**Academic Senate Executive Committee Minutes**

**Monday, September 18, 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 08/21***

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

***Oral Communications:***

***Survey regarding changing time of the senate meeting***

Senator Horst: Last year we talked about doing a survey to explore the idea of changing the Senate meeting time, and I'm not sure if any of the SGA people were here when we discussed that. We discussed doing it in the spring, just exploring other times. But SGA was a bit nervous about even exploring times, given that you were about to hold an election. Students who were going to be running for the election might have made course choices based on the Senate time and the SGA time. So, we said we'll postpone that decision.

Recently I was at a meeting with the Deans Council and the Provost and they expressed that the time of the Senate meeting was, perhaps, making it difficult to find volunteers from the faculty to fill the Senate spots. So again, I have a copy of the survey that we did last time, and I can send this out or distribute it just right now.

My question is, what would be the best timing for SGA? When would be the last we could do?

Senator Monk: I don't know if there's an exact date. I would just say as far away from the election as we can get, that's because once people are running then that's when they have to get their schedules set. So if we can get that well before March, kind of like if January at the latest, that'd probably be best

Senator Horst: So, you hold your elections in March?

Senator Monk: Yes

Senator Nikolaou: But are we doing just a survey to see potential times? Because I'm assuming in theory we shouldn't make any changes that would conflict with any of the existing senators; because they have been elected, knowing the time.

Senator Cline: But the question is if we were to make a change this spring, would it be for next fall or next spring? If we made the decision to make the change, when could we implement it?

Senator Nikolaou: Well, I'm saying that probably for the implementation. Unless everyone agreed and they said it's fine, it would have to be when. From the current senators, whose term ends, and it cannot be implemented before that term ends, because we have been elected to be on the Senate having this information. Because now if, let's say, we put it three to seven; and let's say I have classes. Well, in essence, you say, well, you have been elected, but we make a change in a way that you cannot serve consent.

Senator Horst: But maybe there's just one person or two people, and maybe they can go talk to their chairs if it looks like it might happen. Right. That's what we'll do, a survey. So, we'll identify the sitting senators with special stars. Right? And if potentially if it’s one or two people, then maybe they can go talk to their chairs. But if it's five and it won't, you know, there's no way they can change their course schedule, then we'll have to wait.  On the other hand, if we have 5 people and they're staggered terms, you'd have to elect people to replace them.

Senator Blum: Yes, it would be difficult. I don't really conceive of it as this is a choice, right? So, I don't have a choice in my schedule either. All right, that I don't get a choice. I don't sign up for courses. Those are assignments by my supervisor.

Senator Horst: They are people who I’ve talked to that said they would serve on the Senate if it was at a different time.

Senator Fulton: So how strict are you with the attendance policies for Academic Senate? Are we trying to change the time for this term?

Senator Horst: No, the earliest would be next year and we just redid the attendance policy last year.

Senator Cline: I mean part of the reason that this has come up…. People who are single parents, people who need to be able to get home and get to families, people who are younger in their career and therefore have young children need it to not be late. I personally would like for the optional times to include daytime hours. Just to get a feeling I mean this is just a survey it’s not conclusive. I have a friend who’s on a senate in her university and they meet at 7:30 in the morning to get it done.

Acting Provost Yazedjian: The survey also allows us to have data that show what everyone choices are.

Senator Mainieri: Two things to your timing question-- I think we should do this this fall. Do the survey this fall to give us time if we need to go back to senators to ask more questions or something like that? I think been looking at numbers 2 and 3 on the survey is about check which statement applies to you.

And I know you have a starting question of “are you currently serving on SGA or currently service academic Senate or interested”, could we just do the question number 2 as the first one? And add in “I would never be interested in serving” because these two options just assume that everyone is interested, which we know is not the case, and then I wonder if we could add a like open-ended question at the end again, since we're sending this out about like other than the time, are there other barriers that are keeping you from serving on this body? So and just to see what we get, if there are other things that could help entice folks or barriers we could remove.

Senator Horst: Like what are you thinking?

Senator Mainieri: I would imagine stipend might come up or don't feel confident in my ability to serve on Senate, or I don't think I have enough to contribute and those type of things are things that we can fix, right? We can fix if people don't understand what the Senate is or don't think they have anything contribute that can change our messaging as we seek volunteers.

Senator Bonnell: I'm not trying to make things more complicated, but I know when I talk to people in the library about serving on the Senate and the idea that it starts at six and sometimes can go till 10 like that idea horrifies a lot of people--- the length of it, not when it is, it's just the length of it. I enjoy saying it so it's like, yay, this is fine; but for some people, , it's just overwhelming for them. Again, I'm not trying to make it more complicated; but the idea that internal committees could meet at alternate times. I don't know if it's ever been considered.

Senator Horst: It's tricky. It would take a constitutional change, So we didn't have to meet once a month.

Senator Blum: I got students who couldn’t come an hour early. They couldn’t come at 5 because they have obligations right up until 6:00. It’ll be interesting to see the data, but probably what will happen is that for every person you gain you’ll lose people.

Senator Horst: I’m also going to state that we’ve already made our Bone reservations for next year. But if you could discuss this with your membership, the senate has a lot going on right now. We’ll try to send this out October 15.

Interim President Tarhule: Just as an aside to these comments--- in in my experience and in speaking with people at career institutions, places where the Senate has less time commitment like this, a lot more of the work is done in the committees, so committees have more power to make a lot of decisions and update, so they make recommendations to the full body. So things that come out of the committees you don't spend as much time on them in the full body. I think one of the differences here is things come out of the committee and they're still very vigorous debate on them on the floor. So, I think that's part of the time commitments. In some places, committees make a lot more decisions and inform the main senate, or there are less discussions in the main Senate when the things come out of committee that allows you to shorten the time for the meeting. So just a thought, if you were ever interested.

***Distributed Communications:***

***09.15.23.01 Email from Dimitrios Nikolaou ACC items for Executive Committee***

***Council for Teacher Education Report 2022-2023***

***Council on General Education Report 2022-2023***

***University Curriculum Committee Report 2022-2023***

***University Library Committee Report 2022-2023***

***Academic Planning Committee Report 2022-2023***

Senator Nikolaou: So, these are reports from 5 of the 8 committees that report to the Academic Affairs committee. we didn't have any questions. The only comment that we made is that for the CTE we are going to ask them for next year to give a bit more information when they have the important topics that they talked about; because if you look at the report now, they have only bullet points where they say, for example, Zenit assessment discussion. They don't give any information about even if it is the main take away messages. So Amy said that she's also going to make a note for the committee. The other one is the Honors Council. Martha and Norsule told us that there was only one meeting; and as a committee, when we talked about it, we said, well if it is on one meeting, we don't really need a report from them. We're waiting for the other two.

Senator Horst: Because they gave us a report saying they wanted to suspend.

Just regarding the CGE, it might be nice to know why something was not approved when they reject something? Might be nice to have a little bit more detail. Is there any desire to forward any of these reports to the full Senate?

All Senator: No.

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

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

***08.14.23.04 From Jeannie Barrett re Transcripts policy (Dist. To Academic Affairs Committee)***

[2.1.23 Transcripts | University Policies and Procedures | Illinois State](https://policy.illinoisstate.edu/students/2-1-23/) (Non-Senate?)

Senator Horst: From Jeannie Barrett, remember, we were discussing this new State Law that came into effect and it touched two policies. One of them was the Transcript policy; we had a discussion as to whether or not this should even remain a Senate policy. Senator Nikolaou requested that we postpone that decision to today. So now it is today. So, do people think policy 2.1.23 should remain a Senate policy?

Senator Mainieri: No

Senator Cline: I think it should and I’ll tell you why. Because there are some laws around it but not the whole totality of it. The law doesn't control the whole policy; it controls parts of the administration's response to issues related to transcripts. So I think it should. Are some equity issues involved with transcripts and release of transcripts and that should have some input?

Senator Mainieri: I agree that there are definitely equity issues, but I think that some of the equity issues are simply built into systems that Senate does not have input on. Well, I also think that some of these equity issues do come from the law in terms of when and what can be released. I just don't see how the procedures regarding transcript release falls under academic area broadly defined. The transcript involves academics, but I'm not sure the mechanics behind the release of the transcripts.

Senator Nikolaou: So 7.7.6, which is the Registration Blocks is with the Academic Affairs Committee; and my understanding is that there has been lots of discussion about the different types of holds and if the transcripts are held because of similar type of blocks. It has to stay with the Senate.

Senator Horst: But that might be another policy that should not technically belong to us.

Senator Nikolaou: But then in7.7.6, it talks about when you're going to be blocked from registering from classes, so I don't see how this is not a Senate policy. I mean, it might be that it is for like financial aid, but then if there are other reasons student is blocked from registering from classes, I don't see how we can say it is not academic career.

Fulton: I would say it is an Academic Senate policy.

Senator Monk: So what define a Senate policy then?

Senator Horst: “Recommend policy for admission of students. Recommend policy for degree requirements and procedures for inaugurating, changing or terminating degree programs. Recommend policy for annual calendar. Recommend policy for the adoption and standards of educational and academic conduct common to all elements of the university community. Recommend policy for intercollegiate programs and activities. Recommend policy with respect to student life and conduct. Recommend policy for the evaluation of faculty members, including academic administrators, in connection with their appointment, promotion, remuneration and retention. Recommend policy to ensure the protection of the rights and privileges of various elements of the academic community and establish procedures for the hearing of grievances. Recommend policy and act on report and standing on ad hoc committees, standing committees, etcetera. Recommend patterns of academic communities, self-government by exercising its authority to delegate responsibility, to departments and committees affirmation you know, participate in budgets, participate in long range plan, participate in other aspects. So that's the list. So I do see a connection with student life and conduct, but it's tenuous.

Senator Horst: So, the majority wants to keep it as a senate policy.

Senators: yes.

Senator Horst: This policy will have to be changed immediately, so we’re forwarding this to Academic Affairs c=Committee.

***09.14.23.01 From Janice Bonneville: Personal Plus Time DRAFT(Dist. To University Policy Committee)***

Senator Horst: So now we're going back to the new state law. SB2O8, I believe it is about personal plus time, and this is going into effect January 1st,2024. Janice Bonneville has created a new policy3.1.52. Any comment on the draft?

I suggest that instead of tenure-track faculty, it's a tenure-line, faculty or tenure/tenure-track faculty.

Senator Cline: Say the structure, the structure as she's written and that's not in line with how we have been doing things.

Senator Horst: OK, so you would recommend that the procedures be listed on the HR website.

Senator Mainieri: Very small, but I wonder… there's a list and I just wonder if we can put it in alphabetical order. Don't know why it's in that order, the eligible employee. OK, for the policy itself, I don't know if we would need to include the effective date because that's going to just become outdated. Then we'll have the effective we can like predate the effective date.

Senator Horst: you suggesting that President Tarhule not sign it until January 1?

Senator Mainieri: I don’t know why we need January 1 in the policy itself.

Senator Cline: We don’t typically have a date, usually legal counsel will say in according to Illinois law.

Senator Horst: we’ll let the committee decide that… about the date.

Senator Horst: Everyone agree that this policy goes to University Policy Committee?

Senators: Yes.

***09.14.23.03\_From Jeannie Barrett Email about policy 3.2.4 (Dist. To Committee?)***

[3.2.4 Salary Adjustments | University Policies and Procedures | Illinois State](https://policy.illinoisstate.edu/employee/faculty-staff/3-2-4/)

***Email on 3.2.4 in Executive Committee Meeting on February 13, 2023***

Senator Horst: OK. Last year on February 13th 2023 everybody remember that day? We discussed policy 3.2.4 salary adjustments; Provost Tarhule commented he thought there's some things that they would like to change, potentially. He thought Jeannie would like to change some things as well, so we took it off the regular policy review. I had a meeting with Jeannie, and she didn't see anything that she thought needed to be changed, and we were wondering if Provost Tarhule was thinking of Policy 3.3.6, which has language about “upon return to faculty assignment. In no case shall the monthly salary of an individual be reduced by more than 15%.”

Interim President Tarhule: Yes, that’s the part that I was thinking of. It’s a different policy. That's a different one, and I think I have either submitted this report. I asked somebody to help on, but I'm waiting on the final study from my peers.

Senator Horst: Oh, the 15%. OK. And so now this is just a regular old policy looking for a committee. It was listed on our policy review list as potentially going to the University Review Committee. But I do note that it says “annual salary adjustments for faculty and administrative professional employees,” which would take it out of the ASPT realm.

Senator Cline: I think University Policy makes sense.

Senator Horst: So, we are sending 3.2.4 to the University Policy Committee?

Senator Mainieri: And they need to address the gender language.

***08.14.23.14 From Martha Horst: List of Potential 10-year Review Cycle Policies - 2023***

Policy 6.1.16 [*Display of Official Flag on campus (Non-Senate?)*](https://policy.illinoisstate.edu/facilities/6-1-16/)

Senator Horst: should this policy remains a senate policy or not?

Senators: it’s a non-senate

Senator Horst: okay, we will take it off the list.

Policy 7.1.22 [*Foundation (Non-Senate)*](https://policy.illinoisstate.edu/fiscal/general/7-1-22/)

Senator Horst: what about policy 7.1.22 Foundation?

Senator Cline: I’m a little undecided because of the intersection with the Deans. That is academic leadership.

Interim President Tarhule: The Foundation is a separate with the University. On the one end we are saying that it’s separate and independent and has nothing to do with academic. Be aware of that very fine line.

Senator Mainieri: I was in Planning and Finance Committee when this policy went through. We found very few pieces of the policy that we can touch.

Senator Horst: So, How many people want to keep it in the Senate? And how many people want to remove it?

Senator Horst: okay, the vote was in favor of removing it.

Policy 7.8.1 [*Operating Budget (Non-Senate)*](https://policy.illinoisstate.edu/fiscal/budget/7-8-1/)

Senator Monk: We review that policy next semester.

Senator Horst: is this a senate policy?

Senators: No.

Policy 2.1.17 *[Residency Status (Non-Senate?)](https://policy.illinoisstate.edu/students/2-1-17/)*

Senator Monk: This is the one that we are supposed to work closely with legal.

Senator Horst: I spoke with Jeannie Barrett, and she does not think that this is a senate policy. She found it to be a financial decision and not the senate.

Senator Nikolaou: We would like more information about this from Jeannie Barrett.

Senator Horst: I would get more information from Jeannie Barrett.

***Adjournment***

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

***Proposed* Academic Senate Meeting Agenda**

**Wednesday, September 27, 2023**

**7:00 P.M.**

**OLD MAIN ROOM, BONE STUDENT CENTER**

**Hard Stop: ~~8:45pm~~ 8:30pm**

***Call to Order***

***Roll Call***

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

***Presentations:***

***Operating and Capital Budget Request to the state (Vice President for Finance and Planning Dan Stephens, Assistant Vice President for Budgeting and Planning Sandi Cavi, and University Budget Office Amanda Hendrix)***

***HLC Self Study Assessment Update (Acting Provost Ani Yazedjian and Cooper Cutting, Assistant Vice President for Academic Planning)***

***~~Approval of the Academic Senate minutes of~~***

***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***
* ***Vice President for Finance and Planning Dan Stephens***

Elections of senate rep to Academic Planning Committee

***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***