**Academic Senate Executive Committee Minutes**

**Monday, February 12, 2024**

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

***Chairperson Horst called the meeting to order at 4:02 pm. A quorum was established.***

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

***Approval of the minutes from January 16, 2024***

Motion to approve: Senator Fulton.

Second: Senator Blum M.

Minutes for the 1/16/24 meeting were unanimously approved.

***Oral Communications:***

Senator Horst announced that it is the last Executive Committee for Norsule Digema, and there will be a search. In the meantime, hold traditional summary minutes for the Executive Committee, and we will share the responsibility for the minutes when Senator Mainieri is unavailable. It is consistent with how minutes are held for the Board of Trustees. We will have transcription services for the Academic Senate meetings.

Four Presidential candidates for the senate-specific sessions.

The HLC Assurance Argument will go up for a vote of endorsement by the Senate on March 6 and is set to be approved by the Board of Trustees in May. It is a 35,000-word document, but we will not be making changes to it. Discussion ensued about whether the Executive Committee should see a draft or go directly to the Academic Senate. The Executive Committee decided to send it to the floor directly.

***Distributed Communications:***

***From Rick Valentin: Planning and Finance Committee (Information Item: 02/21/24)***

***02.08.24.01 Excellence by Design: 2024-2029 Illinois State University’s Strategic Plan***

The Strategic Plan is another document that we endorse but do not necessarily make changes. For any editorial changes, email Angela Engel. It will be placed on the next Senate agenda.

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

***02.09.24.04 Memo Bylaws Changes***

***External Committee Absences and Vacancies (Information Item: 02/21/24)***

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

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

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

Senator Blum discussed changes recommended by the Executive Committee for the external committee. One more than one-third can be convoluted if it is a fraction. Senator Horst suggested it should be more than a third. Another proposal was to include the number of absences as part of the appendix for external committees. Senator Nikolaou stated that stating three absences for external committees could be problematic, as some committees meet only two or three times a year, which means they can miss all meetings and not vacate their position. Specifying the number of absences in the Senate bylaws appendix would be helpful. Senator Blum will discuss these with the Rules Committee.

***Voting Procedures of the Academic Senate (Information Item: 02/21/24)***

***02.09.24.01 Voting Procedures of the Academic Senate (current)***

***02.09.24.02 Voting Procedures (mark up copy)***

***02.09.24.03 Voting Procedures (clean copy)***

Discussion of some editorial changes. Senator Horst suggested using majority language rather than 50 percent plus one. Discussion about how the number of people changes from one to the other ballot; current practice is that we do not ask individuals if they accept the nomination again on the second ballot unless they decide to withdraw their nomination. Codify that this practice is for elections. Senator Yazedjian pointed out that we can have someone who gets the most votes but has not received the majority of the votes. To be elected, someone needs to receive a simple majority. The language on Article V Procedures of the Academic Senate should be on a separate document from 6.6. I Voting Procedures. Discussion about clarifying the language that only people present and voting count toward calculating the majority.

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

 ***Policy 2.1.1 Student Records (Information Item: 02/21/24)***

***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)***

Senator Nikolaou mentioned that Alice Maginnis reviewed the policy, and all changes came from the law. Senator Horst recommended checking with the Data Governance Group in case they have any changes to the policy. Senator Nikolaou will check with Rachel Hart if they have any recommendations. The Procedures are removed from the policy but will be included in the Registrar’s website as the list of who keeps what record will be updated quicker than the policy.

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

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

***02.08.24.09 Final Course Grade Challenge (Mark Up Copy)***

***02.08.24.10 Final Course Grade Challenge (Clean Copy)***

Senator Nikolaou stated that the main change is to delete the Procedures portion, also included on the Provost’s website. Mike Gizzi, the chair of the final grade challenge appeals committee, contacted Senator Nikolaou to request that the procedures be adjusted. This request included requesting the syllabus, the communication with the faculty member, and the letter from the chair/director because several students do not know that they have to submit this information. Senator Horst asked whether the procedures would be just posted on the Provost’s website or if the Provost could change the procedures. Discussion ensued about the need for the committee to be included in the policy and the fact that the final appeal is to the Provost. Senator Blum M. asked whether the policy is for going from the fall to the spring semester and what happens for grade challenges for spring courses. Senator Yazedjian explained that students have ten days into the next semester, regardless of whether it is the fall or spring semester. Senator Horst wondered whether the Office of the Provost would be responsible for changing the procedures and making changes in the committee's composition. Senator Yazedjian recommended that the first date by which the process needs to start should be stated in the policy.

***Policy 2.1.20 Equitable Treatment of Students Participating in University Sponsored Activities (Information Item: 02/21/24)***

***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)***

Senator Nikolaou mentioned that the General Counsel recommended referring to arrangements rather than accommodation, clarifying that the Dean of Students Office is responsible for determining which activities are covered and cleaning up the language about high vs. low-profile activities. The Deans of Students also recommended not listing specific RSOs but referring to credit-generating courses.

***Policy 2.1.26 Student Absences Due to Service as a Volunteer Emergency Worker (Information Item: 02/21/24)***

***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)***

Senator Nikolaou mentioned that there are the same changes about arrangements rather than accommodations. The bottom of the policy also adds specific definitions per recommendations from Eric Hodges.

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

Motion to approve the agenda: Senator Fulton

Second: Senator Blum M.

The following changes were made to the agenda:

* Add under action items the changes to the Constitution.
* Remove the curriculum items.
* Move Student Records immediately after the Strategic Plan, continue with the Rules Committee items, and move to the Academic Affairs Committee items.
* 20 minutes for presentation of the athletics budget by Jeri Beggs and then questions.

The agenda, with the 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***

This item was postponed for the next Executive Committee meeting on February 26, 2024.

***Policy Review***

***2.1.10*** [***Deans’ List***](https://policy.illinoisstate.edu/students/2-1-10/) ***(Academic Affairs Committee)***

The item was assigned to the Academic Affairs Committee.

***1.7*** [***Use of Electronic Equipment for Surveillance Purposes***](https://policy.illinoisstate.edu/conduct/1-1-7/) ***(University Policy Committee)***

The item was assigned to the University Policy Committee.

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

The item was assigned to the Academic Affairs Committee and will work with the Financial Aid office and Bridget Curl.

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

This item was postponed for the next Executive Committee meeting on February 26, 2024.

***Adjournment***

Motion to adjourn: Senator Fulton

Second: Senator Blum M.

Unanimous

Chairperson Horst adjourned the meeting at 5:14 pm.

***Proposed* Academic Senate Meeting Agenda**

**Wednesday, February 21, 2024**

**7:00 pm**

**OLD MAIN ROOM, BONE STUDENT CENTER**

**HARD STOP: 9:00 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: Athletics Update – Interim Director of Intercollegiate Athletics Jeri Beggs***

***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 Petree***

***Action Items:***

***From Eduardo Monk: Student Caucus***

***01.25.24.01 Policy 2.1.17 Residency Status (Current Copy)***

***01.25.24.01 Policy 2.1.17 Residency Status (Mark Up)***

***01.25.24.01 Policy 2.1.17 Residency Status (Clean Copy)***

***01.23.24.01 Policy 5.1.13 Anti-Hazing (Current Copy)***

***01.23.24.02 Policy 5.1.13 Anti-Hazing (Mark Up)***

***01.23.24.03 Policy 5.1.13 Anti-Hazing (Clean Copy)***

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

***01.25.24.04 2024 Admissions Proposed Catalog (Current Copy)***

***01.25.24.05 2024 Admissions Proposed Catalog (Mark Up)***

***01.25.24.06 2024 Admissions Proposed Catalog (Clean Copy)***

***01.25.24.10 Policy 4.1.18 Credit Earned through Transfer, Examination, and Prior Learning (Current Copy)***

***01.25.24.11 Policy 4.1.18 Credit Earned through Transfer, Examination, and Prior Learning (Mark Up)***

***01.25.24.12 Policy 4.1.18 Credit Earned through Transfer, Examination, and Prior Learning (Clean Copy)***

***Information Items:***

***From Rick Valentin: Planning and Finance Committee***

***02.08.24.01 Excellence by Design: 2024-2029 Illinois State University’s Strategic Plan***

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

***02.09.24.04 Memo Bylaws Changes***

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

***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***