the consent agenda that are not removed will be voted on by one vote. The motion to adopt the consent agenda shall be nondebatable. There will be no separate discussion on consent agenda items.)***

* ***Department of Women’s and Gender Studies –*** [***Queer Studies Certificate***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/ERJiogtFoXNCtkr-xJr6-yEBq6ZZS5zDKInb_sanfPfTgQ?e=ejRb0L) ***(FIF*** [***Here***](https://illinoisstateuniversity.sharepoint.com/%3Ab%3A/s/AcademicSenate/Efr15b33JGNAmtRV9kJCcy8BpOkCNJpXS7R8_GzZPDNqvQ?e=XjCENV)***)***
* ***School of Teaching and Learning -*** [***Early Childhood Education Licensure Sequence***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/Ee-_uRpFFkhFrnilzX3MlUAB0rJJtYyymG2GV3XWY7iTQA?e=2vGsKM) ***(FIF*** [***Here***](https://illinoisstateuniversity.sharepoint.com/%3Ab%3A/s/AcademicSenate/EfKgIx8-66xLiWt6KVTVEf8B6zkjazdzyP_l7xNGh33QJA?e=DzCQhW)***)***
* ***Department of Languages, Literatures and Cultures –*** [***German General Sequence***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/Ef4cmUJLgRVDoiBcdxpqW1ABmwIwzeYnFIfL7xkQ1t0oqA?e=oTNLTQ)

***(FIF*** [***Here***](https://illinoisstateuniversity.sharepoint.com/%3Ab%3A/s/AcademicSenate/EQKp8QmBFFRHhqxhzRsDfz4Bi962VUXi-Rj7R11xhEwDmQ?e=qQ6q07)***)***

* ***Department of Languages, Literatures and Cultures –*** [***French and Francophone Studies General Sequence***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EaY515GFzvVJvOCYBsJt5RcBjfvQi8inF0_7gKCaxB12pQ?e=fPRhvq) ***(FIF*** [***Here***](https://illinoisstateuniversity.sharepoint.com/%3Ab%3A/s/AcademicSenate/EWIr7FSiIFlEiCxSvODRD_IBJyws8lE5_RxhmOYRlQZy5A?e=q1gPWo)***)***
* ***Department of Languages, Literatures and Cultures –*** [***Spanish General Sequence***](https://illinoisstateuniversity.sharepoint.com/%3Ab%3A/s/AcademicSenate/EWIr7FSiIFlEiCxSvODRD_IBJyws8lE5_RxhmOYRlQZy5A?e=q1gPWo)

 ***(FIF*** [***Here***](https://illinoisstateuniversity.sharepoint.com/%3Ab%3A/s/AcademicSenate/ET8wrSr3ckVBqEjNODw_jdIB3GcRGqX6KpjCuDlS6VHyng?e=wNawRq)***)***

Motion by Senator Pancrazio.

Second by Senator Peterson.

Unanimous approval.

***Action Items:***

***From Rick Valentin: Rules Committee***

***06.04.2024.24 - Public Comment Time Frame for Int. and Ext. Committees***

[***Link to Article 6.6 Current Copy***](https://academicsenate.illinoisstate.edu/about/bylaws/#Six-Six)

[***Link to Article 6.6 Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/Ebg5qL2zvihJl-q79xkgLEcBMB8_xPRqgdFL5zfgWGh9TQ?e=Ow6AOL)

[***Link to Article 6.6 Clean Copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EY85cAWaY_ZEmvJ5zlaanyQB_PAF8JEAkvrrJMZ_TnI6Nw?e=PZQXgg)

[***Link to Appendix II Current Copy***](https://academicsenate.illinoisstate.edu/about/bylaws/#Appendix-Two)

[***Link to Appendix II Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EWxW8ENPShVKnNSVCP8wvvwBzYhUPgsVQiTeXRFxeUZ89Q?e=h5Ad6a)

[***Link to Appendix II Clean Copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EW3u-5UfmUBKvoXQO0BFQEMByTTVcl_OuQj3oQ1p6x09TQ?e=kYxIno)

Senator Valentin: We would like to retain this within committee for continued consideration and review.

Chairperson Horst: Very good, we will postpone that and tentatively put it on the January agenda.

***From Rick Valentin: Rules Committee***

***08.12.2024.03 - A.S. Bylaws Appendix II - update to accommodate new Engineering senator***

[***Link to Appendix II Current Copy***](https://academicsenate.illinoisstate.edu/about/bylaws/#Appendix-Two)

[***Link to Appendix II Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EbmX9izn5ohHnQz41ecwWqsBWAvFZPNtNNCQOHw41KZOcg?e=9dlJSg)

[***Link to Appendix II Clean Copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EUS-kXkHmlRHtm287Q0IuUQBFByyA52RslxpeaKn7D9L7w?e=NcNoEK)

[***Link to Article II Current Copy***](https://academicsenate.illinoisstate.edu/about/bylaws/#Article-Two)

[***Link to Article II Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EUZAbdMBuQpFqKQNTBpwZHUBjm8ZkHTBTV_61PxcPleFsA?e=yEoFZb)

[***Link to Article II Clean Copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EVUdqw2ilqNKip4fL6uKvNoBQS6Tc-s09J3oks5FLnREdA?e=vj27Qp)

Senator Valentin: These are our proposed changes to the Academic Senate Bylaws to take into account the addition of a new College of Engineering senator for the Senate and Faculty Caucus. The language under consideration here is the same as when we reviewed this as an information item.

Unanimous approval.

***From Rick Valentin: Rules Committee***

[***06.04.2024.31 - College of Engineering Bylaws***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EeLc2xLG2qFPrWdgRBFq_wQB2GYIeKa8s3qggswuA_fgSA?e=aaiUWg)

Senator Valentin: These are the College of Engineering bylaws. There are a few minor revisions to the language from when we looked at this as an information item previously. They are defining more clearly voting procedures as recommended by General Counsel. The current language in these bylaws has been reviewed and approved unanimously by the College of Engineering faculty and staff.

Chairperson Horst: Could you clarify if there are any revisions to the document in front of us?

Senator Valentin: The revisions should be reflected within the current document.

Unanimous approval.

***From Cobi Blair: Student Caucus***

***06.04.2024.35 - 2.2.1 Student Employment***

[***Link to current policy***](https://policy.illinoisstate.edu/students/2-2-1/)

[***Link to Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EW6THW1LlABAvjyxioQBykABW1alK4yMZ9CE7lGaba0q0A?e=rxKp4b)

[***Link to Clean Copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/ETA3R3duBjFIkFrLFuIpSKoBbpZe9SMIz81l3amwganZpg?e=eRhPFS)

Senator Blair: We worked with Legal and Janice Bonneville on some of our edits. All of the edits are formatting and grammatical, but there is no real substantive change to how the policy actually works.

Unanimous approval.

***From Dimitrios Nikolaou: Academic Affairs***

***08.08.2024.02 - 4.1.18 Credit Earned through Transfer, Examination, and Prior Learning***

[***Link to current policy***](https://policy.illinoisstate.edu/academic/4-1-18/)

[***Link to Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EcZ4K_b-ZDNKkbJ7Okmwl64BQ2MS87aXGKT6L7w7J1nYQA?e=YeBbLD)

[***Link to Clean Copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EcSPn1be8-tNhLKgrFyv9jMBU8W1dDsgyOzwDfeQoA0B5Q?e=AViGKQ)

Senator Nikolaou: This is the policy we saw during the November meeting. We added what we mentioned during that meeting about spelling out what AMALI and IDEAS stand for at the end of the first paragraph. Otherwise, all the other changes are what we presented to the Senate.

Unanimous approval.

***Information Items:***

***From Rick Valentin: Rules Committee***

***06.04.2024.27 - Update Council for Teacher Education Bylaws in Appendix II***

***Council for Teacher Education Chairperson Christy Bazan***

***Director, Cecilia J. Lauby Teacher Education Center Monica Noraian***

[***Link to current CTE bylaws***](https://academicsenate.illinoisstate.edu/about/bylaws/external-committees/#Comm-4)

[***Link to Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/ESxfl7NsVJ5Bp-3EsfjtMvQBknsO-AT3fejjNt3lMNJFXg?e=JzWvNq)

[***Link to Clean Copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EZuqy_U_9D5NjTL6555GBRQBRNlrjzBKKKEdSe9Ua920fg?e=Auhw1e)

Senator Valentin: We have revisions to the Council for Teacher Education Bylaws, which is an external committee of the Senate. These revisions are predominately focused on restructuring committees, classification of members that can serve, and council leadership determination. We also have Council for Teacher Education chairperson Christy Bazan and director of the Cecilia J Lauby Teacher Education, Center Monica Norian here to answer questions about these revisions.

Chairperson Horst: Let’s just start with articles 1 and 2. Are there any questions about the revisions proposed in articles 1 and 2, up through “Officers”?

Senator Nikolaou: Can you walk us through the decision to not have faculty explicitly as members for the CTE? Based on the changes, there is potential that there is going to be no faculty representation in the committee. Based on the description, it says that this is for academic programs and it is about curriculum. In curriculum-type committees, we always have the majority being faculty members.

Christy Bazan: Our committee talked about that at length and if you look at the individuals that are program coordinators for Teacher Education at Illinois State, 51% of those programs are being run by a non-faculty member. What we found was that in order to broaden the opportunity for all programs to have representation by including program coordinators as an option was going to help out, especially small programs who are basically a faculty of 1. Their faculty members continually have to serve the Council for Teacher Education.

Chairperson Horst: I want to note that you use the term “program coordinator” a little later in the document. What made you just use the generic term, “staff.”That can be defined in a lot of ways.

Christy Bazan: To be honest, I thought I had “program coordinators” because that was a discussion Rick and I had when we met. If that is an editorial change I need to make, I will do that. We talked about program coordinators and that is throughout the majority of the document.

Chairperson Horst: We have “staff” in article 2A and in a bunch of places, so you might want to look at that. While we are at article 2A, I note that you crossed out the language that said that the Faculty Caucus of the Academic Senate would approve these appointments. Per our bylaws, it says “consistent with the constitution, members of such committees such as the standing committees shall be recommended by the Executive Committee of the Academic Senate subject to approval or rejection by a vote of the Academic Senate.” What made you go against what is in our bylaws about the Senate approving CTE members?

Monica Norian: We are happy to keep that as a process. We were trying to align with other sub-committees and other Senate committees like the Council for Teacher Education. If that is something that the Senate wants to keep, that all of our many members be approved, we are happy to keep that in, that has been a process that we have been following.

Chairperson Horst: Even the Academic Planning Committee, whose members are appointed by the deans, go through a ratification process because this is a standing committee of the Senate.

Monica Norian: Good, we will make sure that goes back in.

Senator Nikolaou: I am going to follow up on the question about “staff.” Did the committee talk about adding “program coordinators” while keeping the faculty? Based on the change, the total numbers dropped from 34 to 29, so there is area to add program coordinators while allowing for faculty members to be present.

Christy Bazan: I don’t think there is a risk that we won’t have strong and majority faculty representation. It was just that currently there is a limitation on who can serve, and programs were being excluded from the opportunity to be represented with only faculty being members. We are just asking for consideration to add to faculty representation as well as staff who are program coordinators and program directors.

Chairperson Horst: The language could say something like a certain number of faculty that would constitute a majority, then you could have representation from the program coordinators. As it stands now, it could be a majority of program coordinators or staff. That would be quite different from any other curriculum committee that we have. It is typical per the AAUP standards that it would be majority faculty.

Christy Bazan: We can put that in parentheses, “(majority faculty).” It is hard to do it by number, because that could shift. Dean’s representatives could be from faculty or staff, and I wouldn’t want to limit the dean’s decision on who would be a good fit to serve. We could put in that majority is in a faculty role.

Monica Norian: In addition, other programs do not have to go through an Academic Senate committee to get their curriculum reviewed. Teacher Ed is one of the only. We had conversations about that at the Council for Teacher Ed. If you are in a non teacher-ed program in Business, no Senate committee has to review your curriculum. You go through your normal processes, so we always have this offshoot with Teacher Ed and we felt like the curriculum committee was important to keep, but that is something that was discussed at our meeting so we kept it. We make Teacher Ed programs go through another layer of scrutiny that we do not necessarily have happening at other parts of the campus.

Senator Helms: Are there Teacher Ed programs that are small? There would be if we mandate a number of half or majority being faculty it could turn into a situation where in a smaller program a faculty member is always going to be on that committee, is that accurate?

Christy Bazan: Sarah Boesdorfer is a good example of that from Chemistry. She basically cannot get off the Council for Teacher Education.

Chairperson Horst: Maybe refine the language a little bit. Right now we have all faculty and it is potentially swinging to be all staff. If that could be refined a little bit that might be appropriate. Per our bylaws, this would have to go through the Senate.

Senator Pancrazio: Dr. Norian, what is the standard load for tenure-line faculty in the College of Education? I am concerned that if the teaching load happens to be higher, are we actually dumping more work?

Monica Norian: It has been a struggle to get faculty to serve on the Council for Teacher Education because of their high teaching load. It depends what it is since it is across 6 colleges. I would say a 3-3 majority, but we have some education senators. I can’t speak to the College of Ed because we represent 27 different teacher education programs and each college defines load differently.

Senator Pancrazio: I am concerned that we are adding more work based on the assumption that all of our workloads are the same.

Monica Norian: I agree, and it is difficult to get faculty to serve on the Council for Teacher Education. There are seats that go unfilled because colleges are having a hard time finding a representative.

Senator Mikulec: In the School of Teaching and Learning we have 3 representatives of faculty on the Council for Teacher Education. Those faculty, given the required time dedicated to CTE which is a meeting every other week with a full CT and opposite weeks is a subcommittee, those faculty are not required to perform school service for a school committee. The School of Teaching and Learning recognized the commitment and replaces school service with CTE.

Chairperson Horst: I was wondering if you could walk through your logic for the CTE chairperson? It has been a tradition that things in the academic area are chaired by faculty. One exception was always the CTE chairperson who traditionally was the Provost-appointed person that was the College of Ed dean. Now it could potentially go to anybody who is member of CTE except a student. Could you walk us through your logic for that?

Christy Bazan: We know that it is a heavy service commitment. We also had a series of changes in the role of dean. It is a heavy burden for the dean who serves many other committees and to chair this Council for Teacher Education. It came up at CTE discussions that it doesn’t have to be the dean, it could be any member of the Council for Teacher Education. We discussed that with the Provost and the Provost, in consultation with the dean, suggested candidates for the Chair of the Council. It came to a vote for the Council for Teacher for their chairperson and that was vetted through the Senate.

Chairperson Horst: Now it is not going to be appointed by the Provost, it is going to be elected from the membership. What is your logic for not having it be a faculty or a dean?

Christy Bazan: Aligning ourselves with other Academic Senate sub-committees who elect their chairs. In addition, it is a very arduous committee, and if the dean does continue to serve, the responsibilities that are placed on that dean to create agendas, hold meetings, run the sub-committees, it is an added layer for a person. That wouldn’t fall to the dean, it would fall to someone else. It is already an arduous committee. Coming on the end of my second year of doing it, I can attest that there is a lot that happens within the Council for Teacher Education on a regular basis. I can guarantee you that 4 hours out of every Tuesday are dedicated to work surrounding this committee. That involves Monica and I working together to make agendas, come up with items, meet with exec, put together the paperwork, to figure out who is on and who is off, there is a lot that goes on. It is a lot to ask the dean to serve in that capacity when they already have a full plate. We have had a lot of turnover in that position and having someone in that role for two years that we can count on, we have been able to make a lot of headway on our committee.

Monica Norian: It doesn’t exclude a dean from serving as chair, and that it gives that as an option.

Christy Bazan: And the dean of the College of Education is a standing member based on the new membership proposal, so we did not take that dean off. Whether they choose to have a representative or themselves, that would be at their discretion based on the dean designation. I serve for my college dean.

Senator Blum: Any member, for example the Graduate School Director, could be elected the chair, is that correct?

Monica Norian: Correct. If they are a representative on CTE, they are a member listed, than yes other than students.

Chairperson Horst: I might suggest in 6A, instead of quoting the Academic Senate policy you might just refer to it because it might change. Right now you are quoting what we have, you might just say, “Per Academic Senate, section whatever it is…”

Right before article 4, you say “working with the Academic Affairs Committee and the Academic Senate…” Which internal committee it goes to is something that the Academic Senate handles, so I would just suggest it says, “working with the Academic Senate…” and leave it at that.

Again I might request for the Curriculum Committee, did you consider having this be faculty members of the CTE as opposed to any standing member?

Christy Bazan: We did consider that. We heard from the program coordinators that a lot of them were putting through a lot of the curricular changes for their programs, so we felt like they also have a say. Sometimes they are the ones making changes to curriculum, so that was something that came up.

Chairperson Horst: You could get into this situation where you have a curriculum committee with no faculty on it.

Monica Norian: I think we will need to clarify that committees need to be made up of a mix of faculty and staff. All of the people who serve on it are experts in teacher education. They all teach and care about teacher education at Illinois State.

Senator Nikolaou: At some point it seems the numbering is off. It starts at 3 instead of 1. In a couple of parts it still refers to the University Curriculum Committee where it should be the Undergraduate Curriculum Committee because we changed it. Under “reporting” it should be the Academic Affairs instead of the Faculty Affairs Committee.

Chairperson Horst: In terms of editorial comments, for the quorum language you might refer to SAAS in addition to OEOA.

***From Rick Valentin: Rules Committee***

***06.04.2024.32 - Mennonite College of Nursing Bylaws***

***Dean, Mennonite College of Nursing Judy Neubrander***

***Instructional Assistant Professor Sandy Nielsen***

[***Link to Current Bylaws***](https://illinoisstateuniversity.sharepoint.com/%3Ab%3A/s/AcademicSenate/EV3Yk55Zp4pLmgiEdhz5NI0Bd_85UhpYZ272zuttai_5bQ?e=Djlp72)

[***Link to Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EVp9R30m94VFlF6IXta9uDgBmF-PMjlKB6m_gECix7HdYA?e=DYz2ix)

[***Link to Clean Copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/ERHt4ggtsUxGpliD6m6RohcBgzzL8xA9zKaKUXh69yuHOA?e=iWV6gP)

Senator Valentin: These have been under review over the past few years. The current language has been reviewed and approved by the college council. Revisions are focused on reduction of the size of the college council and clarification of voting procedures.

Senator Nikolaou: Under Article 1 Section 2, if you want to add between the Constitution and the Bylaws of the Senate, “University Policy and Procedures.”

On Article 3, Section 1E, there is a redundant “Section 2” at the very end of that sentence.

Sandy Nielsen: Yes, I saw that, thank you.

Chairperson Horst: For Article 2, section 1C, I looked up policy 4.1.7 Organization Change and it is really about the Senate’s role in these organizational changes. I do agree that this body should be able to make recommendations on matter related to organization, but I wouldn’t quote that policy.

For Article 3, in Section 2 for the NTT representatives, “representatives shall be chosen by full time constituents in the respective group. I assume all tenure-line faculty are full time, do you have non-tenure track faculty that are part-time, and did they approve this?

Sandy Nielsen: We do not have non-tenure-track faculty in our college council, they are not full-time constituents. They are very part time; these are working nurses who work elsewhere. They have a 40-hour job and they teach a clinical for us. We are happy to have them, but they don’t make a lot of decisions for the college.

Chairperson Horst: The reason I ask is because for voting NTTs we set the limit at 50% for any sort of representation for NTT’s. I know there are lots of different kinds of NTTs, so I was wondering.

You have this language, “If no student volunteers for a committee, this seat will remain vacant and will not be counted in quorum until the seat is filled. Did you consider that kind of logic for a seat that is not filled by a faculty? We have a lot of committees right now where the faculty seats are also not filled and then they are not counted towards quorum.

Sandy Nielsen: We did not consider that, however, if a seat was not filled we would make every effort to make it filled. We have faculty that are required to do service in our college, and we try to divvy up the service. I am on the Executive Council, we decide. First we ask for volunteers, then we “volun-told” people because that is their job. If there is a position, it will be filled.

Chairperson Horst: In Article 3, Section 3, it says, “an elected representative may be removed due to reasons such as missing two meetings.” I might suggest, “due to reasons articulated in the bylaws.” “Such as” implies it could be other things and I am not sure it is that broad.

Sandy Nielsen: We had some language in there that was “such as for cause” which is a legal term which we took out. We still wanted an example of a reason that someone might not serve or could be removed, so we kept that. We can take it out.

Chairperson Horst: I think in the bylaws you go into a lot of detail of reasons why someone might be removed. You might consider, “reasons articulated in the bylaws” as opposed to something open-ended that could be vague.

Senator Helms: This spans 3 and 4. Under Article 3, Section 1A Elected Representatives, one undergraduate student and one graduate student are listed there. In 4, in the very beginning of Section 1, Tenure Line Faculty, non-tenure staff will be elected but in Section 2 Undergrad and Graduate Students will be chosen. Why did we choose to use a different word rather than “elected”? I also don’t see a process for electing students in here.

Sandy Nielsen: We have an election committee, and that process is later on. They send out an email to the student representative groups and say, “who would you like to vote for?” In that way it is chosen or elected. It is elected by their constituents. We can change the words from “chosen” to “elected.”

Senator Helms: I didn’t quite understand the election committee when I read through that. It seemed more chosen to me than elected. An email was put out to students who might be interested in it, but the students themselves are not voting on those, but a committee is voting on those.

Sandy Nielsen: No, the students vote on each other. They vote on who they would like to have represent them. A lot of times the students will say, “we want this person” but that person doesn’t want to do it, so they go to the next person.

Senator Helms: A call is put out, students nominate, and then a ballot is created that the students vote on? Then I would prefer “elected” in both places.

Chairperson Horst: In Article 6, Section 4 on quorum, you might reference Article 3, section 2, which is where you talk about quorum and student members. In Article 9 when you talk about the college and department faculty and staff committees, in Section 5, you say, “meetings of the college and department faculty/staff committee are not open to non-members.” I don’t think that is technically correct, because somebody could come in if they are having a dispute about a letter, or the Ombudsperson could come in and I would just suggest not to put anything about how these committees work because it is all decided in the ASPT.

***From Rick Valentin: Rules Committee***

***10.07.2024.01 - WKCFA bylaws update to include CTK***

***Dean, Wonsook Kim College of Fine Arts Scott Irelan***

***Assistant Dean for Enrollment and Student Services Janet Tulley***

[***Link to current bylaws***](https://finearts.illinoisstate.edu/downloads/CollegeCouncil_Bylaws_2020.pdf)

[***Link to Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EeaMBsZbPidBlvXcRXA3xKwBwvcbnzqB_2x6bwRmE4m3BQ?e=Deo8Zs)

[***Link to clean copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EUmibGW4GTJEp5qCh4O5cvcB-pPPoWOM_ViYCiIkl1tZZg?e=zrUVGJ)

Rick Valentin: We have some minor revisions to the Wonsook Kim College of Fine Arts bylaws to accommodate the new School of Creative Technologies within the college.

Chairperson Horst: In Article 2, Section 3, I would request that you not refer to specific internal committees of the Senate and just say “The Academic Senate” and the let Executive Committee figure out which committee it goes to.

I see a couple of instances in these bylaws where the number of representatives is decreasing, for instance on the entire college council there used to be two students and now there is one. Can you go through the logic the council had in those changes?

Scott Irelan: This is a midpoint in transitioning CTK, formerly Arts Technology, from a program to a school. As we transition both faculty and students in those roles, we are trying to avoid service bloat in both areas. As we look at locus of tenure changes for faculty members, as we look at that kind of shift, this is half of one full step. That full step will take place after we have a founding director, after we have locus of tenure figured out, some of those larger issues. There will be a much more robust and complete conversation around what that looks like after. We have a whole new school with new committees and people in other units right now that are serving on two sets of committees. We are trying to sort through that as part of the transition from a program to a school. The other piece of it with the students, we have always had more student representation on ours than most, as has been communicated to me. The students are hard to get consistently at the meetings. The adjustment here is a sensible adjustment to what is actually happening versus what we would like to happen or what has happened in the past.

Senator Blair: This is purely grammatical, but for Article 5, Section 2, can we add a “the” before “chair, vice chair, and secretary”?

***From Nathan Kapoor: Faculty Affairs Committee***

***06.04.2024.16 - Policy 7.4.1 Grants and Contracts***

***Senior Director, Research and Sponsored Programs Jason Wagoner***

[***Link to current policy***](https://policy.illinoisstate.edu/fiscal/grants/7-4-1/)

[***Link to Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EaiwZjKgou1FijTm6cN-TdIBbRIr9mty3Zr8ErVsEr8v_g?e=3fN2cn)

[***Link to clean copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EQX6NXtfmwxEtq78KL2Aol0BLDY9WakZGSslW1oH5mJnPg?e=K219eL)

Senator Kapoor: The revisions mostly had to do with definitions and redefining how the university understands and allocates awards and where the money comes from.

Senator McLauchlan: Since this has gone out, we figured we would take the chance to clear up that outside agencies often use terms like “grants and gifts and contracts” in a way that is not consistent with what we do internally, so we tried to clarify some of that language with the addition of the awards and contracts type. It has come up that “unrestricted awards” is confusing so we would propose changing that to “unrestricted gifts and donations”. We will change in our bulleted list from commas to semi-colons. We will add the oxford comma that we forgot, and we were trying to update the language on what university policy 1.8 is now called and didn’t get all the way there. It is in fact more appropriately “Research, Scholarly and Creative Activities to match policy 1.8, but we trended in the right direction. These are relatively minor editorial changes with the exception of trying to include some language that there is in fact a committee that exists that handles incoming contracts, gifts, or awards and decides how we should most appropriately administer them.

***From Nathan Kapoor: Faculty Affairs Committee***

***06.04.2024.14 - Policy 7.4.2 Flow and Review of Grant and Contract Proposals***

***Senior Director, Research and Sponsored Programs Jason Wagoner***

[***Link to current policy***](https://policy.illinoisstate.edu/fiscal/grants/7-4-2/)

[***Link to Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/ERLQOZKEAO1FjuqskbjZl2cBiZTUv4HN_HJbVRvpoD2u4g?e=HB113W)

[***Link to clean copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EXCJXoluHqFPnSazN-gSCZUBFdP6hZpIhGfjDalCQNeGFA?e=Gp1SUq)

Senator Kapoor: These are more extensive. Some changes to definitions, some clarifications about the principal investigator involved in the review of grants and contract proposals, as well as more clear guidelines for deadlines and how the Office of Research wants to receive materials.

Senator McLauchlan: We burnt this policy mostly to the ground and rebuilt from scratch. We did make a lot of changes for making practice match policy and there was a lot of discussion within the committee. I do have Jason Wagoner from Research and Sponsored Programs here. We received some additional questions. We don’t there is a PI policy per se, it is more that anyone who is a faculty or staff member is allowed to be a principal investigator. If we need to clarify that language, I am happy to discuss more. In consultation with Associate Vice President Bonneville, there is no such thing as a capital S “Supervisor”, so we will change all of those to lower-case. We were trying to be consistent with all of our policy changes over the last couple years.

There was a question about Mennonite and Milner. The dean serves both roles in those colleges, so we are trying to say we are open to language. In the flow, we referred to policy 7.4.1 then we talked about defining “principle investigator” and the role of research and sponsored programs and the roles of chairs, directors, or supervisors in those cases and their role in the review process. Because there is no chair or director in Milner or Mennonite, we mentioned that the dean does both jobs in those cases. Deadlines is where we spent the most time discussing and where we made the most changes.

Senator Nikolaou: I think Senator McLauchlan mentioned the ISU policy, so I tried looking if there is a policy that talks about a PI, and the only one I found was 7.1.1 that says what a PI does but it doesn’t limit it to faculty and staff. If we say that it is ISU policy we should mention what policy it is, otherwise we shouldn’t say it is ISU policy.

Chairperson Horst: So there is a policy that defines PI?

Senator Nikolaou: 7.1.1 has a definition section and it says what PI is, but it doesn’t seem that it applies to all other policies for what a PI is.

Jason Wagoner: We would agree with that assessment. There is no formal definition of “Principal Investigator” within policy at ISU.

Chairperson Horst: Could you walk us through the language where it says, “deadlines” and it says, “proposals.” Instead of “should be substantially complete” it says they ,”must be substantially correct and complete and must be submitted…” It is a change from a suggestion with “should” to “must”.

Jason Wagoner: Yes, what we are trying to do here is make very clear that in order for proposals to be adequately reviewed by all reviewers on campus, there is going to be needed a 5 day window for those reviews and approvals to happen. Given everyone that must provide feedback, we feel that is a good window of time to offer everyone. That is the reason for “should” to “must”. We also wanted to define in policy that it is very clear what the expectation is for everyone involved.

Senator Nikolaou: In paragraph where it talks about a correct proposal there is also language that says, “or make changes” prior to submission. Can you walk us through the rational? I am assuming it is more about the structure of the proposal, but the way that it is written right now it could be interpreted that RSP can make changes to the content of the submission.

Jason Wagoner: I would say that the proposal submission process is a collaborative one. We are trying to make sure that what gets submitted is the best possible product that represents that work going on at the university. It is often at the request of an individual investigator who is championing the proposal to be submitted that additional changes be made after that 5-day initial submission window. It is an opportunity to get the submission correct for all parties after we pass that administrative review deadline.

Senator McLauchlan: We say, “complete and correct.” We had a lot of discussion on that in committee and within Research and Sponsored Programs. By 5 days in advance it is best to have all of the following things in place or we can’t adequately review it. Almost every grant is awarded to the Board of Trustees of Illinois State University and then the PI just administers it on their behalf. We want to make sure that the proposals that go out are the best they can be. There is this 5 days in advance, what do you need to have in place? As a PI myself, I know we want to work until the very last possible second and there are things that come in after that time that are appropriate to come in after that time, so how do you write down that nuance? We tried to strike that spirit. The “correct” is meeting all the requirements. Our staff aren’t going to make substantive changes to the quality of the work.

Jason Wagoner: The idea with the bullets that are in front of that clarification, “or make changes…” is to say that this is what meets the spirit of the policy and the expectations of having those things done 5 days in advance, knowing that it is not a comprehensive list of what may be included in a proposal. We wanted to give some leeway for non-specific or non-critical documents to have a greater timeline and can not tax people during the proposal submission process.

Chairperson Horst: Wouldn’t it be just whatever is required from the grant?

Jason Wagoner: If we went to that extent it would be very difficult to meet the 5-day window for most.

Chairperson Horst: What if the grant doesn’t require these things?

Jason Wagoner: This is a list that probably 80% of most grants require. There is a very select few where you are right, they may not require those things. In those instances we would waive those expectations.

Senator McLauchlan: Perhaps we could include some language like, “where required for proposal.”

***From Lea Cline: Administrative Affairs and Budget Committee***

***06.04.2024.05 - Policy 3.3.1 Authorization of Faculty Tenure-Track Positions***

***Associate Vice President for Academic Fiscal Management Dan Elkins***

[***Link to current policy***](https://policy.illinoisstate.edu/employee/faculty/3-3-1/)

[***Link to Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/Ef-HGt9toUJFv_g_5GlzJ-QBaFKjVGyZjOjGT-a0MwBUEw?e=FeUUks)

[***Link to clean copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EUcCJQLvjchMgp7whBXjcosBMbzbtGPRV2oi0pCu3kiN0g?e=ogaJ60)

Senator Cline: The AABC is bringing forth a scheduled 5-year revision of 3.3.1 which is Authorization of Faculty Tenure-Track Positions. I am on a personal mission to remove all process from policy, so the gutting of this policy is in that spirit. The committee looked for what are the actual policies here removing everything else that is process. I do have a revision to read into the record. Since the language that is in your packet was approved, the AABC has approved the following language and I will read it all, “All tenure-track position requests are recommended by the provost and authorized by the President following an evaluation of position requests in accordance with the Academic Impact Fund (AIF) guidelines. Deans submit requests for tenure-track positions to the office of the Provost. The Provost, in consultation with the deans, makes recommendations for authorizations of tenure-track searches to the President for approval. All tenure-track positions must be approved by the President before the position can be advertised, searched, and filled.”

Senator Nikolaou: Can you walk us through why the first clause of the existing policy is removed? That explicitly says that tenure-track positions revert to the AIF in the office of the Provost upon resignation or retirement of an incumbent. It says that they need to go back to the AIF, but with the revised language it says that there are some other guidelines for the AIF, that it is not a policy?

Senator Cline: In our initial proposal we didn’t even have the AIF in the language. That is an internal procedure, not a policy. If we took out the AIF in this policy, the AIF would not exist anywhere in policy. It is true that there are guidelines that are suggested by the Senate and are used as part of the evaluation process.

Associate Vice President Elkins: The AIF guidelines are all money for any tenure-track resignation or retirement or death returns to the AIF. We are not implying the money is going anywhere else by changing that language. That is the process.

Senator Cline: I am using the idea of “in accordance with the AIF guidelines” rather than dictating precisely. Those guidelines change on recommendation with the Senate in different contexts. I agree with what VP Elkins said which is that we are still maintaining the supremacy of the guidelines which indicate that any of these positions when vacated, the money reverts back to the AIF.

Chairperson Horst: When you mentioned the guidelines you also mentioned that they are maintained by the Senate.

Senator Cline: In consultation with the Senate.

Chairperson Horst: Could we put something like that as well? “The AIF guidelines, which are maintained by the Provost’s Office in consultation with the Academic Senate.” Or “in collaboration with the Academic Senate”?

Senator Cline: I can bring that back to my committee.

Chairperson Horst: Otherwise, as Senator Nikolaou is saying, we are abandoning this process that is currently in standing policy.

Senator Nikolaou: That is my point, that it is going to go back to the AIF, period. If we refer to guidelines, even though the guidelines might say that, they are guidelines and the guidelines might change. The AIF is not protected because it is not in university policy, it is just guidelines from the Office of the Provost, but it is not even specified that it is from the Provost.

Chairperson Horst: If they are maintained in collaboration with the Academic Senate, it would be a little more tied down.

Senator Nikolaou: True, but my main question is why do we need to remove that part? It just says that they are going to go to the AIF.

Associate Vice President Elkins: Maybe we should look at it again.

***Information/Action Item:***

***From Martha Horst: Executive Committee***

***Update to Appendix II Re: Academic Planning Committee***

[***Link to current copy***](https://academicsenate.illinoisstate.edu/about/bylaws/#Appendix-Two)

[***Link to Academic Planning Committee Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/ESQDVCcXs1JFjwkGkZnR9lIBMXp1o0TV4NQ835zZzO8tqQ?e=o1edxN)

[***Link to Academic Planning Committee Clean Copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EUvPYwloA19Gs9hSq-2um3IBLwNJslPTgofoc5MQITcGBQ?e=wAfhrr)

[***Link to Academic Affairs Committee Markup***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/EQYlfCdXKNpCgnwrxB6sB5oB_vGbzUqp_DqdhcXeqSv02w?e=3v0RzL)

[***Link to Academic Affairs Committee Clean Copy***](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/AcademicSenate/Eem9BXApcytLo8uOXB9iNRIBH3nPav7J3jkqk4KPpNNH2Q?e=t1f0kt)

The information/action item was skipped due to time constraints.

***Internal Committee Reports:***

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

Senator Nikolaou: The Academic Affairs Committee met this evening. We discussed and are going to send 4.1.19 Credit Hours to the Executive Committee.

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

Senator Cline: The AABC met this evening, and we made the now defunct changes to 3.3.1 and we also were able to complete our work on the survey instrument to evaluate the President’s performance and that has been sent to the Academic Senate Office.

* ***Faculty Affairs Committee: Senator Kapoor***

Senator Kapoor: Faculty Affairs met tonight and primarily returned to policy 4.1.9 where we drafted a new preamble for that policy and then restructured the policy so it would now include the disestablishment and revision of an academic unit.

* ***Planning and Finance Committee: Senator Bonnell***

Senator Bonnell: Planning and Finance met November 20th and for the committee’s priorities report on the College of Engineering’s GE Road Facilities we were joined by VP Petree and a VP of Facilities Service Mike Gebeke who provided information on budgeting materials and facilities planning. We also received a SWOT analysis from Dean Keyser comparing John Green and Carter Harris buildings with the GE Road buildings. We continued discussing policy 9.2 On Appropriate Use. We also had a building tour on November 21st the following day. The committee enjoyed a tour of the GE Road West building led by project manager Matthew Hanks and that building really is impressive. We tried to meet tonight but we did not meet quorum.

* ***Rules Committee: Senator Valentin***

Senator Valentin: During its November 20th meeting the Rules Committee reviewed the Mennonite College of Nursing bylaws and Wonsook Kim College of Fine Arts bylaws that we saw tonight. The committee did not meet tonight.

* ***University Policy Committee: Senator Gizzi***

Senator Gizzi: The committee met tonight and discussed the university policy on surveillance. We elected a new chair for the spring, Senator Stewart.

***Communications***

***Adjournment***

Motion by Senator Pancrazio.

Second by Senator Hofstetter.

Unanimous approval.