**Academic Senate Executive Committee Minutes**

**Monday, February 26, 2024**

**Hovey 419, 4:00 P.M.**

***Chairperson Horst called the meeting to order and 4:00PM. Quorum was established.***

***There was no public comment.***

***Approval of the minutes from February 12, 2024***

Minutes for the 2/12/24 meeting were not ready yet so this item was struck from the agenda.

***Oral Communications:***

***VP and Presidential Evaluations (From Chairperson Horst)***

Raw data for the Presidential and Vice President commentaries have been printed and are in the Senate Office. Hard copies of the Presidential Commentary data have been distributed to Senator Mainieri, as Chair of the Administrative Affairs and Budget Committee (AABC). The AABC will compile a summary report of the data to include with the raw data. Executive Committee members should plan time after Spring Break to visit the Senate Office to review the raw data and summary report for the Presidential Commentary and the raw data for the VP commentaries in advance of an April meeting to discuss the results. The raw data and report are then passed along to the appropriate offices and, in the case of the Presidential Commentary, the Board of Trustees.

***Financial Implications Form for the Curriculum Process (From the Provost)***

College curriculum committees in the past have been responsible for ensuring curriculum proposal they review have a completed financial implications form (FIF) attached prior to sending a proposal on to the next review level. This practice has been unevenly followed recently, as leadership and committee compositions have changed. As a result, a few items have made it to the Academic Senate consent agenda without a completed FIF. For those proposals on the consent agenda already whose deadlines for reviews have passed, the Senate will proceed with the approval of the consent agenda and the Provost will hold her signature until the FIF is completed. Two proposals are still in circulation on the consent agenda. The Executive Committee voted to pull those proposals from the consent agenda, pending a completed FIF. When the consent agenda process at the Senate changed in 2021, per the advice of the Office of General Counsel, the Senate bylaws pertaining to the consent agenda were not updated. Senator Horst will draft updated language for the Senate bylaws to circulate to the Executive Committee members for comment and input. Since the Rules Committee has several pressing issues on their Issues Pending List to complete this semester, the Executive Committee agreed to a suggestion from Senator Cline that the updated consent agenda bylaws language would go directly to the Senate floor as an information item.

***Distributed Communications:***

***From Rick Valentin, Planning and Finance Committee (Information Item 03/06/24)***

***02.22.24.01 Policy 5.1.19 University Violence (current copy)***

***02.22.24.02 Policy 5.1.19 University Violence (mark up copy)***

***02.22.24.03 Policy 5.1.19 University Violence (clean copy)***

As a member of the Planning and Finance Committee, Senator Cline presented this policy to the Executive Committee, stating that most of the changes in the document originated from suggestions from University Police. She also indicated that a related policy, 5.1.1 Concealed Carry and Prohibited Weapons Policy, is also being revised but is not ready for Executive Committee review yet. Chairperson Horst asked for the committee to consider the Executive Committee comments in the shared document. She also will ask Senator Valentin to check with legal if the communication mediums list should be updated. The Executive Committee agreed this item was ready to be added to the Senate agenda as an information item.

***From Dimitrios Nikolaou, Academic Affairs Committee (Information Item 03/06/24)***

***02.22.24.04 Policy 4.1.12 Sale of Instructional Materials (current copy)***

***02.22.24.05 Policy 4.1.12 Sale of Instructional Materials (mark up copy)***

***02.22.24.06 Policy 4.1.12 Sale of Instructional Materials (clean copy)***

Senator Nikolaou shared that AVP Gatto, the Registrar’s Office, and the Budget Office review this policy. The Budget Office recommended the updates regarding the marketplace and deposit timeline, wanting to limit the amount of cash a unit has at a given time. Senator Cline expressed concerns with including recommendations in a policy – Senator Nikaloau indicated the Academic Affairs committee could look at the language. Senator Cline suggested to strike the sentence about the deposit timeline as it seemed more like procedure. As that timeline doesn’t appear elsewhere, suggestion to keep the language. The Executive Committee agreed this item was ready to be added to the Senate agenda as an information item.

***From Dimitrios Nikolaou, Academic Affairs Committee (Information Item 03/06/24)***

***02.22.24.07 Policy 2.1.10 Deans’ List (current copy)***

***02.22.24.08 Policy 2.1.10 Deans’ List (mark up copy)***

***02.22.24.09 Policy 2.1.10 Deans’ List (clean copy)***

Senator Nikolaou shared that the primary edits related to updating the number and names of colleges. AVP Hurd informed the committee that the Office of the Provost is considering a change to the composition of the Dean’s List, but those discussions will not be completed in time for this review. The Executive Committee discussion the position of the apostrophe in the Dean’s List title. The Executive Committee agreed this item was ready to be added to the Senate agenda as an information item.

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

Motion to approve the agenda: Senator Beddow

Second: Senator Cline

The following changes were made to the agenda:

* Strike *Ed.D. in P-12 Educational Administration (CPED) and Applied Health Sciences New Program Proposal from the consent agenda*
* Pull the following items, given the length of the agenda: Policy 4.1.20 Final Course Grade Challenge, Voting Procedures Article III Elections, and Voting Procedures Article V
* Correct typos
* Provost will provide a link to the HLC report for the Senate packet and limit the presentation to 10-15 minutes
* Hard stop set at 9PM

Agenda, with above changes, was approved unanimously.

***Discussion of possible policy to prohibit unauthorized recording in the classroom***

***02.08.24.17 email from OGC re recording issue***

***02.08.24.18 CIPD language re recording in classroom***

Chairperson Horst explained that she added this item to the agenda given recent legal cases and technology advances. Executive Committee discussed whether this item should be placed on a committee’s Issues Pending List, touching on a variety of topics such as IL state law preventing recording without permission, how to educate faculty and students about the law, and what can be done to prevent issues. Given the robust discussion on the topic, the Executive Committee unanimously agreed to place the item on the Issues Pending List for the Academic Affairs Committee.

***3.1.4*** [***Acting/Interim Compensation***](https://policy.illinoisstate.edu/employee/general/3-1-4/) ***(Administrative Affairs and Budget Committee)(OGC email)***

Chairperson Horst explained that this policy is up for its five-year review cycle. She shared that the Office of General Counsel indicated that the policy could overlap with the bargaining process with the TT faculty union. The Executive Committee decided to pause review of the item.

***02.23.24.04 From Senator Holmes: Animal Violence Correspondence (University Policy Committee?)***

Senator Holmes requested that animal violence be added to the prohibited acts covered under Policy 5.1.19 University Violence. Members of the Executive Committee noted that cruelty to animals is already against state law and that there is an already existing Policy 5.1.9 Animals on Campus, which is not a Senate policy. Chairperson Horst will forward Senator Holmes’s suggestions to the owners of that policy for a potential addition to the policy. The Executive Committee agreed to this plan and decided that no action should be taken on this issue by the Academic Senate.

***02.23.24.05 From: Senator Holmes: Student Senate Membership Change Proposal (Rules Committee)***

Senator Holmes requested that the Academic Senate consider whether the number of student Senators needs to be increased to add representation from the new College of Engineering. The Senate bylaws only specify that there needs to be a representative from each college (student or faculty. Student Caucus governing documents determine how student seats are allocated. The student members of the Executive Committee acknowledged that discussions about the distribution of student seats needs to happen in SGA first. The discussion also noted that NTT Senators have asked for consideration of an increase in the number of NTT representatives on Senate. Given multiple requests in this vain and the addition of a new College, the Executive Committee agreed to add an item to the Rules Committee Issues Pending List related to a discussion of the proportionality of different constituencies as these changes occur. The item will not be considered by the Rules Committee until the 2024-2025 school year to give SGA time to discuss the distribution of student Senator seats.

***Adjournment***

Motion to adjourn: Senator Fulton

Second: Senator Blum

Unanimous

Chairperson Horst adjourned the meeting at 5:14PM.

***Proposed* Academic Senate Meeting Agenda**

**Wednesday, March 6, 2024**

**7:00 P.M.**

**OLD MAIN ROOM, BONE STUDENT CENTER**

***Call to Order***

***Roll Call***

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

***Approval of the Academic Senate Minutes of February 7, 2024***

***Chairperson's Remarks***

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

***Administrators' Remarks***

* ***Interim President Aondover Tarhule***
* ***Acting Provost Ani Yazedjian***
* ***Vice President for Student Affairs Levester Johnson***
* ***Interim Vice President for Finance and Planning Dan Petree***

[***Consent Agenda***](https://academicsenate.illinoisstate.edu/consent/2024.shtml)***: (All items under the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items.)***

* ***Ed.D. in P-12 Educational Administration (CPED)***
* ***Geology Major, Accelerated Sequence***
* ***Applied Health Sciences New Program Proposal***
* ***GEO, ESSS, Accelerated Sequence***
* ***Minor in Learning Behavior Specialist 1***
* ***Traditional Environmental Systems Science and Sustainability***
* ***Health Promotion and Education, Public Health – Accelerated***
* ***Online Business Administration***
* ***Traditional Business Administration***

***Advisory Items: HLC Accreditation and Self Study Endorsement – Acting Provost Ani Yazedjian and Cooper Cutting, Assistant Vice President for Academic Planning***

***Action Items:***

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

***Policy 2.1.1 Student Records***

***02.08.24.05 Policy 2.1.1 Student Records (Current Copy)***

***02.08.24.06 Policy 2.1.1 Student Records (Mark Up Copy)***

***02.08.24.07 Policy 2.1.1 Student Records (Clean Copy)***

***From Craig Blum: Rules Committee***

***02.09.24.04 Memo Bylaws Changes***

***External Committee Absences and Vacancies (AS Bylaws)***

***02.15.24.01 External Committee Absences and Vacancies (AS Bylaws) Mark Up Copy***

***02.15.24.03 External Committee Absences and Vacancies Current Copy***

***02.15.24.02 External Committee Absences and Vacancies Clean Copy***

***Voting Procedures of the Academic Senate***

***02.16.24.01 Voting Procedures Article III Elections Current Copy***

***02.16.24.02 Voting Procedures Article III Elections Mark Up***

***02.16.24.03 Voting Procedures Article III Elections Clean***

***02.16.24.04 Voting Procedures Article V Current***

***02.16.24.05 Voting Procedures Article V Mark Up***

***02.16.24.06 Voting Procedures Article V Clean***

***02.16.24.07 Voting Procedures Article VII Current***

***02.16.24.08 Voting Procedures Article VII Mark Up***

***02.16.24.09 Voting Procedures Article VII Clean***

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

***Policy 4.1.20 Final Course Grade Challenge Policy (Information Item: 02/21/24)***

***02.08.24.08 Policy 4.1.20 Final Course Grade Challenge (Current Copy)***

***02.15.24.07 Policy 4.1.20 Final Course Grade Challenge (Mark Up Copy)***

***02.15.24.08 Policy 4.1.20 Final Course Grade Challenge (Clean Copy)***

***Information Item: Oversight of FIF Curriculum Form (Executive Committee/Acting Provost Yazedjian)***

***12.04.23.01 Disassociating the Financial Implications Form***

***Financial Implicat Form -FinalCleanCopy2013-05-24-1-4***

***From Dimitrios Nikolaou, Academic Affairs Committee***

***Policy 2.1.20 Equitable Treatment of Students Participating in University Sponsored Activities***

***02.08.24.11 Policy 2.1.20 Equitable Treatment of Students in University Sponsored Activities (Current Copy)***

***02.08.24.12 Policy 2.1.20 (Mark Up Copy)***

***02.08.24.13 Policy 2.1.20 (Clean Copy)***

***Policy 2.1.26 Student Absences Due to Service as a Volunteer Emergency Worker***

***02.08.24.14 Policy 2.1.26 Student Absences Due to Service as a Volunteer Emergency Worker (Current Copy)***

***02.08.24.15 Policy 2.1.26 (Mark Up Copy)***

***02.08.24.16 Policy 2.1.26 (Clean Copy)***

***From Rick Valentin, Planning and Finance Committee (Information Item 03/06/24)***

***02.22.24.01 Policy 5.1.19 University Violence (current copy)***

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***Internal Committee Reports:***

* ***Academic Affairs Committee: Senator Nikolaou***
* ***Administrative Affairs and Budget Committee: Senator Mainieri***
* ***Faculty Affairs Committee: Senator Lucey***
* ***Planning and Finance Committee: Senator Valentin***
* ***Rules Committee: Senator Blum***
* ***University Policy Committee: Senator Sheridan***

***Communications***

***Adjournment***