**Academic Senate Executive Committee Minutes**

**Monday, August 21, 2023**

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

**approved**

***Call to Order***

Academic Senate chairperson Martha Callison Horst called the meeting to order.

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

None.

***Approval of the minutes from April 17, 2023.***

Motion by Senator Cline, seconded by Senator Mainieri, to approve the minutes. The motion was unanimously approved.

***Oral Communications:***

***Confirmation of CTE Chair***

Senator Horst: We have a memo that we received from Acting Provost Yazedjian regarding the confirmation of the CTE chair. She is nominating Ms. Christy Bazan, Instructional Assistant Professor and Coordinator in Health Sciences. I wonder where this should go. In the CTE bylaws it says the chairperson is appointed by the Provost in consultation with the deans, which she did. Also, the CTE chair is confirmed by the CTE voting members and the Academic Senate.

Senator Mainieri: Not that I expect anything to go awry in the CTE meeting, but is it weird that we're confirming before their own body confirms the nomination?

Senator Horst: It is. I actually pulled up some emails from 2018 when Kevin Laudner and I were working on the CTE Bylaws. I said, this is weird that we're doing it this way, and he said we should move the CTE confirmation process to the spring; but they never did. It would make more sense if they did their process in the spring and then we confirmed it. But that never happened.

Senator Cline: I think we should just take it to the floor from Exec and do it. I'd hate to slow them down.

Senator Horst: Okay, so which agenda should it go on?

Senators: Academic Senate.

Senator Horst: We will put on the 8/30 agenda.

***Distributed Communications:***

***08.05.21.01 Executive Committee Responsibilities***

***Presentations***

Senator Horst: I have a list that we did for scheduling presentations in May, and then I have a couple of other things that have come my way. One is that Representative Sharon Chung’s people reached out and were wondering if she could come to present to the first academic senate meeting. We’re going to talk about the tuition differential tuition concept in a moment. I believe interim President Tarhule wanted to schedule that for September thirteenth.

Interim President Tarhule: I don’t know if we discussed it. We mentioned it but we didn’t pick a date, but we can pick a date.

Senator Horst: Then we have the capital budget on the twenty-seventh, and then maybe October eleventh is a little too late.

Interim President Tarhule: Yes, that is too late.

Senator Horst: We didn’t get a salary report in May, so Craig Gatto will be presenting that on October 25th. We haven’t had Professor Crothers come in to do a IBHE-FAC report lately. He did have that comment about artificial intelligence on the last report. We could bring in Dr. Magnuson to do something regarding AI. We can also schedule the Athletic updates. Then Doris Houston gave a presentation on campus climate assessment, and she said she could be available in October to come give a presentation to the senate.

Senator Mainieri: We should wait on the AI; it would make sense until later in the year to give them time to work before they come inform us.

Senator Horst: I fast-tracked the AI plagiarism discussion in the Student Caucus and Academic Affairs, with the intention that it might be even available for next semester.

Senator Mainieri: With the Athletics as well, do we want to wait? Do we know the timeline of the audit?

Interim President Tarhule: It's taken much longer to get the contract going, but that's just a procurement process. I don't know if we have signed it yet, but I didn't know that they know that we must give an update to the Senate. From the time that it’s signed, it will take at least 2 months to get the results back.

Senator Horst: Maybe February 7th?

Interim President Tarhule: That would be better.

Senator Nikolaou: We can coordinate it with AABC to have their report ready.

Senator Horst: I forwarded that request, and Jeri Beggs is going to try to get more detail budget for you.

Senator Cline: We're getting full here for the fall. But considering Canvas's implementation, there's certain things that Charlie E. has been talking about having to do with the upload of midterm grades and the grading process. It might not be a bad thing to have them come in kind of give an update about how that automation is happening.

Senator Horst: They want to do an update on August 30. How about Doris Houston, we can put her on November 8th. The statistics that she showed people at the administrators’ retreat were interesting.

Senator Monk: So, with the AI presentation still a little bit up in the air, how would you advise Student Caucus to go about our conversation as we review the language in the code relating to AI?

Senator Horst: I think you should contact Magnuson; he wants to go see different, share governance bodies, so just contact him, and see what he says.

Senator Nikolaou: Quick question for the presentations. Do we need to put somewhere Jeannie's presentation for the FOIA? It is listed as potential presentation, and I would assume it should be earlier in the year rather than later.

Senator Horst: It is on the agenda as an Advisory Item.

Acting Provost Yazedjian: Am I presenting on the 13th?

Senator Horst: Yes. Okay, so we have a tentative plan; we can revise it.

***08.17.23.01 Senate review of policy 8.1.2 use of University Owned Vehicles***

***(University Policies, Procedures, and Guidelines)***

Senator Horst: This came from Legal. It’s not a senate policy; however, they forwarded it to us to see if we wanted them to come. Is there any interest in putting this on the agenda?

Senator Mainieri: No.

Senator Nikolaou: I agree.

Senator Cline: Me three.

Senator Horst: We considered it and decided not to put it on the agenda.

***From Interim President Tarhule: Surveillance Equipment memo (Advisory Item August 30,2023)***

[1.7 University Use of Electronic Equipment for Surveillance Purposes | University Policies and Procedures | Illinois State](https://policy.illinoisstate.edu/conduct/1-1-7/)

Senator Horst: Now we have a memo from Interim President Tarhule.

Interim President Tarhule: This memo goes out every year. I think you probably seen it. And it’s really information that this is coming. I'm not asking for a whole lot of anything different. It's really information.

Senator Horst: Sometimes we put this in front of the full senate and sometimes we do not. It is the same memo every year. We have seen it many times, but some people maybe not. Would you like to consider this for the full senate?

Senators: No

***From Interim President Tarhule: Surveillance Equipment memo (Advisory Item August 30,2023) Email***

***From Interim President Tarhule: Policy 3.2.12 Ombudsperson Policy Email***

Senator Horst: Last year we did a revision to the Ombudsperson policy 3.2.12. As those revisions were going on, the Faculty Affairs Committee considered whether or not there should be some sort of different way of handling faculty/student issues. They sent a letter to the Provost in October recommending a new administrative position and a staff for an ombudsperson office. There was some discussion in here. There was a little bit of discussion on the floor, and the Faculty Affairs Committee tried to insert a line in the policy saying, “This policy is null and void if such a position was created.” But I remember I said, “Well, we don't know what they would propose.” At the same time, President Kinzy said, “I can't act on that until I see a proposal.” So, nobody knew how to bring it forward; then Interim President Tarhule picked it up.

Interim President Tarhule: We brought it up to cabinet and we asked General Counsel and the Provost to do a study about this and reach out to other universities to see how they use an ombuds policy --- give us some recommendations as to whether they think it was a good idea to have one professional ombuds. So, they did survey and talked to some other schools, and they came up with some recommendations to cabinet. We decided if the Academic Senate agreed, we would create that position.

Senator Horst: We would be considering the deletion of the entire policy.

Senator Cline: I have a question and a comment. The question -- we had talked about having a student Ombudsperson. This is just the staff/faculty person?

Interim President Tarhule: The Ombudsperson will be for the whole university; anyone can use it. Ombud don’t make decisions or make policies. They just help people walk through issues. All our processes will remain, and all our dispute resolution processes will remain. It will just provide one professional qualified or trained individual. People who have issues can go to them. Its not limited to students or faculty, and it’s not going to replace anything that we already have.

Senator Cline: I guess my suggestion is that if we move forward and hire this ombudsperson, I would like them to decide whether they want a Counsel. They might want assistance. I don’t know the workload, and I don’t know if this is enough for one person to handle.

Senator Horst: Part of the argument Legal was making is that they want to limit the number of people who know about these confidential matters. So that's kind of defeating.

Senator Cline: For instance, when there are hearing panels. You sometimes need people to be on the hearing panel.

Interim President Tarhule: Ombuds don’t have hearings. They cannot because the position is extremely confidential. They are not allowed to take notes, they don’t do minutes, they cannot have anything so as to maintain that confidentiality. I can tell you from the study and some of the inquiries. Many schools our size have one ombudsperson, and some have much more. One of the things we consider is if, over time, the workload increases, we might increase the staff to strength the office; but we will start with one.

Senator Horst: I think it would probably be the deletion of the entire policy, and I think it needs to go forward.

Senator Nikolaou: Question. Will we know about the specifics for the position before the policy is deleted? Because, let’s say the ombudsperson is going to be under the legal office; some people might say “I don’t feel comfortable going and talking to the ombudsperson because it under legal.”

Interim President Tarhule: It’s a good question. We actually looked at it quite a bit with the cabinet, and one recommendation was to report to the Provost. We said not to legal counsel for the exact same reason that you have mentioned. It’s either going to be under the Provost or the President.

Senator Mainieri: I think Senate should be considering endorsing the idea of creating this position. I don't think we should wait until the position is created.

Senator Horst: We put that tentatively to go to Faculty Affairs.

Interim President Tarhule: So, what is the next step?

Senator Horst: They oversee that policy, and they get the annual report.

Interim President Tarhule: I need to get someone to come to Faculty Affairs Committee to talk about how the policy? I'm just trying to understand what's my action.

Senator Horst: First, we must decide to forward it to Faculty Affairs.

Senator Mainieri: I think this is something we would want to be able to get done this year.

Senator Cline: How fast are we talking about here? In terms of if Senate says yes, and you go forward, then what are we talking about 3 months, 6 months?

Interim President Tarhule: I would say 3 months.

Senator Cline: The faster you get approval from Faculty Affairs, the better so you can get started.

Senator Horst: So, we are forwarding this to Faculty Affairs.

[*7.7.9 Tuition and Fees | University Policies and Procedures | Illinois State*](https://policy.illinoisstate.edu/fiscal/accounts/7-7-9/) *Tuition and Fees (Non-Senate? & Differential tuition discussion)*

Senator Horst: This is listed as a senate policy. The Provost and the President are considering doing a presentation on differential tuition. However, with a policy like this, I’m puzzled as to what is the academic area here. I’m asking whether or not we want to take this off the senate policy list.

Senator Cline: I see a whole lot of statutory issues in this policy that are outside of our capacity to control. I don't see the need for us to have it as a Senate policy.

Senator Horst: The Board traditionally sets the tuition. We don't have the power to set tuition.

Interim President Tarhule: It is a policy about tuition. It’s no different if we asked for 1.9% tuition increase. It’s based on consideration of … Can the University pay bills when we look at the expenses? And we said that the University can’t pay its bills, and we ask for a tuition increase. We define that before the Board. In this case, we’re saying this is something that I think almost every other university has except us. The problem right now is we charge everyone the same. We’re saying, rather than charging everybody the same, we want to charge a few programs a little bit more to reflect the actual cost of those programs. I’m happy to explain what we’re trying to do for the Senate so that they can understand that; but if you ask me, I think this is really up to the Board.

Senator Horst: We can have it be an Advisory Item?

Senator Blum: I do not think this is a senate policy.

Senator Fulton: I do agree that we can revise it, but it’s not our jurisdiction.

Senator Monk: It’s something we should be informed on. As long as we are informed on what is going on, then I have no problem passing it over to the Board.

Senator Mainieri: I do agree; this is a non-senate policy.

Senator Horst: So, everybody’s agreed we are taking this policy of the senate list?

Senators: Yes.

Senator Horst: But we are keeping the differential tuition presentation.

***Possible Presentation on Differential Tuition Concept (Interim President Tarhule from Board meeting 05/12/23)***

***From Jeannie Barrett: FOIA memo (presentation for full senate)***

Senator Horst: This was an item that was on an Issues Pending list for a long time. I asked the General Counsel to drop a memo. It was reviewed by the Faculty Affairs Committee. They liked the memo; they thought it should be distributed more widely. They suggested that it go in front of the Senate. Do people want to bring Jeannie in on 8/30 and have a presentation?

Senators: yes.

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

Motion by Senator Blum, seconded by Senator Nikolaou, to approve the agenda. The agenda was unanimously approved as amended. See below.

***08.14.23.15 From Martha Horst: Memo Internal Committees Priority Report 2023-2024***

***AABC IP 2023-2024***

***AAC IP 2023-2024***

***FAC IP 2023-2024***

***PF IP 2023-2024***

***Rules IP 2023-2024***

***UPC IP 2023-2024***

Senator Horst: This is a memo that we sent to the committee just to give them guidance. We're not giving them a to-do list. Was there any feedback on the memos?

Senator Cline: I left a comment in the document as well on the Academic Affairs.

Senator Horst: Any other comments on the memo? Alright.

***From Chris Roberts and Angela Engel, Mission Statement review (dist. To Planning and Finance Committee)***

***08.14.23.04 Mission Statement Draft – Task Force Approved***

***08.14.23.05 Email Document***

Senator Horst: We have a new mission statement. This goes to the senate, and I’m thinking it goes to the Planning and Finance committee.

Senator Mainieri: There is a timeline on this. I wonder if it can go to the full floor. Because they are asking for it to be done by October.

Senator Blum: The standard process is to go to Planning and Finance. If it does go to the Planning and Finance committee, they can still make it to October.

Senator Nikolaou: I agree.

Senator Horst: So, we are sending this to Planning and Finance Committee?

Senators: Yes.

***Adjournment***

Motion by Senator Cline, seconded by Senator Mainieri, to adjourn. The motion was unanimously approved.

**Reception with the President**

**Wednesday, August 30, 2023**

**4:45 – 6:45 p.m.**

**President’s Residence**

**1000 Gregory Street**

**Normal, Illinois**

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***Proposed* Academic Senate Meeting Agenda**

**Wednesday, August 30, 2023**

**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.***

***Presentation: IBHE Faculty Advisory Council Report (Professor Lane Crothers)***

***Presentation: Illinois State representative Sharon Chung.***

***Approval of the Academic Senate minutes of May10***

***Chairperson's Remarks***

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

***Administrators' Remarks***

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

***Advisory Items:***

***~~Surveillance Equipment memo (interim President Tarhule)~~***

***08.17.23.02 FOIA memo (Jeannie Barrett, General Counsel)***

***Action Item: Confirmation of CTE chair***

***Announcement of Chairperson and Secretary elected for Internal Committees:***

* ***Academic Affairs Committee:***
* ***Administrative Affairs and Budget Committee:***
* ***Faculty Affairs Committee:***
* ***Planning and Finance Committee:***
* ***Rules Committee:***
* ***University Policy Committee:***

***Communications***

***Adjournment***