**Academic Senate Executive Committee Minutes**

**MONDAY, February 27, 2023**

**Approved**

*No Recording Available Due to Technical Difficulties*

***Call to Order***

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

***Public Comment***

None.

***Approval of Executive Committee minutes from January 30, 2023 and February 13, 2023.***

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

***Oral Communication:***

***Discussed in Canvas Advisory Group: Could we improve the process for granting access for new faculty to the university computer systems?  Could they receive a ulid at the point of receiving a contract?***

This item was postponed.

***Do these Searches need a separate Shared Governance session?***

* ***AVP for Faculty Development, Diversity and Learning***
* ***Chair of Electrical Engineering***
* ***Chair of Mechanical Engineering***

The committee decided that a separate shared government session is not necessary for these three searches.

***Distributed Communications:***

***From Martha Horst:***

***Discussion of A/P and Civil Service Councils merger***

***02.22.23.05 Staff Councils Draft***

Senator Horst informed the committee that she met with the A/P and Civil Service Council members to discuss their proposal to disestablish these two councils and form a unified “Staff Council.” They will propose constitutional language in the future to do this. They will simultaneously propose amendments to the language describing Campus Communication Committee membership and the Academic Senate membership language. Chairperson Horst offered advice to them on the Senate process for approval of these amendments.

Senator Mainieri reminded the committee of a past request of A/P and Civil Service Council to increase representation on the Senate and on the Executive Committee. Senator Horst said they are no longer advocating for that proposal. They are now focused on this because their body has changed drastically. There was discussion of the Academic Senate Bylaws proposal to add A/P or Civil Service Council liaisons to various committees. Senator Blum said Article VI proposed revisions has staff liaisons.

***From Janet Tulley: (Information Item 03/08/23)***

***02.22.23.01 Creative Technologies School proposal
02.22.23.02 CTK Budget Presentation
02.22.23.03 FIF CTK***

Senator Horst reminded the committee of the Wonsook Kim College of Fine Arts’ proposal to create a new school. At the last meeting, the Executive Committee discussed sending this proposal straight to the floor and offered suggestions regarding what documents should be provided to the Academic Senate. Senator Mainieri indicated the documents provided in the Executive Committee packet were sufficient.

The committee agreed this should go straight to the floor.

Senator Nikolaou indicated he would have questions from the floor regarding expected growth.

Senator Horst informed the committee this needs to be an Information Item and then an Action Item; after Academic Senate approval, it will then go to the Board of Trustees.

***From Administrative Affairs and Budget Committee: (Information/Action Item 03/08/23)***

***02.23.23.07 Policy 1.3.1 Reasonable Accommodation Procedures\_Current Copy***

***02.23.23.08 Policy 1.3.1 Reasonable Accommodation Procedures\_Mark Up***

***02.23.23.09 Policy 1.3.1 Reasonable Accommodation Procedures\_Clean Copy***

Senator Nikolaou discussed the main changes to policy 1.3.1; this draft clarifies that units other than academic units may be notified by OEOA. There were no other questions from the floor when this item was presented as an Information Item in November, 2022. The proposed revisions were approved by OEOA and HR.

Senator Horst discussed how the revisions addressed a unit like the Academic Senate. The new draft uses the phrase “other than departments.” Senator Nikolaou said it’s not necessarily academic unit; it’s any unit in the University. The term department is the same as unit. Senator Mainieri suggested just changing department to unit. Senator Nikolaou said HR said department for HR purposes is not limited to academic departments/schools, but it includes all units within the University . Senator Horst asked Senator Nikolaou to ask HR what the Senate would be, a unit or a department.

***From Jeannie Barrett: why would procedures for matters of legal compliance be revised/approved by the AS?***

***12.05.22.01 Rationale for keeping 1.3.1***

The committee decided policy 1.3.1 Reasonable Accommodations Procedure is a non-senate “advisory” policy, meaning that notification to the Senate is required if it is revised in the future.

***From Rules Committee: (Information Item 03/08/23)***

***02.23.23.16 Memo for Graduate Council Bylaws***

***02.23.23.17 Graduate School Bylaws\_Current Copy***

***02.23.23.18 Graduate School Bylaws\_Mark Up***

***02.23.23.19 Graduate School Bylaws\_Clean Copy***

Senator Blum reviewed the comments submitted by the Executive Committee via the Mark\_Up version of the Graduate Schools Bylaws. The committee discussed aspects of the proposed language requiring that associate members of the Graduate School wait three years before receiving full Graduate faculty status. Senator Blum discussed some of the conversations the Rules Committee had with Director Selkow regarding this proposed revision. He also discussed standards used by other universities. Senator Blum stated that the editorial changes would be viewed as friendly amendments. Senator Nikolaou asked about the distinction between elected and appointed members as listed in the proposed Bylaws. The committee requested that Director Noelle Selkow be present when this item is discussed at the Academic Senate.

Senator Horst discussed the timeline for approving this document by the Senate and the Graduate School faculty.

***From Rules Committee: (Information Item 03/08/23)***

***02.24.23.01 Academic Senate Bylaws Executive Summary Memo
02.23.23.23 Article III\_Section 5 Vacancies and Absenses\_Academic Senate Bylaws\_Current Copy***

***02.23.23.24 Article III\_Section 5 Vacancies and Absenses\_Academic Senate Bylaws\_Mark Up***

***02.23.23.25 Article III\_Section 5 Vacancies and Absenses\_Academic Senate Bylaws\_Clean Copy***

Senator Blum stated that the proposed changes to Article III attempt to align and clarify the attendance language for both Senate meetings and the internal committee meetings. Senator Horst found the “unique circumstance” phrase vague, pointing out that everyone has a unique circumstance. The term extenuating may be more appropriate. Senator Blum said maybe unique isn’t the right word; extenuating is fine. Senator Garrahy and Mainieri agreed. Senator Nikolaou reminded the committee that if they send in documentation, the Executive Committee will take that into consideration.

Senator Nikolaou asked about the intention behind being absent from five Senate meetings or from five standing internal committee meetings, and whether the intention was to capture Academic Senate meetings or Academic Senate meeting nights. Senator Garrahy expressed concern regarding increasing the absences and making quorum. Senator Horst reminded the committee that this is the language the committee voted on. Senator Blum said the Rules Committee wouldn’t be opposed to a suggestion of reducing it. Cera Hazelrigg sent the committee historical data regarding senator absences. The Rules Committee reviewed this data and used it to determine the number being proposed.

President Tarhule asked if it got rid of the excused absences. Senator Blum said it doesn’t make that discrimination. Senator Horst gave the example that if you have a class and can’t make Senate all semester, you should probably vacate your seat. Senator Blum reiterated the committee’s conversation regarding the need for present members.

Senator Horst pointed out that this is an important change and that it needs to be approved before the beginning of the next Academic Senate session.

***02.23.23.26 Article VI\_Academic Senate Bylaws\_Current Copy***

***02.23.23.27 Article VI\_Academic Senate Bylaws\_Mark Up***

***02.23.23.28 Article VI\_Academic Senate Bylaws\_Clean Copy***

Senator Cline conveyed her concerns to Senator Horst regarding liaisons. Senator Horst had concerns regarding the description of Executive Committee members. She reminded Senator Blum that Legal requested language regarding minimums on public comment for internal committees.

Senator Myers mentioned that Section 6. P. refers to quorum and voting procedures but doesn’t talk about agendas. He suggested putting voting procedures and agendas procedures separately.

There was discussion regarding “public displayed” agendas, which is a requirement of the Open Meetings Act. Senator Horst mentioned the complication this adds to SGA meetings if they remain an internal committee of the Senate.

The discussion turned to the Senate Bylaws description of SGA members as elected student senators. SGA is a mixed organization of senators and ex-officio members; another term may be more appropriate. Senator Holmes noticed that it doesn’t spell out Student Body President, Vice President, advisors, etc. Senator Blum said that the SGA feedback the Rules Committee received was that it’s going to be this narrow group. The absence policy says it’s not about the greater part of SGA, it’s for the senators. Senator Horst asked if that was the Assembly of SGA. Senator Myers said the SGA has language that says the senators are the Assembly; the group discussed whether this was a more appropriate name for the internal committee. Senator Nikolaou mentioned that this would take a constitution change if we are to change the name of Student Government Association. Senator Blum thought one could define the internal committee without changing the constitution by just changing the language to Assembly. Senator Horst suggested Senator Myers send language to Senator Blum and asked if Senator Walsh supports this change in language. Senator Myers said the SGA wants the Assembly as an internal committee. Senator Holmes pointed out that they only have one meeting; they don’t have separate meetings. Senator Myers said he didn’t know why ex-officios can’t vote in SGA. Senator Blum pointed out that if the Assembly met as the part of the larger body, it would still need to comply with Open Meeting Act. Senator Horst suggested scheduling a separate meeting with members of the SGA, the Rules Committee Chair and the Senate Chair to hash this out.

The committee decided that this item was not ready for the senate floor.

***02.23.23.20 Appendix II Academic Senate Bylaws\_Current Copy
02.23.23.21 Appendix II Academic Senate Bylaws\_Mark Up***

***02.23.23.22 Appendix II Academic Senate Bylaws\_Clean Copy***

Senator Mainieri suggested that this policy discussion wait until the previous issues were fixed. Senator Horst agreed, pointing out she is pushing for this new committee. Senator Mainieri suggested pulling out the new committee language and voting on this policy. Senator Blum argued that the new committee is tied to all the other proposed changes coming. He suggested having a meeting with SGA to fix the previously mentioned issues and from there.

***From Administrative Affairs and Budget Committee: (Information Item 03/08/23)***

***02.23.23.13 MCN Dean Evaluation Form\_Current Copy***

***02.23.23.14 MCN Dean Evaluation Form\_Mark Up***

***02.23.23.15 MCN Dean Evaluation Form\_Clean Copy***

Senator Nikolaou introduced proposed changes to this form. Senator Cline asked if the MCN Senator was involved in this revision and Senator Nikolaou indicated that she was.

***From Administrative Affairs and Budget Committee: (Information Item 03/08/23)***

***02.23.23.10 Policy 1.11 Academic Calendar\_Current Copy
02.23.23.11 Policy 1.11 Academic Calendar\_Mark Up***

***02.23.23.12 Policy 1.11 Academic Calendar\_Clean Copy***

Senator Nikolaou thanked Senator Horst for her suggested language clarifying whether or not assignments may be submitted during academic closures. If the President says it’s a snow day, no assignments may be due. Horst recommended that the policy include language that states that the Senate “endorse” the calendar. HR recommended no more than 30 calendar days for review and approval of the calendar.

***From Academic Affairs Committee: (Information Item 03/08/23)***

***02.23.23.01 Policy 2.1.9 Baccalaureate Degree Programs\_Current Copy
02.23.23.02 Policy 2.1.9 Baccalaureate Degree Programs\_Mark Up
02.23.23.03 Policy 2.1.9 Baccalaureate Degree Programs\_Clean Copy***

Senator Mainieri said the committee took out redundancies and procedural language. Senator Horst suggested that a memo Amy Hurd created should accompany this item.

***From Planning and Finance Committee: (Information Item 03/08/23)***

***02.23.23.04 Policy 5.1.21 Advertisement or Sponsorship of Activities, Events, or Programs\_Current Copy***

***02.23.23.05 Policy 5.1.21 Advertisement or Sponsorship of Activities, Events, or Programs\_Mark Up***

***02.23.23.06 Policy 5.1.21 Advertisement or Sponsorship of Activities, Events, or Programs\_Clean Copy***Senator Horst informed the committee that these changes were coming from the President’s Cabinet, have been reviewed by Legal, and were approved by the Planning and Finance committee.

***From Faculty Affairs Committee: (Information Item 03/08/23)***

***01.26.23.07 Policy 3.2.14 Assignment of Person Holding Faculty Rank\_Current Copy
02.23.23.30 Policy 3.2.14 Assignment of Person Holding Faculty Rank\_Mark Up
02.23.23.31 Policy 3.2.14 Assignment of Person Holding Faculty Rank\_Clean Copy***Senator Horst reminded the committee that they have reviewed this before. There was concern that HR and the Provost office had not reviewed it. Senator Horst would find out.Senators Nikolaou had concerns that this policy language is contradictory to the policy for chairs and deans. Senator Horst said this is for acting chairs and acting deans. Senator Nikolaou stated that we need to check whether the intention of policy 3.2.14 was to cover acting/interim chairs and deans, or not.

***From Faculty Affairs Committee: (Information Item 03/08/23)***

***01.26.23.09 Policy 3.3.10 Termination Notification of Faculty\_Current Copy
02.23.23.32 Policy 3.3.10 Termination Notification of Faculty\_Mark Up
02.23.23.33 Policy 3.3.10 Termination Notification of Faculty\_Clean Copy***

Senator Nikolaou suggested including ASPT references and using the phrase collective bargaining agreement.

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

***Proposed* Academic Senate Meeting Agenda**

**Wednesday, March 8, 2023**

**7:00 P.M.
Old Main, 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.***

***Approval of the Academic Senate minutes of February 8, 2023, and February 22, 2023***

***Chairperson's Remarks***

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

***Administrators' Remarks:***

* ***Interim President Aondover Tarhule***
* ***Update on Policy*** [***1.2 Anti-Harassment and Non-Discrimination Policy***](https://policy.illinoisstate.edu/conduct/1-1-2.shtml)***-Crown Act changes (Interim Director of Equal Opportunity and Access, and Title IX Coordinator Debora Piovvezan Barbosa Avelino)***
* ***Acting Provost Ani Yazedjian***
* ***Vice President for Student Affairs Levester Johnson- Excused***
* ***Vice President for Finance and Planning Dan Stephens***

***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.)***

* ***English:*** [***Literary and Cultural Studies Sequence***](https://academicsenate.illinoisstate.edu/consent/2023-02%20Literary%20and%20Cultural%20Studies%20Sequence.pdf)

***Action Item:***

***From Administrative Affairs and Budget Committee:***

***02.23.23.07 Policy 1.3.1 Reasonable Accommodation Procedures\_Current Copy***

***02.23.23.08 Policy 1.3.1 Reasonable Accommodation Procedures\_Mark Up***

***02.23.23.09 Policy 1.3.1 Reasonable Accommodation Procedures\_Clean Copy***

***Information Items:***

***From Executive Committee:***

***02.22.23.01 Creative Technologies School proposal
02.22.23.02 CTK Budget Presentation
02.22.23.03 FIF CTK***

***From Rules Committee: (Information Item 03/08/23)***

***02.23.23.16 Memo for Graduate Council Bylaws***

***02.23.23.17 Graduate School Bylaws\_Current Copy***

***02.23.23.18 Graduate School Bylaws\_Mark Up***

***02.23.23.19 Graduate School Bylaws\_Clean Copy***

***From Rules Committee:***

***02.24.23.01 Academic Senate Bylaws Executive Summary Memo
02.23.23.23 Article III\_Section 5 Vacancies and Absenses\_Academic Senate Bylaws\_Current Copy***

***02.23.23.24 Article III\_Section 5 Vacancies and Absenses\_Academic Senate Bylaws\_Mark Up***

***02.23.23.25 Article III\_Section 5 Vacancies and Absenses\_Academic Senate Bylaws\_Clean Copy***

***From Academic Affairs Committee:***

***Memo From Amy Hurd***

***02.23.23.01 Policy 2.1.9 Baccalaureate Degree Programs\_Current Copy
02.23.23.02 Policy 2.1.9 Baccalaureate Degree Programs\_Mark Up
02.23.23.03 Policy 2.1.9 Baccalaureate Degree Programs\_Clean Copy***

***From Planning and Finance Committee:***

***02.23.23.04 Policy 5.1.21 Advertisement or Sponsorship of Activities, Events, or Programs\_Current Copy***

***02.23.23.05 Policy 5.1.21 Advertisement or Sponsorship of Activities, Events, or Programs\_Mark Up***

***02.23.23.06 Policy 5.1.21 Advertisement or Sponsorship of Activities, Events, or Programs\_Clean Copy***

***Internal Committee Reports:***

* ***Academic Affairs Committee: Senator Cline***
* ***Administrative Affairs and Budget Committee: Senator Nikolaou***
* ***Faculty Affairs Committee: Senator Smudde***
* ***Planning and Finance Committee: Senator Valentin***
* ***Rules Committee: Senator Blum***

***Communications***

***Adjournment or Hard Stop 9:30 p.m.***

Motion by Senator Myers, seconded by Senator Holmes, to approve the proposed agenda. The motion was approved, as amended***.***

***Adjournment***

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

***Attendance:***

|  |  |
| --- | --- |
| ***Martha Horst***- Chairperson- WKCFA Faculty | Present |
| ***Patrick Walsh-*** Vice Chair and Student Body President | Excused |
| ***Dimitrios Nikolaou-*** Secretary-CAS Faculty | Present |
| ***Craig Blum-*** COE Faculty | Present |
| ***Lea Cline***- WKCFA Faculty | Excused |
| ***Deb Garrahy***- CAST Faculty | Present |
| ***Tracy Mainieri***- CAST Faculty | Present |
| ***Zoe Smith-***Secretary of the SGA Assembly | Excused |
| ***Braxton Myers***- President of the SGA Assembly | Present |
| ***Interim President Aondover Tarhule***- Ex-officio non-voting | Excused |
| ***Acting Provost Ani Yazedjian***- Ex-officio non-voting  | Present |