**Academic Senate Executive Committee** **Agenda**

**Monday, January 29, 2024**

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

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

There was no public comment.

***Oral Communications:***

***Discussion regarding operational necessity and classroom instruction (See*** [***policy 3.3.12a***](https://policy.illinoisstate.edu/employee/faculty/3-3-12a/)***)***

Chairperson Horst discussed a conversation she had with Provost Yazedjian regarding the application of Personal Plus Time to faculty. She discussed forwarding the issue to the University Policy Committee, which already has policy 3.3.12a on their Issues Pending List. There is disagreement as to who would define “operational necessity” for faculty. She asked the Executive Committee whether or not they would advise trying to revise policy 3.3.12a or policy 3.1.52 Personal Plus Time.

It was unclear why policy 3.3.12a contains language regarding how to report absences. Senators Nikolaou and Horst suggested the following language be included in policy 3.3.12a:

“Faculty should notify their students and the department based on department-specified processes and complete any required HR forms, if necessary.”

Senator Mainieri advocated for both policies to be revised.

Acting Provost Yazedjian described guidance that she gave to deans regarding this issue. “ Policy 3.1.52 requires instructors to alert their chair/director at least seven days prior to the requested time, or as soon as possible in the advent of an emergency. A discussion with the instructor about how learning objectives will be achieved during the absence should occur, similar to utilizing PERS 943 form. If learning objectives would not be achieved during the absence, the use of PPT would not normally be approved, and use of PPT during finals week will not normally be approved.”

In the correspondence, operational necessity for faculty was defined as submitting grades and supervision of students while off-campus. The Acting Provost advised to move forward with a guidance document only and wait until the legislative session is over.

Senator Mainieri wondered if this guidance was shared with faculty. The Acting Provost stated that this question had not been resolved.

Senator Horst requested that this information be shared with the Academic Senate.

Senator Horst stated that she would email the chair of the UPC the proposed language from herself and Senator Nikolaou.

***Distributed Communications:***

***From Eduardo Monk: Student Caucus (Information Item: 02/07/24)***

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

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

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

Senator Monk reviewed the Student Caucus’ work on this policy. Senator Horst requested that the Caucus work on formatting the document.

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

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

Senator Monk reviewed the Student Caucus’ additional work on this policy after consulting with Legal. Specifics were added to the definition of hazing.

***From Dimitrios Nikolaou: Academic Affairs Committee (Information Items: 02/07/24)***

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

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

Senator Horst summarized the changes to this document. Senator Nikolaou, via phone, requested that his committee have more time to work on 4.1.20, 2.1.20, and 2.1.26. He thought that the Admissions Proposed Catalog copy and policy 4.1.18 were ready for the floor.

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

***01.25.24.08 Policy 4.1.20 Final Course Grade Challenge Policy (Mark Up)***

***01.25.24.09 Policy 4.1.20 Final Course Grade Challenge Policy (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)***

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

***01.25.24.14 Policy 2.1.20 Equitable Treatment of Students Participating in University Sponsored Activities(Mark Up)***

***01.25.24.15 Policy 2.1.20 Equitable Treatment of Students Participating in University Sponsored Activities(Clean Copy)***

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

***01.25.24.17 Policy 2.1.26 Student Absences Due to Service as a Volunteer Emergency Worker (Mark Up)***

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

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

Senator Blum made a motion to approve the agenda. Senator Fulton seconded the motion. The agenda was approved as amended (see below).

***Proposed MCN college council bylaws chances From Nancy Novotny (Dist. To Rules Committee)***

After discussing some proposed amendments, the Executive Committee forwarded this item to the Rules Committee.

***Student Code of Conduct (Dist. To Student Caucus)***

***12.08.23.01 Memorandum of student code of conduct process since 2015 from Martha Horst***

***12.08.23.02 Code of Student Conduct revisions Consulting Firm from Andy Morgan***

Senator Horst expressed concern that the SGA agreed with the approach to revising the Code of Student Conduct that has been outlined by Dean Andy Morgan. Senator Monk described how focus groups will be involved. There will also be a survey. SGA expressed that they were “happy” with the proposed process.

***Discussion of the Senate Timing Survey***

***11.16.23.01 Academic Senate Timing Survey Results***

***11.16.23.02 Resolution number 7 from SGA (Eduardo Monk)***

Senator Cline forwarded some comments ahead of time about this issue that Senator Horst read. Cline expressed concern about the workload of the Senate. She wants the faculty as a whole to be represented. Senate may exclude some faculty members from certain demographics. She stated that ISU is the only senate in the IL public university group that has such long meetings and meeting times that occur outside business hours.

Senator Nikolaou did not express interest in changing the meeting time.

Senator C. Blum stated that the makeup of the Academic Senate at ISU dictated different meeting times. The Senate is 40% students, which is unique.

Senator M. Blum agreed. ISU’s senate has major representation from students.

Senator Fulton thought that changing the time would make it difficult to find representatives from the School of Art of the Mennonite College of Nursing. Senator Horst stated that School of Music students have difficulty attending meetings at night.

Senator Mainieri highlighted other aspects of the survey. She wondered if it was wise to change the time, given the advent of the union. She stated that other universities had free blocks of time for both students and faculty. She thought that we should keep the data and acknowledge some of the issues brought up in the survey.

Senator Bonnell wished to continue defer to the students when setting the time of the Senate meetings. She was surprised that many ISU people are not aware of what the Senate does.

Senator Mainieri asked about how other entities at other universities meet over zoom. Senator Horst stated that our Legal department’s interpretation of the OMA did not allow it, necessarily. As well, several public university senate chairs have stated that they wish to discontinue the practice.

Senator Horst wondered if some full senate meetings could be cancelled in the fall. She also wondered if full administrator remarks were necessary at every meeting. Senator Bonnell thought that the administrator remarks did not take up much time and were important.

Senator Horst wondered if the Academic Senate could limit the number of presentations. The committee agreed that they would like to table this item and discuss it further in the future.

***01.24.24.01 Email from Noel-Elkins Amelia School Street Food Pantry***

Senator Mainieri volunteered to organize the Academic Senate food pantry drive. The drive will occur on February 21, 2024.

***01.22.24.01 E-learning Email From James J Pancrazio***

Senator Pancrazio wondered if ISU could do e-learning during bad weather events. Acting Provost Yazedjian stated: 1) during administrative closure, all other supports for students (such as IT support) are not available; 2) students might not have access to devices or broadband; 3)students may need to travel to access the internet, which would not be good. Even if a small handful of students are impacted, this would not be acceptable. Further, some classes, such as biology lab, would get off of schedule if they met. Senator Mainieri brought up the impact the decision would have on faculty. Senator Horst stated that faculty would have to have advanced computer equipment ready to go at their homes, with no warning. Senator Blum did not think e-learning was really effective. Senator M. Blum stated that she does not have good wi-fi. She thought it would be hard to do school work, especially since she shares a house with other students. Acting Provost Yazedjian stated that 3/4th of our students do not live on campus. Students were slipping as they were walking off-campus.

Senator Horst asked about distance education requirements and computers. There are not similar expectations for in-person learners.

The committee decided not to forward the issue to an internal committee.

***12.04.23.01 Disassociating the Financial Implications Form email from Cooper Cutting (Dist. To Academic Affairs Committee)***

***Proposed Financial Form***

Senator Horst talked about the history of the FIF, and Cooper Cutting’s request to disassociate it from the Senate. The form would be required by the curricular process. Senator Mainieri wondered if the form would become advisory. Acting Provost said that she could see it as an advisory form or not. She wondered about the order of the signatures on the form. She stated that the form follows IBHE requirements listed on their application form for new programs. Senator Horst also asked that it would be an advisory item. Senator Mainieri wondered if the Senate should be worried about an item such as a form. She suggested that the Senate be advised if the form went away, not the content of the form. Acting Provost wondered if it could be advisory if they changed the process.

Senator Horst stated that she did not think that the Executive Committee could make this determination. She advocated for forwarding the issue to the Academic Senate. Senator Mainieri thought that the decision was equivalent to whether or not a policy was a Senate policy. Senator Mainieri asked that the Executive Committee send the decision straight to the floor. The committee agreed.

***Adjournment***

Senator Beddow made a motion; Senator Fulton seconded. The motion was approved.

Respectfully Submitted,

Martha Horst

Chair, Academic Senate

***Proposed* Academic Senate Meeting Agenda**

**Wednesday, February 7, 2024**

**7:00 P.M.**

**OLD MAIN ROOM, BONE STUDENT CENTER**

**Hard Stop: 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: Athletics Update and Athletics External Audit Report - Jeri Beggs, Director of Athletics~~***

***Approval of the Academic Senate minutes of 12/06/23 and 01/24/24***

***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 ~~Stephens~~ Petree***

***~~Consent Agenda: (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.)~~***

* ***~~Business:~~*** [***~~Traditional Business Administration~~***](https://academicsenate.illinoisstate.edu/consent/Traditional%20Business%20Administration%20-%20Curriculum%20Forms%20New%20Program.pdf)
* ***~~Accounting:~~*** [***~~Online Business Administration~~***](https://academicsenate.illinoisstate.edu/consent/Online%20Business%20Administration%20-%20Curriculum%20Forms%20New%20Program.pdf)

***Action Items:***

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

***12.07.23.01 Mission Statement (Current Copy)***

***12.07.23.02 Mission Statement (Mark Up)***

***12.07.23.03 Mission Statement Draft - Task Force Approved 11-10-23 Clean Copy***

***11.08.23.01 Policy 6.1.40 Unmanned Aircraft Systems Current Copy***

***11.08.23.02 Policy 6.1.40 Unmanned Aircraft System Mark Up***

***11.08.23.03 Policy 6.1.40 Unmanned Aircraft Systems Clean Copy***

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

***01.11.24.09 Article IV chair of Senate Rules (Current Copy)***

***01.11.24.10 Article IV chair of Senate Rules (Mark Up)***

***01.11.24.11 Article IV chair of Senate Rules (Clean Copy)***

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

***12.27.23.01 Policy 4.1.5 Final Examinations (Current Copy)***

***12.27.23.02 Policy 4.1.5 Final Examinations (Mark Up)***

***12.27.23.03 Policy 4.1.5 Final Examinations (Clean Copy)***

***Information Items:***

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

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***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***

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

***01.11.24.05 Memo Bylaws Changes***

***~~01.11.24.06 Voting Procedures of the Academic Senate (Current Copy)~~***

***~~01.11.24.07 Voting Procedures of the Academic Senate (Mark Up)~~***

***~~01.11.24.08 Voting Procedures of the Academic Senate (Clean Copy)~~***

***01.11.24.12 External Committee Absences and Vacancies policy (Current Copy)***

***01.11.24.13 External Committee Absences and Vacancies policy (Mark Up)***

***01.11.24.14 External Committee Absences and Vacancies policy (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***