**Academic Senate Executive Committee Minutes**

**MONDAY, February 21, 2022**

**Approved**

***Call to Order***

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

***Public Comment:*** None.

***Approval of the Executive Committee minutes of January 24, 2022.***

Motion by Senator Cline, seconded by Senator Stewart, to approve the minutes. The motion was unanimously approved.

***Oral Communication:***

Senator Horst: We have a General Counsel Search going on. This time, as opposed to opening it up to the entire Senate, because of the close communication that the committee chairs and the Executive Committee have with the General Counsel, I thought it important to have a smaller group. The A/P and Civil Service leaders will be there as well. We have 30 minutes of a shared governance session. It will be held in this room. It can be in person or with the Zoom capability, if people so choose. So, I’m calling it hybrid. February 25 at 4:00 p.m., February 28 at 4:00 p.m., March 1 at 4:00 p.m., and March 2 at 4:00 p.m. If some of you could make it, that would be great. I think it’s particularly important because of how close we work with the General Counsel. It’s great that they are giving us this opportunity.

I met with the Council of Illinois University Senates on the snow day, which was Thursday. It’s a group of other faculty chairs, academic chairs. It’s a group of all the leaders of the state institutions. I will report that we had a lot of discussion about the Open Meetings Act, quorum and the definition of quorum came up, the structure and the different structures of the universities. Mask mandates. As you saw, Northern Illinois actually passed some of that mandate or came up with the language of some of the mandate a week ago. So, I’m just reporting on the conversation we had.

***Distributed Communications:***

***From Office of General Council: (Information Item 03/02/22)***

***01.26.22.02 Policy 5.1.5 Drug-Free Schools and Communities Act Drug-Free Workplace Act Policy Current Copy
02.18.22.04 Policy 5.1.5 Drug-Free Schools and Communities Act/Drug-Free Workplace Act\_Mark Up***

***02.18.22.03 Policy 5.1.5 Drug-Free Schools and Communities Act\_ Drug-Free Workplace Act\_Clean Copy***

Senator Horst: I met with Wendy Smith and Janice Bonneville regarding policy 5.1.5. There is lots of intersecting laws regarding this policy. But we had some good conversations just to try to make the concepts that they are getting at clearer. Where the red is on page 1, that all is trying to articulate that there are controlled substances that could potentially be prescribed by a physician, and in some circumstances, but not all, the way I understand it is that the federal and state laws apply to the University. So, we tried to make that language clearer, because Dimitrios and I were both confused. I kept on reading Oxycodone in that sentence, and if you had a prescription, you should be able to consume that on university property. So, they zeroed in specifically on cannabis, and cleaned up that language.

Senator Cline: If an individual has a prescription for cannabis than that is excluded from this?

Senator Horst: I don’t believe so, but Wendy Smith needs to address these questions. But I believe, “the sale, delivery, possession, or consumption of a controlled substance is prohibited under applicable laws if prohibited on university property or an association with any university related duties or activities.”

Senator Cline: It seems like the exception exists if the person has been prescribed by a physician.

Senator Horst: But I would rather that go through Legal.

Senator Cline: Okay.

Senator Horst: Just because it’s particular confusing with marijuana. I’m just going to say that. It’s particularly confusing.

Senator Cline: Yeah.

Senator Horst: But I thought it clearer to add “if prohibited under applicable laws”. The consumption of a controlled substance if prohibited under applicable laws, that was the federal law they were bringing in at that point. So, that’s where I think it’s not allowed on university property. But I will allow the lawyers to answer it.

Senator Cline: Yeah. It’s just a sticky issue in local law also.

Senator Horst: Yeah. And then she elaborated on our comments regarding the change to the civil service administrative rules under Employees. They addressed some of your edits. They took some of your edits but not all of them. They clarified that the RSP notification timing is five business days from the date of conviction, but then 3.1.30 notification is different. So, that’s what we tried to clarify those parts -- particularly the ones that Dimitrios brought up.

Senator Stewart: I had a question about that last bit, university policy 3.1.30 section. It used to say that you had to inform HR immediately, and immediately has been crossed out. But then it says failure to provide information might result in disciplinary action. Do we need a time frame of some kind in there?

Senator Horst: But, again, it’s what it says. I know Janice, in the meeting, looked up 3.1.30 and came up with the language regarding the timing based on 3.1.30.

Senator Stewart: Okay. I looked through 3.1.30 and I didn’t see anything about a time frame but maybe I missed it.

Senator Horst: I think that’s why they took out the immediately.

Senator Stewart: Okay.

Senator Horst: Because there were different notifications for the RSP notification versus the criminal background investigation notification. So, I believe that’s why she took out the word immediately.

Senator Stewart: Okay. I guess I’m just worried that without a clear timeline, somebody might in good faith be intending to notify HR, but they missed some deadline that’s not stated, and suddenly now they are being charged with failing to provide information.

Senator Horst: So, then we would have to change 3.1.30.

Senator Stewart: Okay. Maybe that’s the thing to do.

Senator Horst: But that sounds like a good question, because her office is administering that. Do we think it’s ready to go to the floor? And again, the paragraph about consumption of medical marijuana is very tricky and I look forward to hearing Wendy’s further explanation.

Senator Cline: I’m not even sure you can get a prescription anymore now in Illinois now that it’s legal. I guess maybe you can for insurance purposes. I don’t know.

Senator Otto: It’s not a controlled substance in Illinois anymore.

Senator Cline: Right. That’s what I mean.

Senator Spranger: There’s medical use and recreational use.

Senator Otto: It doesn’t fall under that.

Senator Cline: But it falls under federal law, and it seems that federal law is trumping state law.

Senator Horst: Is it a controlled substance according to federal law? Okay. So, we will see that at the full meeting.

***From Academic Affairs Committee: (Information Item 03/02/22)***

***01.20.22.19 Policy 2.1.12 Pass/No Pass – Credit/No Credit Current Copy***

***02.18.22.11 Policy 2.1.12 Pass/No Pass – Credit/No Credit Mark Up
02.18.22.10 Policy 2.1.12 Pass/No Pass – Credit/No Credit Clean Copy***

Senator Cline: I’m bringing this back after some revision, for consideration to be put on the agenda, if you think it’s ready. A couple things since our last presentation, I will go through some of the suggestions and some of the edits that we made or some considerations that we made in committee.

So, if you remember, what we are doing is bringing the Pass/No Pass elect, if one elects Pass/No Pass in alignment with the Withdrawal policy. Right. So, within the first 10 days, which is the course change period a student can go on to the registration system and select to either have a Pass/No Pass for a traditionally graded class. They can change it back and forth as many times as they want within that ten-day period. But from the eleventh class day to the end of the twelfth week a student would have to contact the Registrar’s office in order to effect that change. So, the committee decided in conjunction with Jess Ray that there should be no limit on how many times a student can change between Pass/No Pass and regular graded, and that they can go back and forth as much as they want. Very likely, because in his experience they would only do it once. Right. So, how many students would make a regular popping back and forth of their grades would be fewer than a dozen or so, which is manageable. So, we thought it was just easier to not put any cap or anything like that. But that would have to be done through a process at the Registrar’s office, it’s not something a student can toggle on their own. So, there’s no limit on the number of switches and going back and forth.

The Registrar’s office has a page with Withdrawal and Pass/No Pass information. I’ve talked to them about your concerns, Senator Nikolaou, about students accidentally shifting classes that are major and minor. It’s already listed very bold on the Registrar’s page about those sorts of classes cannot be taken Pass/No Pass, but Stacy Ramsey is onboard with the fact that whatever form they create in order to allow students to make the change, or sort of double down on this, is it a major course, is it a minor course, etc., just to sort of reaffirm that you shouldn’t do that. But again, she reaffirmed that during an audit of someone’s major or minor that will come out. As I said last time, the faculty are frequently not even aware if a student has taken a class Pass/No Pass, so there is a grade registered for that individual. So, should there be some sort of oversight they can revert on appeal to bring that class back into propriety for counting for majors and minors.

One of the other questions you had was about accelerated programs. Accelerated programs are treated as majors. So, again, you cannot take a class Pass/No Pass if it’s for an accelerated program. So, the exclusions are: major classes, minor classes, group one gen eds, accelerated programs, and anything that counts for grad.

So, one of the other questions had to do with whether or not there was an impact on financial aid. So, the students are only allowed to take six credit hours at a time in a Pass/No Pass option. 25 total over the course of their time at ISU. That’s intended to make sure everyone’s on track for graduation. But I did pose the question to Jana Albrecht and Bridget Curl to say, you know, imagine if a student could take six Pass/No Pass and all their other credits are Credit/No Credit, say. Would that effect anything having to do with financial aid? And the answer is no. Because neither of those designations effects their enrollment status. However, if a student were to fail half or all of those, although their GPA is not affected by that No Pass or No Credit, their satisfactory academic progress would be a problem because although they have not lessened their GPA, they have gotten off track for graduation. So, they might be flagged under that progress report. But they have no reason to think that any of these things would affect their financial aid at all.

The last question you have, Senator Nikolaou, was about the curricular process. I consulted again with Amy Hurd, and she said that the way that it is written here in the Credit/No Credit section is how its currently being affected. That doesn’t mean to say that there won’t be some adjustments of the graduate curricular process in the future, but this is how it is now. Essentially, that only Credit/No Credit classes require to be taken through or so designated in that curricular process. So, now that goes through the Graduate Curriculum Committee and then of course is approved by the Graduate Council. And the others would go through the undergraduate process, and it’s officially approved by the Office of the Provost, which generally means Amy.

Senator Nikolaou: So, for that last part, do we want to add curricular process for graduate courses?

Senator Cline: To the last sentence?

Senator Nikolaou: Yeah. “Through the graduate curriculum committee, curricular process for graduate courses, or through the Office of the Provost for undergraduate courses.” Otherwise, it might give the impression that undergraduate courses go through GCC and/or the Office of Provost.

Senator Cline: Okay. I think that’s a friendly amendment we can adjust, yeah.

Senator Nikolaou: Okay. And some of the things you talked about probably I’m going to ask a couple of them on the floor, so that other people can hear.

Senator Cline: Sure. Stacy Ramsey, I think, is going to join us just to be sure. I’ll sort of defer to her since she got thrown in on the last minute.

Provost Tarhule: So, I a student is allowed to take 25 credits Pass/No Pass and their degree is 120 hours, their GPA is calculated over 95 credit hours, assuming that they took all 25? Is that how that works?

Senator Cline: Yeah. Assuming they maxed out their number. I’m sure that there are some degree programs for which there aren’t actually 25 credit hours that a student could take, because they’re so heavy. Like Music Education for instance, it’s so heavy I’m not sure where it could be. But yeah, the Pass/No Pass do not count for the GPA, but they do count for satisfactory academic progress.

Provost Tarhule: So, if they maxed that out, their GPA will be calculated on the 95 hours?

Senator Cline: Correct, if somehow that’s statistically possible for their major. Yeah.

Provost Tarhule: How much would you say is most common in most majors?

Senator Cline: Jess Ray didn’t seem to… I mean I think that spring 2020 semester, there was this massive increase in the number given the COVID situation. But there aren’t that many because I think most students don’t actually know that they can do that, or maybe didn’t know maybe before that semester. And it’s generally something that happens in advising that a student will say something to their advisor like, “I’m not really sure,” and the advisory may say, “Well, you can take a Pass/No Pass because it’s not a group one and it’s not a major requirement,” or something. He didn’t ever give us any statistics, because he said the statistics are blown by the 2020 class.

Provost Tarhule: Last comment, if I may. You say that for the major courses there is bolded language to warn students, is there a technological solution for preventing them from actually taking those courses that they’re not allowed to?

Senator Cline: I guess that would be a question for Stacy Ramsey and the team at the Registrar’s office. Because currently, a student cannot without appeal. There isn’t a standardized process right now for a student after the tenth day to request this, so they have to create that standardized process. And so, I’m just assuming there will be some sort of form a student would have to fill out on the Registrar’s page, I simply said there was concern that a student can accidentally do that. But we can speak to her if there’s some sort of auditing process that can be triggered, or whether they want to have it academic advisor have to sign off. But we don’t want to make too many barriers and too much extra work for the advisors.

Senator Otto: Provost Tarhule, there’s not a stop in the registration system. I had a student who, just as Dr. Cline was saying, a lot of students panicked in 2020 and decided to do things pass/fail because they were afraid they wouldn’t do well in totally asynchronous courses. So, that really changed the numbers and made this a big deal. But I have a student that was able to change a course in a major to Pass/No Pass, and it did not get blocked in the registration system. And then it somehow didn’t get caught until right before he graduated and, as Senator Cline said, instructors can only put in a letter grade, we don’t actually put a Pass/No Pass into the system. The system then converts that letter grade to Pass/No Pass. They had to go pull the grade that I put in for the student through the appeals process, like Senator Cline was saying. So, it wouldn’t be a bad idea, I don’t think, to pursue this idea of there being a registration stop on courses that are majors for Pass/No Pass.

Senator Cline: I’ll bring it up again with Stacy, but I’m not sure. I think what I remember Jess Ray saying was that those courses aren’t coded in any way in the Registrar’s system so it would be hard for the system to know.

Senator Otto: That’s right.

Senator Cline: So, there would have to be some sort of process. In the first ten day’s I think we can’t really control it, but by expanding this in a sense we’re giving ourselves twelve weeks to fix it. Right. Twelve weeks to catch it and fix it without actually having to do an appeals process. But I’ll bring that up to Stacy and see.

Provost Tarhule: We don’t have something called Degree Works here, do we? Degree Works is an amazing complicated and difficult program to implement, but schools that have implemented it, you could almost get rid of half of the advisors. It actually prompts the students that here what you need to do, and it keeps them involved. Here’s where you are towards your degree completion, and this is what you’re missing to be on track. So, if you can program what a student needs for their degree, what are the courses that apply to their major. What are their electives. What is their gen eds. Each time they have finished one section the system actually gives them a… you have finished your gen ed, you have finished your majors, you have eight credits left to satisfy your degree, and the students can tell exactly when they finish their degree. It takes an unimaginable amount of work but my goodness, it makes life so much easier for everybody once you have done it. I did that for the graduate program at Binghamton, and that’s way harder than the undergraduate level, because undergraduate has a lot more. Whereas for graduate level, it’s almost everything combined. So, when I got to Binghamton the undergraduate already had Degree Works for like five years. We didn’t have it at the graduate school. So, I implemented it. It’s an amazing system.

Senator Cline: Yeah. I think the issue is that currently the system doesn’t code things for individual students, so it does have to happen on kind of by eye.

Provost Tarhule: That’s what Degree Works does, it codes everything upfront.

Senator Horst: So, just to be clear there was some sort of idea that if you declared it one way that you could switch it after the tenth day deadline and that went away, right?

Senator Cline: Well, you can always switch it. So, if you’ve selected to do Pass/No Pass for a class and somehow you either change your mind or your advisor says no, now you don’t need to do an appeal until the end of the twelfth week. After the end of the twelfth week, you do have to do an appeal.

Senator Horst: Right.

Senator Stewart: I don’t think anything needs to be changed here. But I do wonder if the Registrar—this relates to Stay Otto’s questions, but in a different way—does the Registrar have a plan for students who change majors? Because I can easily imagine a student taking a bunch of classes Pass/No Pass thinking this is not… and then they fall in love with it and change majors, and now it’s like uh-oh.

Senator Cline: I’m not really sure that there’s a plan, Todd. But the fact that the students actual letter grade is recorded no matter, that it’s just a matter of going in and making the appeal to switch. Now, if the student has gotten a No Pass, then they’ll have to repeat the course anyway.

Senator Stewart: Yeah. Sure.

Senator Cline: Yeah. So, that fail safe is always there, that the grade exists.

Senator Stewart: Great.

Senator Nikolaou: Did we double check with the Graduate School? I’m looking at page two, for example, of the mark up, where it says “students eligible to choose the option.” But it talks only about undergraduate students, that they need to be in good academic standing.

Senator Cline: I don’t know where you are, but no graduate student can take any class as Pass/No Pass.

Senator Nikolaou: It says “cannot be counted toward graduate program requirements.” It doesn’t say they cannot take it. So, I’m thinking in terms of, let’s say international students…

Senator Stewart: Lower down it does say, courses for graduate credit are not available as Pass/No Pass.

Senator Nikolaou: Yeah. And that’s why I’m asking in terms of the graduate school, because if I’m an international student, if I’m a GA, I need to be enrolled full time for nine credit hours. Based on that one, I can choose a course. It doesn’t matter if it is, I can choose an undergraduate course so that I can still have the nine credit hours. Are we allowed to do that?

Senator Cline: Yes. I think you are allowed to do that; it’s just going to go on your transcript as not counted towards any degree program.

Senator Nikolaou: I’m thinking in terms of the good academic standing. Because if I’m on probation and I say I just need to be… I’m going to take only six credit hours that are going to count towards my master’s degree and then I’m going to take an undergraduate course. An undergraduate student wouldn’t be able to do it, because the policy explicitly says you need to be in good academic standing. But then this means a graduate student could do it essentially.

Senator Cline: So, this is under the students eligible to choose the P/NP option.

Senator Horst: You could show it to Noelle Selkow.

Senator Cline: I can ask her. When we communicated, she simply said that no courses at all can be counted towards graduate degrees. But I can go back and ask her if a student could potentially take a non-credit bearing class just for the purposes of enrollment.

Senator Horst: Like an INTO student.

Senator Nikolaou: Because that relates to the next paragraph about grading and GPA, that it might need to specify that we’re talking about undergraduate courses there. Because it doesn’t specify the level. So, when I was reading about that one, I’m thinking, well, it should be B or higher for graduate students.

Senator Cline: I don’t understand. So, I understand that you’re saying that we need under the courses not eligible to be taken as Pass/No Pass. Are you suggesting that we should have something that says like no class at a 400 level, or something like that?

Senator Nikolaou: Noelle will know about that one, if it needs to say undergraduate and graduate students must be in good academic standing. Because right now it only talks about undergraduate students being in good academic standing.

Senator Cline: Right. I’m afraid that saying it that way might add to the confusion about whether a graduate student can take a class. Because it sort of says that if you are in academic good standing as a graduate student, and then somewhere later it says you can’t.

Senator Nikolaou: Yeah. That’s also the confusion in the next paragraph. Where it says grading and GPA, because it talks generally about grades, and it talks about students in general. It doesn’t talk about undergraduate students who have C or better. They can get the P/NP.

Senator Horst: So, when it says students throughout this, how is it applying to grad students? If they at all took a class Pass/No Pass that wasn’t counting towards their major, but like I came up with INTO, they were taking something that was outside their major. Right.

Senator Nikolaou: Yeah. Because they are just trying to make the minimum hours the need to be enrolled for, to meet either GA requirements or requirements for their visa status.

Senator Otto: I just wanted to say that this conversation reminded me of a small potential loophole. And that is that occasionally graduate students take undergraduate courses for graduate credit. So, it would be good to just lay that out for people, what is possible then.

Senator Cline: That’s why we have it said here that classes for graduate credit are not… it’s like if you’re going to count the course for graduate credit you cannot select it. It doesn’t mean you couldn’t take it, it just wouldn’t count.

Senator Otto: I’m just afraid there are students who might think, and I mean this might be just a really small N, but who might think it’s an undergraduate course so I could take it Pass/No Pass.

Senator Nikolaou: Yes. And I think that could be part of the confusion because, for example, I’m offering a Health Econ course, which is an undergraduate course, but it is available for graduate credit. This means that based on that sentence courses for graduate credit are not available as Pass/No Pass. So, an undergraduate student wants to take this course as Pass/No Pass, cannot take it.

Senator Cline: They’re not eligible as Pass/No Pass, it doesn’t mean they’re not eligible to take it.

Senator Nikolaou: They are not eligible to take it Pass/No Pass, even though they are undergraduate students, and they want to take it for undergraduate credit.

Senator Cline: So, there are undergraduates who enroll in 400 level classes?

Senator Nikolaou: No, it is the 300 dual level courses.

Senator Cline: Right. You’re no longer allowed to enroll in 300 level classes and count them as graduate credit. They have to be the 400-level concurrent class.

Senator Stewart: No.

Senator Nikolaou: That’s not true.

Senator Cline: Well, in my college it is because we just made all 400 levels.

Senator Stewart: I think this is a legacy issue. CAS hasn’t been able to convert them all yet.

Senator Nikolaou: And also, it hasn’t gone through the Senate. So, it is not an official change. Because if you look at Course Finder there are several courses that say “this course has been approved for graduate credit” and it is an undergraduate course.

Senator Garrahy: And in Kinesiology and Recreation, we used to call those swing classes. That you could take it both ways and there was supposed to be a difference in how the professor delivered content to both audiences.

Senator Otto: Exactly.

Senator Cline: Yeah. But in my college, we were mandated to separate them. So, that’s why I’m a little confused.

Senator Horst: So, if you could contact Noelle Selkow and figure out how all of this is going to…

Senator Cline: Sure. Noelle and I have talked about this very issue, and she chose this language very carefully to be vague because she wanted this “Courses of graduate credit are not available,” so that anyone who is using any course for graduate credit, even if it’s an undergraduate French class for graduate credit, because they have to for their program, you are not allowed to take it as Pass/No Pass. So, she chose that language in particular. But I’ll go back and ask her. But my sense is that a graduate student can take any class that they want Pass/No Pass so long as they don’t count it towards a graduate degree program. So, you could take bowling.

Senator Horst: Would that do it? Some sort of statement like that?

Senator Cline: That it just can’t count towards…

Senator Nikolaou: But for that sentence, I’m not worried about the graduate students. For that last sentence, for courses for graduate credit, I’m worried about the undergraduate students. Because they take courses that we have in our departments, it might be that I have a course where I have graduate and undergraduate students in the same class. The undergraduate students are taking it for undergraduate credit, but on the catalogue, it says that this course has been approved for graduate credit. So, if we go based on the policy, it means that an undergraduate student would not be able to take this course as Pass/No Pass.

Senator Garrahy: While we have those courses, undergraduate students could not take it for graduate credit. Only the graduate students could take it for graduate credit. At least in our department, I know everybody’s different.

Senator Nikolaou: Yeah. So, if it is specifically only for graduate students then it might be that we can specify that it is for graduate students.

Senator Garrahy: And I don’t know if there are any graduate programs across campus, but if a graduate student comes in and they’re deficient in an area, might they be advised to take an undergraduate course within that program to help bring up their deficiency.

Senator Horst: Yes.

Senator Otto: Generally, we specify that leveling (we call that leveling) that’s put in your letter of admission, cannot be used towards your graduate degree.

Senator Horst: We specify what type of grade they have to get.

Senator Garrahy: Yeah.

Senator Horst: You didn’t pass this Theory exam you have to go back and take Music 201 and get an A or B.

Senator Garrahy: Right.

Senator Horst: So, in that situation you couldn’t take it Pass/No Pass, even if it’s not towards your graduate degree requirements. Right.

Senator Cline: I’ll go back and talk to Noelle about it. One of the things is that this is not a curricular issue. This is not like baked into any class. This is something that has to be elected by the student in the registration system. So, if you have a course that says a student can take this for graduate credit, or whatever, that’s separate from what happens at the Registrar’s office. Because the student has to elect it. The student would have to go to the Registrar’s page when they’re doing their enrollment and select that they wanted to take it Pass/No Pass. It’s not something that’s baked into the actual courses though. So, an undergraduate student, for instance, if they are somehow given an override to enroll in a 400-level class, because you’ve given them some sort of permission to do that, the selecting of the Pass/No Pass is a separate action. Right.

Senator Nikolaou: So, then maybe it just needs to say “courses taken for graduate credit,” so that it is different from courses designated for graduate credit. Because it means that if it is an undergraduate course taken for graduate credit it solves the problem, so the undergraduate students they can take it with Pass/No Pass if they want to. It says, “Courses for graduate credit are not available for Pass/No Pass.” So, that you are taking it for graduate credit, because if an undergraduate student is taking a course which is designated as graduate credit, but they are not taking it for graduate credit they should have the option to take it as Pass/No Pass.

Senator Cline: Right. I think that’s a more elegant solution. You’re right. Just say “courses taken.” So, with that fix there, you still think up above it should say….

Senator Nikolaou: Yes. The other one is if a graduate student who is on probation, can they take any Pass/No Pass course?

Senator Cline: If a graduate student is on probation can they take an undergraduate course for Pass/No Pass. That’s the question.

Senator Nikolaou: Yes. And again, it’s going to be a really special case.

Senator Cline: I would hope so.

Provost Tarhule: What would be the point of the student doing that?

Senator Nikolaou: Because if you are GA, for example, you need to be enrolled at a minimum of nine credit hours. So, I may be a graduate student, and I’m going to take my six credit hours in my graduate level required courses, and then I’m going to say well, for my other course I’m just going to take an undergraduate course so that I meet the minimum number for being a GA.

Provost Tarhule: But we wouldn’t pay for that, right?

Senator Nikolaou: It is covered.

Provost Tarhule: It is covered?

Senator Nikolaou: Yes.

Provost Tarhule: It wouldn’t be covered when I was in graduate school.

Senator Horst: Okay. So, Lea has some questions to follow up on.

***From Rules Committee: (Information Item 03/02/21)***

***02.18.21.02 Policy 10.2.1 Academic Policy Review and Implementation Procedures
10.19.21.10 Email from Legal\_ Policy on Policies***

Senator Stewart: I’m not really sure how to present this exactly. This is depending on how you look at it, it could be viewed as a new policy, or it could be reviewed as a massive revision, right, because they wanted to renumber a policy. So, I believe that Senator Horst and Teri Hammer, working with Senator Nikolaou, drafted an initial procedure. Rules did go through it carefully. We had a few suggestions that we discussed with both Teri Hammer and with Martha Horst, and we seem to have come to an agreement and that’s what’s before you, the agreed upon version.

Senator Nikolaou: The only thing I want to ask in on page one, under 5, where is says “in unusual circumstances the Executive Committee will assign…” do we want to say “may assign” instead of “will assign?” So, that we may do it, but we don’t have to.

Senator Stewart: That seems friendly to me.

Senator Horst: That sounds friendly to me to. All right.

Senator Nikolaou: And then just some small, a comma here and a comma there. I’ll give this to you.

***02.18.22.01 Email from Senator Otto\_ Re\_ Questions and tech***

Senator Horst: I had correspondence with Senator Otto after the technical problems we had on Wednesday. Senator Otto, would you like to speak at all to your correspondence?

Senator Otto: No, I think it speaks for itself.

Senator Horst: Okay. So, the question is really coming up when we get to the proposed agenda. I will now move to the approval of the proposed agenda.

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

***Proposed* Academic Senate Meeting Agenda**

**Wednesday, March 2, 2022**

**7:00 P.M.**

**OLD MAIN ROOM, 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.***

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

***Chairperson's Remarks***

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

***Administrators' Remarks***

* ***President Terri Goss Kinzy***
* ***Provost Aondover Tarhule***
* ***Vice President of Student Affairs Levester Johnson***
* ***Vice President of 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.)***

* [***Mathematics: Data Science and Computational Mathematics Sequence***](https://academicsenate.illinoisstate.edu/consent/2022-02%20Data%20Science%20and%20Computational%20Mathematics%20Sequence.pdf)

***Action Items:***

***From Faculty Affairs Committee:***

***01.20.22.04 Policy 3.2.3 Academic Notice of Appointments Current Copy***

***01.20.22.05 Policy 3.2.3 Academic Notice of Appointments Mark Up***

***01.20.22.06 Policy 3.2.3 Academic Notice of Appointments Clean Copy***

***Information/Action Item:***

***From Planning and Finance:***

***01.20.22.09 Policy 7.1.10 Fundraising Current Copy***

***01.20.22.10 Policy 7.1.10 Fundraising Mark Up***

***01.20.22.07 Policy 7.1.10 Fundraising CLEAN COPY***

***From Faculty Affairs Committee:***

***01.20.22.01 Policy 3.2.8 Sabbatical Leave Current Copy***

***01.27.22.02 Policy 3.2.8 Sabbatical Leave Mark Up***

***01.27.22.03 Policy 3.2.8 Sabbatical Leave Clean Copy***

***Information Items:***

***From Office of General Council and the Executive Committee:***

***01.26.22.02 Policy 5.1.5 Drug-Free Schools and Communities Act Drug-Free Workplace Act Policy Current Copy
02.18.22.04 Policy 5.1.5 Drug-Free Schools and Communities Act/Drug-Free Workplace Act\_Mark Up***

***02.18.22.03 Policy 5.1.5 Drug-Free Schools and Communities Act\_ Drug-Free Workplace Act\_Clean Copy***

***From Academic Affairs Committee:***

***Policy 2.1.12 Pass/No Pass – Credit/No Credit Current Copy***

***Policy 2.1.12 Pass/No Pass – Credit/No Credit Mark Up
Policy 2.1.12 Pass/No Pass – Credit/No Credit Clean Copy***

***From Rules Committee:***

***02.18.21.02 Policy 10.2.1 Academic Policy Review and Implementation Procedures
10.19.21.10 Email from Legal\_ Policy on Policies***

***Academic Affairs Committee: Senator Cline***

***Administrative Affairs and Budget Committee: Senator Smudde***

***Faculty Affairs Committee: Senator Nikolaou***

***Planning and Finance Committee: Senator Vogel***

***Rules Committee: Senator Stewart***

***Communications***

***Adjournment or Hard Stop at 8:45***

Motion by Senator Nikolaou, seconded by Senator Spranger, to approve the proposed Senate Agenda. The motion was unanimously approved, with friendly amendments as indicated above.

***Search Committee make-up for the College of Engineering Dean***

[***3.2.13 Administrator Selection***](https://policy.illinoisstate.edu/employee/3-2-13.shtml)

Provost Tarhule: So, we have a proposal with IBHE to establish a college. I had hoped that they would take up our application in March, as of today I still don’t know. So, that window is closing. But I think we are going to continue to work as if there is still a chance. So, here is my thinking. Suppose that on March 15 (this is when IBHE meets) if they approved the college, one of the first things we need to do is to appoint a dean. Well, we have a very clearly laid out procedure for appointing a dean, you know, the college has to appoint so many faculty, but we don’t have a college. So, how are we going to work with the established process? There is no existing process that fits with the situation we have because there’s no college. There’s no College Council. There’s nothing. So, what would be the process by which we appoint a dean, or set up a committee to appoint a dean?

Senator Horst: So, modifications or interpretations to these procedures must be approved by us. So, this seems like our job to think theoretically how we could conceive of a structure for a search committee when there is no college that exists. I’m wondering if we could consider it as an academic affairs administrator search.

Senator Nikolaou: Yeah. That’s also what I’m thinking. Because if we don’t have the college, the one they more directly report to is you. So, it would be falling under the academic affairs administrator. The other option if we wanted to keep the college things, I would say instead of talking about in the college, when we made the proposal for Engineering, where we are saying that these are going to be the departments that will be more closely working with the College of Engineering. So, instead of talking about four faculty members from the College of Engineering, which doesn’t exist, it would be four faculty members from the departments that in the proposal were recognized as more closely related to Engineering. But I see it more as an academic affairs administrator.

Provost Tarhule: So, if it’s academic affairs what would be… I don’t have the policy in front of me.

Senator Horst: Then it would be names submitted to us from the Caucus, and it would be whomever wanted to submit their name. And then you would pick from the names. So, I would assume that you would call up Dan Holland and say, “Please submit names for this, because we need some qualified people from those areas.” So, it would be: 1. four T/TT faculty members, selected from a list of eight to ten names provided by the Faculty Caucus of the Academic Senate; 2. a civil service staff member from a list of four names provided by the CS Council(nothing about a college); 3. an A/P staff member from a list of four names provided by the AP Council (also nothing about a college); 4. “one or more student” (The Academic Affairs Committee, your committee, Lea, would choose again); 5. one NTT faculty member at the discretion of the appointing officer; 6. one chairperson/school director; 7. an administrator selected by the appointing officer to serve as secretary; and

8. a chairperson selected from the Panel of Ten. Then we can also make an ad hoc adjustment to it. I’m just going to note that the dean search has two tenure track faculty at- large who may or may not be from the college for which dean candidates are being screened. It has two additional faculty at-large, which you may want to, for instance, target two faculty members. So, remember Dimitrios and I noted the difference in the language with the college deans and the academic administrator. We could certainly, as the appropriate shared governance body, adjust and create an ad hoc committee structure.

Senator Otto: Provost Tarhule, are you concerned that there won’t be a sufficient disciplinary expertise for this search? Is that one of your concerns?

Provost Tarhule: No. It’s a policy matter. If I had to follow the appointment as it exists, outlined right now, I wouldn’t be able to do it. Because the structures in the college that are normal don’t exist. So, I talked to Martha, and I said since you guys are the body that makes the rules or adjust the rules, I’m basically seeking collaboration about how we should go about this. I’d be very happy to go with the administrator recommendation. If it is the consensus of this body that that’s what we use, that will be perfect. First, getting the directive and essentially getting your blessing that this is what we should do.

Senator Horst: I am going to note that the dean search would have two students majoring in programs in the college. So, looking at the SGA President, so if for instance it was two students, would you guys potentially consider majors of the students when designating the people?

Senator Spranger: Usually we do, right? Because for the College of Arts and Sciences we picked some of those.

Senator Villalobos: I guess. I think it will be more based on strong interest. We usually have trouble getting anybody to volunteer for it.

Senator Spranger: It would certainly be a challenge. There’s usually a pattern to the majors of people that are in SGA.

Senator Horst: Right. So, I’ll just throw that at you that the dean would typically have two students on it, for when your committee goes to talk about this.

Senator Cline: For graduate students too, right, it would be nice if they had a disciplinary knowledge, but that’s not always super necessary. The students aren’t generally evaluating someone’s publication record or anything like that. They’re there to ask questions that are student-oriented in the interview. So, I just had a question about timing. So, if we say this is the way, then you’ll initiate that Panel of Ten administrator search, like now?

Provost Tarhule: That would be my second question. Because if IBHE doesn’t take… I’ve had this ongoing discussion, IBHE doesn’t understand our timing. They say, “What does three months matter?” If they don’t do it in March, their next chance will be June. But if they do it in June, and we don’t have a committee in place, then I’ll have to wait until you guys come back and appoint a committee. That means we probably may not be able to do it early enough in the fall with the search position. So, it may delay the whole process by almost one academic year.

Some of the other options I’ve been thinking about, and this might be a bit of a digression, but what if we don’t appoint a dean immediately? What if we appoint a consultant to get the college on the ground, and then we can appoint a dean subsequently? Or, to answer your question, should we get some of this recommendation this semester, such that I have something to work with even if IBHE were to approve it later, when you guys aren’t here?

Senator Cline: Would you be using an outside firm for this? I would assume. And that would require some sort of expenditure?

Provost Tarhule: Yes, but the expenditure would be approved by the President if we decided to do that.

Senator Horst: I looked at the language regarding targeted searches, but it’s hard to see how this… it’s so abstract. Would it be a targeted search if it was not somebody who was internal? I just think if you choose that, if you really want to advocate for that direction, it requires more discussion.

Provost: It’s not exactly a targeted search, it’s more like getting a consultant to help start. So, there’s a webpage called…

Senator Horst: Rent-a-Provost, you said.

(Laughter)

Provost Tarhule: It’s retired administrators who find themselves bored and they want to come back. So, if you want to start a new program, you can go to them and you can hire somebody. They are not faculty members. They are not permanent. It’s like a limited time period, six months or one year. And their job is to help you start the program and then they go home.

Senator Horst: Right. But would that be a unit head? That’s more abstract to me. I think that requires more discussion. If you want us to really talk about that, I think we need more time to discuss. We only have two minutes before the students have to leave. But you are asking us to say, I’m going to set up a unit head, that I’m going to target from outside, and I’m going to pick, and I promise they’re only going to stay for a year. They’re actually going to be setting up the entire structure, and for all intents and purposes, they’re going to be an academic administrator that we didn’t have any role in picking. See, that’s a bit more of a stretch.

Provost Tarhule: Yeah.

Senator Otto: But if you lay this out so that it’s a package deal, where you say we need for someone to come in with this experience who can set this up. And then we want to run a search that’s the inaugural dean of this college. But they would have to be joined I think because of, Dr. Horst, you are saying, you don’t want to separate them, they would need to be paired in that way.

Provost Tarhule: It’s more like you are getting a consultant to get you going. Wesleyan just hired a dean, that’s how I knew about this actually. They’re setting up a new college and that’s where they got the dean from, and he’s here for one year. The idea is to help set it up, and then they will appoint. So, don’t think about it as getting an administrator, it’s more like getting a consultant. Because remember, there’s no students. They will have no ASPT role at all.

Senator Horst: Would they hire the faculty?

Provost Tarhule: No. All they’re doing is, we need somebody who understands Engineering when we start building. Who can tell us what you need to build when we’re designing. I can’t design an Electrical Engineering building. We need someone that understands that.

Senator Horst: But when you advocated for this you said how great it would be to bring in some dean, how excited they would be to start a new program like this.

Senator Nikolaou: Yeah, that’s what I’m thinking. When we voted on the College of Engineering, didn’t the proposal say that we are going to hire a dean who is going to do all the setup of it? So, I’m thinking that if we go with the consultant route it might seem that we are doing something different from what we said in the proposal. I don’t know how the people on the Senate who said yes, how comfortable they would be with that part.

Senator Otto: Aren’t we already kind of doing this? I mean, we already have a firm that’s helping us figure all of this out, that has put out these preliminary designs and understands the physical structures that we need. It feels like it’s almost an extension of that. It’s not going to be an academic professional in the ways that we think of as the first dean of this college.

Senator Cline: I guess from my perspective; I totally understand the concerns. Dimitrios, I’m not sure we’re bound by that when it didn’t pass. But my sense is that if it’s a choice between making no progress for a year or having somebody who can come in and start doing some of the functional set ups, and then we could hire a dean the next year who could essentially change much of it if they disagree. But let’s sort of get the processes running, people who know some of these things. I would be in favor of having that consultant person, rather than lose a whole year, if it’s a choice.

Provost Tarhule: My priority still remains to hire a dean. And that’s what I would like to do is exactly what the proposal says. But if we end up in a situation where, because we don’t control the time, and we end up having to risk losing a year, that’s the only reason why I’m thinking is there something we can do so that we’re not losing the time entirely. So, maybe it’s premature, we do have time again to discuss it.

Senator Horst: Okay. So, I’ll type up my thoughts and next time we’ll look at what the search committee would look like. We don’t want to rush it. When’s the next meeting?

Provost Tarhule: March 15 is the next meeting, but if I don’t hear from them this week then I think…

Senator Cline: Okay. So, by the next time we meet you’ll have sort of an answer?

Provost Tarhule: Yes.

***Adjournment***

Motion by Senator Villalobos, seconded by Senator Spranger, to adjourn. The motion was unanimously approved.

**Attendance**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SENATE****REPRESENTATIVES** | **Attendance** | **MOTION:** | **MOTION:** | **MOTION:** |
| Name |  |  |  |  |
| Cline, Lea | Present |  |  |  |
| Garrahy, Deb | Present |  |  |  |
| Horst, Martha | Present |  |  |  |
| Kinzy, Terri\* | Excused | NV | NV | NV |
| Miller, Chloe | Present |  |  |  |
| Nikolaou, Dimitrios | Present |  |  |  |
| Otto, Stacy | Virtual |  |  |  |
| Small, Maddy | Present |  |  |  |
| Spranger, Avery | Present |  |  |  |
| Stewart, Todd | Present |  |  |  |
| Tarhule, Aondover\* | Present | NV | NV | NV |
| Villalobos, Rodrigo | Present |  |  |  |