**2017-18** **Academic Senate Academic Affairs Committee**

***Issues Pending List***

***Note to the Committee Chair:*** Please do not remove any item from this list. If you wish to have an item removed, please send an email to acsenate@ilstu.edu and attach this Issues Pending List with the item(s) highlighted in yellow.

The Executive Committee must approve the proposed removal of any item. If it does not approve the proposed removal, it will advise the committee regarding how to proceed.

Please keep this list updated as you proceed. Annually in late spring, and on an as-needed basis as Exec adds or removes items and as the Committee adds items, the Senate clerk will update the list for the current and following years’ committee.

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| **1** | **Review Committee Functions** | **Pending Annually** |
| **2** | **Create Committee Minutes** | **Pending Bi-Monthly** |
| **3** | **Select an Academic Planning Committee Member** | **Pending Annually** |
| **4** | **Schedule Academic Plan Review by the Senate** | **Pending Annually** |
| **5** | **Provide Oversight of External Committees and review External Committee Reports*** ***Textbook Affordability Committee Annual Report 2016-2017***
* ***Reinstatement Committee’s Annual Report***
* ***University Appeals Board and University Hearing Panel Annual Report***
 | **Pending Annually** |
| **6** | **General Education Program Review(generally every five years)** | Next review 2018-2019 |
| **7** | **Review Undergraduate Admissions Policy every five years** | Next review 2023 |
| **8** | **Consider Study Abroad Funding Question** | Pending |
| **9** | **Code of Student Conduct** | Pending |
| **10** | **Review the AAUP Report entitled “The History, Uses and Abuses of Title IX,” discuss with the Director of OEOA, and make recommendations regarding any needed policy changes impacting students** | Pending |
| ***11*** | ***Possible joint meeting of Planning and Finance and Academic Affairs Committee regarding policies on 3- week courses and other Institutional Priorities Report 2016-2017 items*** | Pending |
| **12** | **UCC AMALI Recommendation Final** | Pending |
| **13** | **From Ronnie Jia Requests for Senate consideration** | Pending |
| **14** | **Student Leave of Absence policy** | Pending |
| **15** | **Videotaping Classes** | Pending |
| **16** | **Policy 1.6 Religious Observances** | Pending |
| **17** | **Policy 1.16 Recruitment of Service Members** | Pending |
| **18** | **Policy 2.1.20 Equitable Treatment of Students** | Pending |
| **19** | **Policy 2.1.23 Transcripts** | Pending |
| **20** | **Policy 2.1.24 Transcript Holds** | Pending |
| **21** | **Policy 2.1.25 Short-Term Emergency Student Loans** | Pending |
| **22** | **Policy 2.1.26 Student Absences Due To Service as a Volunteer Emergency Worker** | Pending |
| **23** | **Policy 2.1.27 Student Bereavement Policy** | Pending |
| **24** | **Policy 2.2.1 Student Employment** | Pending |
| **25** | **Policy 4.1.3 Textbook Policy** | Pending |
| **26** | **Policy 4.1.4 Dress Codes** | Pending |
| **27** | **Policy 4.1.6 Grading Practice** | Pending |
| **28** | **Policy 4.1.16 Non-traditional Constituents** | HOLD- AT and Sam Catanzaro revising |
| **29** | **Policy 4.1.20 Final Course Grade Challenge** | Pending |
| **30** | **Policy 4.1.21 Distance Education** | Pending |
| **31** | **Policy 7.7.6 Registration Blocks** | Pending |

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| ***Subject:*** **Review Committee Functions*****Description:*** At the start of every academic year, the committee should review and carry out the functions of the committee as detailed in the Blue Book. AAC (Academic Affairs Committee) Blue Book Section Included in the AAC Issues Pending Packet.***Status:*** **Pending Annually** |  |
| ***Associated Document(s):*** ***Academic Affairs Committee Page of Senate Blue Book*** | ***Document Number(s):*** **NA** |



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| ***Subject:*** **Create Committee Minutes*****Description:*** Submit Approved Committee Minutes from the previous meeting to the Senate Clerk by email (acsenate@ilstu.edu) following each meeting. Per the Blue Book, the minutes should be reasonably detailed including a reflection of the deliberative process involved in decision-making. They should not be verbatim unless a recording was made of the meeting and the transcription checked for accuracy.***Status:*** **Pending Bi-Monthly** |  |



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| ***Subject:*** **Select an Academic Planning Committee Member*****Description:*** TheChairperson of the Academic Affairs Committee should select one Academic Affairs Committee Faculty Member to serve on the Academic Planning Committee. The term is one year. Should that member be unable to complete the term, the AAC will supply another AAC faculty member as a replacement.***Status:*** **Pending Annually** |  |
| ***Associated Document(s):*** ***Academic Planning Committee Page of Senate Blue Book*** | ***Document Number(s):*** **NA** |



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| ***Subject:*** **Schedule Academic Plan Review by the Senate*****Description:*** Academic Plan to be presented to the Academic Senate as an Advisory Item annually. The Senate clerk will contact the Office of the Provost annually in late spring about when the plan will be ready for presentation to the Senate by the Associate Provost. The plan is usually presented at the May meeting.***Status:*** **Pending Annually** |  |
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| ***Subject:*** **Provide Oversight of External Committees and review External Committee Reports*****Description:*** At the start of every academic or calendar year, the Senate clerk will request annual reports from the following committees that report to the Academic Affairs Committee and forward them to the committee chair, as well as forwarding to the committee in August the schedule for the receipt of the reports:Academic Planning Committee  (the annual Academic Plan may be deemed acceptable as the report)Council on General EducationCouncil for Teacher EducationHonors CouncilLibrary CommitteeReinstatement CommitteeTextbook Affordability CommitteeUniversity Curriculum CommitteeUniversity Appeals BoardUniversity Hearing Panel***The committee should forward the reports, once reviewed, to the Executive Committee for placement on a Senate agenda as an advisory item.***Several of these committees post their agendas and minutes. These sites are linked to the Senate website for Academic Affairs Committee members interested in further detail regarding any report.The committee may also invite external committee representatives to clarify or augment any report, or to join a meeting of Academic Affairs Committee for more in-depth discussion, if desired.***Status:*** **Pending Annually** |  |
| ***Associated Document(s):*** ***Academic Affairs Committee Page of Senate Blue Book******Textbook Affordability Committee Annual Report 2016-2017******Textbook Affordabilty Committee Anual Report- Revised*** | ***Document Number(s):*** **NA****N/A*****01.09.18.02*** |



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| ***Subject:*** **Reinstatement Committee’s Annual Report*****Description:*** Original report 05.09.17.02 was reviewed by AAC but had a couple minor questions (see document 06.09.17.01). Document 05.09.17.04 was submitted in response to those questions. See fourth standing charge above. Please review and send to Senate.***Status:*** Pending |  |
| ***Associated Document(s):*** **Reinstatement Committee Annual Report 2015-2016****Reinstatement Committee Annual Report to the Senate-add'l info 4.21.17****Reinstatement Committee Annual Report Memo 4.5.17****Email from AAC to Reinstatement Committee** | ***Document Number(s):*** **05.09.17.02****05.09.17.03****05.09.17.04****06.09.17.01** |



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| ***Subject:* University Appeals Board and University Hearing Panel Annual Report*****Description:*** See fourth standing charge above. Review and send to Senate.***From Senate Chairperson:*** . The committee may need to inquire about the options for appeal beyond the UAB: what they are and why/when they are used, do students choose or does someone else make that decision for them. There are also Blue Book recommendations for them to consider (increasing size of UAB).***Status:*** Pending |  |
| ***Associated Document(s):*** **UAB and UHP Final Senate Report July 2017** | ***Document Number(s):*** **08.15.17.07** |



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| ***Subject:*** **General Education Program Review(generally every five years)*****Description:*** The Academic Affairs Committee will conduct a review of any recommendations for revisions to the General Education Program, per the University Curriculum Committee Guidelines. Senate Last Approved Gen Ed Revision Recommendations on April 10, 2013. Procedures for Changes to the General Education Program were approved on April 23, 2014.***Status:*** **Pending Annually** |  |
| ***Associated Document(s):******Procedures for Changes to the General Education Program***  | ***Document Number(s):*** **04.15.14.01** |



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| ***Subject:*** **Review Undergraduate Admissions Policy every five years*****Description:*** The first two responsibilities of the Academic Senate according to the Powers and Responsibilities document are to:*1. Recommend policy for the admission of students to the University.**2. Recommend policy for degree requirements, and the procedures for inaugurating, changing, or terminating degree programs.*The last review of admissions policy was over five years ago, so this should occur in 2017-18.After policy is reviewed send to Executive committee for placement on Proposed Senate Agenda. Please work with Senate Clerk for any help you may need.Senate Clerk: a reminder in September to ask AVP for Enrollment Management for the current policy will remind her and trigger the AAC chair to invite her to talk to the committee if needed. (Doesn’t need to go to Exec)***Status:*** **Pending for 2023 review** |  |
| ***Associated Document(s):******Undergraduate Catalog, pages 16-25***  | ***Document Number(s):***  |



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| ***Subject:*** **Consider Study Abroad Funding Question*****Description:*** **Excerpt from 1/11/16 Executive Committee Minutes:**Senator Kalter: The only oral communication I have is a question. In my department, we were talking about how we fund study abroad programs and I was wondering if we were right that fund them program by program because we were talking about how when a faculty member’s salary is higher or lower, it can drive the cost up or down for the students who are going on that trip. I just wondered if that was right. Do we know? So our department has some Shakespeare thing going in the summer. I think there is one in Italy. So do we do that department by department or program by program rather than spreading that cost out?Provost Krejci: It is very decentralized in my understanding. It is very decentralized by college and by department because often these trips are kind of faculty driven if it is not students going over individually to study abroad. You are talking about study abroad programs that are faculty taking a group of students someplace, correct?Senator Kalter: Right, where there an ISU professor who is…Provost Krejci: Going with. You are talking about funding study abroad programs in general that you are going to go study in China or something. You are talking about a program that is being offered through a department by a faculty for their students, right?Senator Kalter: Right.Provost Krejci: I think it is very decentralized like most things are.Senator Kalter: Is that good or is that the way we want it?***Status:*** **Pending**  |  |
| ***Associated Document(s):***  | ***Document Number(s):*** **NA** |



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| ***Subject****:* **Code of Student Conduct*****Description:*** Review Executive Committee minutes for October 3 for specific information. Creation of ad hoc committee: Student Code of Conduct Review CommitteeReview and submit final report to the Academic Senate.***Status:*** ***Ongoing*** |  |
| ***Associated Document(s):*** **Code of Student Conduct 2016 FINAL POSTED compare for Senate (2)-2016-09-03****UsesAndAbusesTitleIX(corrected)Email2016-08-08****TitleIX\_final-Do Not Print -31 Pages** | Document Number(s): **09.03.16.01****08.08.16.01****Not numbered** |



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| ***Subject****:* **Review the AAUP Report entitled “The History, Uses and Abuses of Title IX,” discuss with the Director of OEOA, and make recommendations regarding any needed policy changes impacting students*****Description:*** Placed on the committee’s issues pending list on 10/3/16. See Exec discussions on 8/22/16, 9/19/16, and 10/3/16. Student issues referred to the Student Code of Conduct Review Committee. AAC: please follow up with that committee once it issues its report on 2017-18 work.***Status: PENDING***  |  |
| ***Associated Document(s):*** ***The History, Uses and Abuses of Title IX Email******Executive Summary at*** [***https://www.aaup.org/report/history-uses-and-abuses-title-ix***](https://www.aaup.org/report/history-uses-and-abuses-title-ix) ***Title IX Report: In the event that you cannot open the pdf in yourpacket, the link to the report is on the first page of the online Executive Summary (Do Not Print -31 Pages)******Email from Senate Chair- Title IX incident at Boston College*** | Document Number(s): **08.08.16.01****NA****06.07.17.01** |



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|  ***Subject****:* ***Possible joint meeting of Planning and Finance and Academic Affairs Committee regarding policies on 3- week courses and other Institutional Priorities Report 2016-2017 items******Description:*** Review alongside Policy 4.1.19 and verify norms of national compressed classes. *Conversation from Exec 8/22/2017:**Senator Marx: Or just put that on their agenda for the year, a discussion of the… With regard to, let's see what policy that is. So we have a credit hour policy, 4.1.19, and in there it talks about summer courses being equivalent to what's offered in the fall or spring semester in terms of the number of hours that students put in. The question came up in our committee because we thought that three-week courses and four-week courses that are for three credit hours are meeting for a number of hours that would make learning within those classes not equivalent to the fall and spring semesters because they're so compressed. So what we wanted was the Academic Affairs Committee to look at that issue and perhaps make some adjustments to that credit hour policy if need be and specify a minimum length for the summer courses depending on number of credit hours.**Senator Kalter: So your thought is, rather than having an initial joint meeting, put it on Academic Affairs Committee's Issues Pending list and then in that say if you would like you can meet with Planning and Finance either after you've done some study of it or during or sort of leave it up to them.****Status:*** Pending |  |
| ***Associated Document(s):***  | **Document Number(s):** |



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| ***Subject****:* ***UCC AMALI Recommendation Final******Description:*** Review and discuss recommended changes to the AMALI graduation requirement.***Status:*** Pending |  |
| ***Associated Document(s):*** ***09.18.17.01 UCC AMALI Recommendation Final******GLO\_Academic Committee Ltr******GLO Definitions\_DRAFT 7******Spring 2015\_International Seminar Series******Fall 2015\_International Seminar Series******Emails- Letter to OISP regarding outcomes*** | **Document Number(s):*****09.18.17.01******11.27.17.05******11.27.17.06******11.27.17.07******11.27.17.08******11.27.17.04*** |



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| ***Subject****:* **From Ronnie Jia Requests for Senate consideration*****Description:*** Review November 28,2016 Executive committee minutes for specifics***Status:***  |  |
| ***Associated Document(s):*** From Ronnie Jia Requests for Senate consideration | **Document Number(s):** 11.16.16.01 |



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| ***Subject****:* **Student Leave of Absence policy*****Description:*** Review and discuss recommended changes***Status: Pending*** |  |
| ***Associated Document(s):*** ***Email from Jonathan Rosenthal******LOA Cover******LOA Policy Recommendation to Senate*** | **Document Number(s):*****12.08.17.01******12.08.17.02******12.08.17.03*** |



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| ***Subject****:* ***Videotaping Classes******Description:*** Review and discuss recommended changes***Status: Pending*** |  |
| ***Associated Document(s):*** ***Videotaping Class Statements******Permission to Record form*****AAUP Targeted Online Harassment of Faculty** | **Document Number(s):*****11.27.17.01******11.27.17.02*****11.27.17.03** |



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| ***Subject:*** **Review Policy 1.6 Religious Observances*****Description:*** Policy on the policy review cycle. **NOTE: Tony Walesby in OEOA should be consulted.** ***Status:*** Pending |  |
| ***Associated Document(s):*** **Policy 1.6 Religious Observances** | ***Document Number(s):*** **12.12.16.03** |



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| ***Subject****:* **Policy 1.16 Religious Observance*****Description:*** Policy Review assigned 2/12/18.***Status:* Pending** |  |
| ***Associated Document(s):*** ***02.01.18.02 Policy 1.16 Recruitment of Service Members CURRENT*** | **Document Number(s):*****02.01.18.02*** |



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| ***Subject****:* **Policy 2.1.20 Equitable Treatment of Students*****Description:*** Policy Review assigned 2/12/18***Status:*** Pending |  |
| ***Associated Document(s):*** **Policy 2.1.20 Equitable Treatment of Students CURRENT** | **Document Number(s):****02.01.18.03** |



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| ***Subject****:* **Policy 2.1.23 Transcripts** ***Description:*** Policy Review assigned 2/12/18***Status:*** Pending |  |
| ***Associated Document(s):*** **Policy 2.1.23 Transcripts CURRENT** | **Document Number(s):****02.01.18.04** |



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| ***Subject****:* **Policy 2.1.24 Transcript Holds*****Description:*** Policy Review assigned 2/12/18***Status:*** Pending  |  |
| ***Associated Document(s):*** **Policy 2.1.24 Transcript Holds CURRENT** | **Document Number(s):****02.01.18.05** |



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| ***Subject****:* **Policy 2.1.25 Short-Term Emergency Student Loans*****Description:*** Policy Review assigned 2/12/18***Status:*** Pending |  |
| ***Associated Document(s):*** **Policy 2.1.25 Short-Term Emergency Student Loans CURRENT** | **Document Number(s):****02.01.18.06** |



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| ***Subject****:* **Policy 2.1.26 Student absence due to service as a volunteer emergency worker** ***Description:*** Policy Review assigned 2/12/18***Status:*** Pending |  |
| ***Associated Document(s):*** **Policy 2.1.26 Student Absences Due To Service As A Volunteer Emergency Worker CURRENT** | **Document Number(s):****02.01.18.07** |



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| ***Subject****:* **Policy 2.1.27 Student Bereavement Policy** ***Description:*** Policy review assigned 2/2/18. *\*\* Please review 2/12/18 Executive Committee’s minutes regarding this policy.****Status:*** Pending |  |
| ***Associated Document(s):*** **Policy 2.1.27 Student Bereavement Policy** | **Document Number(s):****02.01.18.08** |



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| ***Subject****:* **Policy 2.2.1 Student Employment*****Description:*** Policy Review assigned 2/12/18***Status:*** Pending |  |
| ***Associated Document(s):***  | **Document Number(s):** |



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| ***Subject****:* **Policy 4.1.3 Textbook** ***Description:*** Review and discuss recommended changes.***Status:*** Pending |  |
| ***Associated Document(s):*** ***Cover Letter- change to Textbook Policy 4.1.3*** ***Policy 4.1.3 Textbooks MARK UP******Policy 4.1.3 Provost approval cover sheet*** | **Document Number(s):*****08.31.17.01******08.31.17.02******08.31.17.03*** |



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| ***Subject****:* **Policy 4.1.4 Dress Codes*****Description:*** Policy Review assigned 2/12/18***Status:*** Pending |  |
| ***Associated Document(s):*** **Policy 4.1.4 Dress Codes CURRENT** | **Document Number(s):****02.01.18.10** |



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| ***Subject****:* **Policy 4.1.6 Grading Practice*****Description:*** Policy Review assigned 2/12/18.***Status:*** Pending |  |
| ***Associated Document(s):*** **Policy 4.1.6 Grading Practice CURRENT** | **Document Number(s):****02.01.18.11** |



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| ***Subject:*** **Review Policy 4.1.16 Non-traditional Constituents*****Description:*** **See Executive Committee discussion in the minutes posted for 1/26/15 and 2/9/15.****UPDATE: email from Teri Hammer in Legal to Cera Christensen 11/21/17:** AT is looking at the policy and working with Sam Catanzaro.  Apparently, the policy as currently written needs some revision to get it updated appropriately, so can it be put on hold for now?  It sounds like it will probably take some time.***Status:*** **HOLD** |  |
| ***Associated Document(s):*** ***Non-traditional Constituents Policy*** | ***Document Number(s):*** **12.18.14.04** |



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| ***Subject:*** **Review** **Policy 4.1.20 Final Course Grade Challenge*****Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail.***Status:*** Pending |  |
| ***Associated Document(s):*** **Policy 4.1.20 Final Course Grade Challenge** | ***Document Number(s):*** **12.12.16.04** |



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| ***Subject:*** **Policy 4.1.21 Distance Education*****Description:*** Policy Review assigned 2/12/18.***Status:*** Pending |  |
| ***Associated Document(s):*** **Policy 4.1.21 Distance Education CURRENT** | ***Document Number(s):*** **02.01.18.12** |



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| ***Subject:*** **Review Policy 7.7.6 Registration Blocks*****Description:*** Policy on the policy review cycle. See Exec minutes 10/12/15 for more clarification:*President Dietz: If I might make a comment about the Registration Blocks related to sending these to Academic Affairs, the wording of this, I don’t know if this allows for this or not, but we have the potential, according to this policy to put a hold on every MAP recipient for the spring semester. There are 4,300 of them; we don’t plan to do that even though owe us money for the fall semester, we are trying to hold students, Ryan and the rest of the group have been working hard to try to help lobby, as well as the rest of us on this. Right now, I think if we follow this policy to the letter, I think that we would probably put a hold on all of those people. Our plan is not to do that for the spring semester.****Status:*** **Pending** |  |
| ***Associated Document(s):*** ***Registration Blocks Policy*** | ***Document Number(s):*** **09.18.15.08** |



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| ***Subject****:* ***Description:*** ***Status*** |  |
| ***Associated Document(s):***  | **Document Number(s):** |

