**Academic Senate Executive Committee Minutes**

**Monday, April 15, 2024**

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

**Unapproved**

Chairperson Horst called meeting to order @ 4:00 pm and declared a quorum.

There were no public comments.

***Approval of the minutes from 04-01-2024***

*Correction to Senator Bonnell’s last name*

Motioned by: Senator Fulton

Seconded by: Tracy Mainieri

Unanimous Approval

***Oral Communications:***

***Presidential Commentary form AABC***

Chairperson Horst: Thank you to the AABC, they have produced the presidential commentary which we will discuss at our next meeting, and that will be this year’s Exec plus next year’s student body president. We have the raw data and copies of the report, so I will take all of that. That will be in the senate office. Please contact Kevin and myself to arrange some time to look at the raw data from the report and we will discuss it in the Executive session next time.

***Distributed Communications:***

***From Martha Horst (Action Item: 4.24.24) Article V. Procedures of the Academic Senate***

Chairperson Horst: I forwarded to you the revisions that Tracy made on the floor, so this document is slightly different. She rearranged everything and put it in an itemized list. Everybody is comfortable presenting that all as coming from the Executive Committee? It is just a rework to make everything more logical, thank you Tracy.

***From Dimitrios Nikolaou AAC (Information Item: 4.24.24) 2022-2023 Reinstatement Committee***

Senator Nikolaou mentioned questions the AAC had for the Reinstatement Committee regarding how they collected their data and their lack of a control group.

There was discussion about forwarding next year’s report to the senate. At that time, the Senate would invite members of the Reinstatement Committee to provide perspective on a longer time frame than just the past year.

Chairperson Horst notes a request to change the term “probation” to be put forward to the committee next year. That is related to an IT request. She will put the item on the next Executive Committee agenda.

***From Rick Valentin, Planning and Finance Committee (Action Item: 4.24.24) 5.1.9***

Senator Valentin reported on the decision not to change the language: “Violence is the use of physical force or activity that causes harm, damage, or abuse of an individual or property. This includes physical force or activity which causes mental anguish.”

Senator Cline indicated that the phrase “mental anguish” is vague, but legal was ok with it.

Senator Cline reported that the committee did not discuss whether or not this should remain a Senate policy.

***From Rick Valentin, Planning and Finance Committee (Information Item 4.24.24) Policy 5.1.1 (Conceal Carry and Prohibited Weapons Policy)***

Senator Cline clarified the language determined by recent state law regarding handguns.

Senator Nikolaou questioned why this policy is explicitly only for students. Senator Cline confirmed that it is because the state law relevant to this policy is specifically for students, and we would have to make our own policy to relate to faculty and staff.

Chairperson Horst: If we wanted to add verbiage about faculty, we might have to wait till the new union contract is negotiated and finalized.

Provost Yazedjian: I’m not sure on that one, that might be one where we are asking Alice, because it doesn’t necessarily change the terms and conditions of employment, although someone could argue because that’s infringing on their right…

Senator Cline: I would advise that if we are going to talk about it, to have Alice present.

The Executive Committee agreed to postpone the information session on this item until the 2024-2025 academic year.

***From Tom Lucey,*** ***Faculty Affairs Committee (Information Item 4.24.24) Policy 3.3.4 Non-Tenure Track Classifications***

Chairperson Horst discussed Senator Nikolaou’s editorial remarks regarding language referring only to a Master’s degree.

Chairperson Horst: I sent this to Mary Hollywood because I wonder if this is all in their contract?

President Tarhule: I cannot recall immediately, but she is the right person to ask.

Chairperson Horst: So we will find out. I suspect this is all in their contract. She showed this policy to her group, and they were happy with it. Otherwise we just tried to clarify what these adjunct faculty who receive no money were… why would they come and be non-paid faculty members? We came up with this scenario of a Fulbright scholar who might want access to the library. We tried to put that in, and Janice Bonneville thought it was kind of confusing. We can talk about this if this goes to the floor, that’s the only change we made.

Senator Bonnell commented that there have been questions about what it means to be an NTT in Milner and suggests expanding the definition of “instructional assistant professor” or adding in another title.

Chairperson Horst suggested pausing this and sending it along to Janice Bonneville. Senator Bonnell agreed that taking time to find another title to add in would be good and mentions the possibility of adding the term “librarianship” for NTTs in Milner.

Chairperson Horst: I will send a note to Janice Bonneville and Dean Long and just get the discussion going and say there is no rush because we are out of meetings, but I think we should try to figure that out before we forward it.

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

There was discussion about the upcoming presentation on Recruitment and Retention of Underrepresented Students. The group set a time limit of 10 minutes of presentation followed by 10 minutes of questions.

The agenda was unanimously approved by the committee (see amended version below).

***Policy 5.1.7 – Smoke and Tobacco-Free Campus (senate or non-senate?)***

Decided to be a non-senate advisory item.

[***24-25 Academic Senate calendar***](https://illinoisstateuniversity-my.sharepoint.com/%3Aw%3A/g/personal/mchorst_ilstu_edu/EfHQMB7_pvVFp4xXv2DvMNIBfxL1iq1yBWHQPR4Q4XSoVQ?e=cGQxyK)

Senator Horst noted an error. Footnote 3 for April 23 meeting changed from 7:15 to 7:00.

Sen. Bonnell noted some dates in break times that list the wrong year.

Chairperson Horst: I was wondering if we want to plan to potentially rotate between committee meetings and senate meetings in the fall. The reason I am saying this is I have been looking at what we have in line for policies, we do have the Gen-Ed proposal coming through, but really we don’t have much to do.

President Tarhule: Really?

Chairperson Horst: Yes, it made it through UCC.

Senator Cline: First reading!

President Tarhule: That is exciting.

Chairperson Horst: There is a rule that we have to have a senate meeting once a month, but other than that would people be interested in alternating in the fall two hours of committee meetings then two hours of senate meetings?

The group discussed changing the fall schedule to alternate committee meetings and senate meetings.

Suggestion by Senator Mainieri to have a 3-hour block from 6-9 PM, alternating internal committees and Academic Senate.

Senator Cline: We were talking about the Consent Agenda and there is a clock on the curriculum proposals once they had been circulated.

Chairperson Horst: Right, but that happens in the spring.

President Tarhule: Just to share of couple of thoughts, once of the things I am trying to encourage in the cabinet for our vice presidents to think about is- Universities must find a way to reduce the things they do. You know, when we look at the workload and we say everybody is overworked and we are really good at doing a lot of things. We are not good at finding a way to say… it’s a philosophical approach and the group might want to consider is it possible to do some things less? That’s just a general conceptual approach to a lot of things, but just we find it is pretty difficult for people to cut back. We keep taking on and taking on and taking on and pretty soon everybody is overloaded and overwhelmed. So I think it would be a nice experiment to try to see, but more specifically in my previous institution’s senate met once a month; I think what happened there was more work got done. It was where the major decisions were made; now people could still raise issues on the floor, but it was generally understood that more of the heavy lifting was in the committees. The general senate itself became where people could raise questions that were missing, but you didn’t go really interrogating the whole issue. Maybe consider giving more power to the committees in some way; the bigger message is we have to find a way to cut back, otherwise we will always be doing too much.

Senator Cline introduced discussion about introducing a committee on committees, or a sundown committee, and requests a taskforce on sundowning committees and looking at what can and can’t be removed.

Tarhule: When I meet with people one-on-one, I’m always asking them, do you have to do this every week or every other week? What are the low-value types of activities that don’t have time sensitive impact that you can extend the frequency with which you do them. It is actually not an easy thing to do, because we get used to doing these things, but it is essential. I’ve got everybody looking at where universities are headed and that is the one thing you see in every book you read. Universities have to find a way to reduce things that we typically just do naturally but if you look at the impact in fact it is pretty low and sometimes people wouldn’t notice if we didn’t do it. So if we are more intentional about, what is it that can wait, and what can’t wait? Getting into that mindset would be helpful and cutting back on some things. But we have got to cut back and that’s going to help the engagement of not just the Academic Senate, it is universities in general. We have too much work and it impacts morale, so find ways to reduce the work we do and keep in what is essential, obviously.

Chairperson Horst: If we cut a couple of Senate meetings and just scheduled committees, we could also cut a couple of executive committee meetings.

Chairperson Horst recommended that everyone look at the schedule and do some brainstorming; they will finalize the calendar at the next Exec meeting and present the calendar to the senate on May 8, 2024.

***Policy Review***

[***1.6 Religious Accommodations AAC?***](https://policy.illinoisstate.edu/conduct/1-1-6/)

Chairperson Horst noteed the AAC may be too busy with Gen-Ed reform, and asks if it can go the FAC or the SC.

President Tarhule: In the spirit the comment I made earlier, just something to think about, is there a triaging process that says, ‘Does it need change? Is there an issue in it that needs change?’ I’m sure that’s part of what comes from the evaluation, but maybe there are some policies for which somebody could look at it and say, ‘There is nothing to change here, we don’t actually have to take it through the whole process.’ That might just be another idea if we are thinking about how to have less work for us. Really it’s just policy, but I haven’t read it in details, but it’s really hard for me to think about whether it needs changes. We’ll probably still have the same construction. So those might be some of where you might say, ‘Hey, if someone has an issue about this, otherwise the triaging process suggests maybe the answer is ‘no immediate need.’ Doesn’t mean you don’t review it, but you might put it in like a second category where it is not urgent in focus.

Chairperson Horst: That would probably put a big burden on legal at the forefront, and so we would be waiting for legal before we can figure out if there is anything to change. That is kind of the initial thing that the committee does is figure out if there is anything, but I do appreciate that.

Senator Nikolaou points out the policy states 10 business days for a religious accommodation, but the website states 30 business days.

Further discussion of policy 1.6 was postponed until the next Executive Committee meeting.

[***2.2.1 Student Employment AAC?***](https://policy.illinoisstate.edu/students/2-2-1/)

Assigned to Student Caucus. Will be inputted into the Senate Action Request system once available.

Senator Nikolaou questioned whether the policy needs to say anything about student employees being required to reside in IL like with faculty and staff?

[***3.1.45 Recruitment AABC?***](https://policy.illinoisstate.edu/employee/general/3-1-45/)

Senator Cline: Should we ask legal if there is a reason this needs to be on the books?

Provost Yazedjian: The question is really do we need it, legally?

Further discussion of policy 3.1.45 was postponed until next time.

[***5.1.20 Alcohol Policy UPC?***](https://policy.illinoisstate.edu/health-safety/general/5-1-20/)

Assigned to UPC

The Executive Committee discussed whether or not this should remain a Senate item.

President Tarhule: Do you have to sign a form to sell, and I don’t know the answer to this, so we can consume alcohol on campus? So is the alcohol sale and use policy, is it a city or is it, what is governing our behavior? Is it a city law or a university law? Because I know we have to conform to the city laws. I don’t know whether this is layering on top of whatever the city already requires?

Chairperson Horst: We’ll assign it to the UPC. Maybe I will also try to ask legal, ‘Is this a state rule? Or town or city?’

[***2.1.25 Short-Term Emergency Student Loans***](https://policy.illinoisstate.edu/students/2-1-25/) ***SC?***

Assigned to Student Caucus

***Adjournment***

Motion to adjourn: Fulton

Second: Bonnell

Approval of meeting adjournment at: 5:09 PM

***Proposed* Academic Senate Meeting Agenda**

**Wednesday, April 24, 2024**

**7:00 P.M.**

**OLD MAIN ROOM, BONE STUDENT CENTER**

**Hard stop time 8:30 PM**

***Call to Order***

***Roll Call***

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

***Presentation: Recruitment and Retention of Underrepresented Students (Associate Vice President for Enrollment Management Jana Albrecht, Associate Vice President for Undergraduate Education Amy Hurd, and Associate Vice President for Student Affairs Danielle Miller-Schuster)***

***Approval of the Academic Senate minutes of March 6, 2024***

***Chairperson's Remarks***

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

***Administrators' Remarks***

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

***Action Items:***

***From Rick Valentin, Planning and Finance***

*5.1.19 University Violence Policy*

*4.11.24.04 5.1.19 University Violence Current*

*04.11.24.05 5.1.19 University Violence Markup*

*04.11.24.06 5.1.19 University Violence Clean*

***From Eduardo Monk, Jr., Student Caucus***

*2.1.27 Student Bereavement Policy*

*04.03.24.05 Policy 2.1.27 Student Bereavement Current Copy*

*04.03.24.06 Policy 2.1.27 Student Bereavement Mark Up Copy*

*04.03.24.07 Policy 2.1.27 Student Bereavement Clean Copy*

***From Kate Sheridan, University Policy Committee***

*Policy 3.3.12c Appendix to Code of Ethics – Involvement in Political Activities*

*03.28.24.06 Policy 3.3.12C\_UPC Memo\_AppendixC\_Involvement in Political Activities*

*03.28.24.04 Policy 3.3.12C (Current copy)*

*04.03.24.12 Policy 3.3.12C (Mark Up copy)*

*04.03.24.13 Policy 3.3.12C (Clean copy)*

*Policy 1.19 Protection of Minors*

*03.28.24.08 Policy 1.19 Protection of Minors\_ UPC Memo*

*03.28.24.09 Policy 1.19 (Current copy)*

*03.28.24.10 Policy 1.19 Protection of Minors (Mark Up Copy)*

*03.28.24.11 Policy 1.19 Protection of Minors (Clean Copy)*

***From Tracy Mainieri, Administrative Affairs and Budget Committee***

*Policy 3.2.13 Administrator Selection*

*03.29.24.05 AABC\_memo\_3.2.13*

*03.28.24.18 Policy 3.2.13 Administrator Selection and Search Policies (Current Copy)*

*03.28.24.19 Policy 3.2.13 Administrator Selection and Search Policies (Mark Up Copy)*

*03.28.24.20 Policy 3.2.13 Administrator Selection and Search Policies (Clean Copy)*

*Policy 3.2.16 Academic Dean Responsibilities, Appointment, Compensation, and Evaluations*

*03.29.24.01 3.2.16 Academic Dean responsibilities...Evaluations (Current Copy)*

*03.29.24.02 3.2.16 Academic Dean Responsibilities...Evaluations (Mark Up Copy)*

*03.29.24.03 3.2.16 Academic Dean Responsibilities...Evaluations (Clean Copy)*

*AIF Report*

*03.29.24.04 AABC AIF Report March 2024*

*03.29.24.06 Office of the Provost AIF Data Dashboard February 2024*

*03.29.24.07 Office of the Provost Annual AIF Report to the Senate February 2024*

***From Tom Lucey, Faculty Affairs Committee***

*Policy 4.1.11 Export Control*

*03.28.24.15 Policy 4.1.11 Export Control (Current Copy)*

*03.28.24.16 Policy 4.1.11 Export Control (Mark Up Copy)*

*03.28.24.17 Policy 4.1.11 Export Control (Clean Copy)*

*Policy 4.1.10 Intellectual Property*

*03.28.24.12 Policy 4.1.10 Intellectual Property (Current Copy)*

*03.28.24.13 4.1.10 Intellectual Property Policy (Markup Copy)*

*03.28.24.14 4.1.10 Intellectual Property Policy (Clean Copy)*

***From Martha Horst, Executive Committee***

*Article V Consent Agenda Proposed Revision*

*04.11.24.18 Article V Revisions to Consent Agenda Current*

*04.11.24.19 Article V Revisions to Consent Agenda Markup*

 *04.11.24.20 Article V Revisions to Consent Agenda Clean*

***~~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***