**2018-19** **Academic Senate Rules 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](mailto: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.

|  |  |  |
| --- | --- | --- |
|  | Table of Content | |
| 1 | Assign External Committee Members | **Pending Annually** |
| 2 | Review Committee Functions | **Pending Annually** |
| 3 | Create Committee Minutes | **Pending Bi-Monthly** |
| 4 | Consider Athletics Council Reporting – Blue Book revision | **Pending** |
| 5 | Update Blue Book – Remove Student Center Complex Advisory Board as an external Senate committee | **Pending** |
| 6 | Council on General Education Charge- Blue Book Revision | **Pending** |
| 7 | Administrative Affairs and Budget Committee - Blue Book Revision | **Pending** |
| 8 | Academic Planning Committee Charge Revisions 2017- Blue Book Revision | **Pending** |
| 9 | University Curriculum Committee Charge Revisions- Blue Book Revision | **Pending** |
| 10 | Academic Senate Bluebook- Economic Well Being Committee | **Pending** |
| 11 | Council for Teacher Education Bylaw Revision | **Pending** |
| 12 | College of Business Bylaws | **Pending** |
| 13 | College of Applied Science and Technology Bylaws | **Pending** |
| 14 | Powers Afforded to Student Body President - Academic Senate | **Pending** |
| 15 | EMDH Advisory Board Recommendation | **Pending** |
| 16 | Policy 1.10 Code of Responsibility for Security and Confidentiality of Data | **Pending** |
| 17 | Policy 1.15 Whistleblower Policy | **Pending** |
| 18 | Policy 1.17 Code of Ethics | **Pending** |
| 19 | Policy 1.17A Code of Ethics | **Pending** |
| 20 | Policy 3.3.12B Appendix to Code of Ethics – Consensual Relations | **Pending** |
| 21 | Policy 5.1.19 University Violence Policy | **Pending** |
| 22 | Review Policy 9.2 and 9.2.1 Information Technology Appropriate Use Policy and Procedures for Violations | **Pending** |
| 23 | Review Policy 9.5 Policy on Creation of University Web Sites and associated procedures 9.5.1, 9.5.2, 9.5.3, 9.5.4 and 9.9.5 | **Pending** |
| 24 | **Review Policy 9.7 and 9.7.1 Policy and Procedures for Campus Mass Electronic Communications** |  |



|  |  |
| --- | --- |
| ***Subject:*** **Assign External Committee Members**  ***Description:*** Each Spring semester, the Rules committee receives a list of external committee volunteers from the Senate Clerk. The committee should make assignments before the second Faculty Caucus meeting in April and in time for FC Executive Committee review of the assignments prior to that meeting.  ***Status:*** **Pending Annually each March/April** |  |



|  |  |  |
| --- | --- | --- |
| ***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. Rules Committee Blue Book Section Included in the Rules Issues Pending Packet.  ***Status:*** **Pending Annually** | |  |
| ***Associated Document(s):***  ***Rules Committee Page of Senate Blue Book*** | ***Document Number(s):*** **NA** | |



|  |  |
| --- | --- |
| ***Subject:*** **Create Committee Minutes**  ***Description:*** Submit Approved Committee Minutes from the previous meeting to the Senate Clerk by email ([acsenate@ilstu.edu](mailto: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** |  |



|  |  |
| --- | --- |
| ***Subject:*** **Consider** **Athletics Council Reporting – Blue Book revision**  ***Description:*** 4/25/16: Exec Committee recommended clarifying the Blue Book regarding rationale for the appropriate committee to which the Athletics Council’s various reports should go. Council reports listed under Faculty Affairs, while AABC and SGA receive the budget report from the Director of Athletics (not from the Council). Not clear in AABC charge that SGA receives the same budget report. Not clear whether SGA was supposed to receive the Council reports in addition to FAC receiving them. Not clear why AC reports to FAC.  ***Status:*** **Pending Annually** |  |



|  |
| --- |
| ***Subject:*** **Update Blue Book – Remove Student Center Complex Advisory Board as an external Senate committee**  ***Description:*** Per Michelle Paul, inactive External Committee.  Update: Michelle Paul spoke with Rules Committee in spring 2016. She is very much interested in making this an active committee. There have been no student representatives in the past, but she is working with SGA. Follow up on committee status.  4/25/16: Per Exec Committee, Chairperson Kalter may present faculty candidates to the Faculty Caucus for election.  Rules 2/3/16: Motion to refer issue to Student Government to determine level of involvement and submit feedback regarding future involvement.   * Motioned by: Cox- Seconded by: Chebolu- Unanimously approved.   12/5/16: Chairperson Kalter met with Danielle Miller-Schuster in the VPSA office and Zach Schaab of the SGA at Miller-Schuster’s request. Due to the reorganization of the VPSA division and the merging of Campus Dining with the Bone Student Center in their reorganization plan, they would like to merge this committee (originally for Braden planning, later for all Student Center planning and operations) into an existing administrative advisory committee and decommission this external Senate committee. Documents will be forwarded soon.  Question to consider for clarification in bluebook, email from Tammy Hansen 2/15/18: My Election Committee has a question regarding eligibility rules.  Specifically, the rules state that administrators cannot serve on FRC and URC.  Does “administrators” refer to chairs and/or associate chairs or any other administrative-type position in a school/department?  Or would it be for a faculty member who is part-time or full-time in an administrative office outside of the school/department?  ***Status:*** **Pending** |
| ***Associated Document(s):***  ***Blue Book Update: Student Center Complex Board Disestablishment – Inactive Senate External Committee (Referencing Michelle Paul, Bone Student Center Director)***  **EMDH Advisory Board Recommendation** | ***Document Number(s):*** **11.06.15.01**  **05.09.17.01** |



|  |  |
| --- | --- |
| ***Subject:*** ***Council on General Education Charge- Blue Book Revision***  ***Description:*** Proposed revisions by CGE.  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***CGE120517 Minutes***  ***COUNCIL ON GENERAL EDUCATION Charge MARK UP*** | ***Document Number(s):***  ***01.31.18.03***  ***02.27.18.03*** |



|  |  |
| --- | --- |
| ***Subject:*** ***Administrative Affairs and Budget Committee - Blue Book Revision***  ***Description:*** Proposed revisions by Exec on 4/30: Add in AABC charge to review NTT AIF concurrent with regular AIF report.  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***Excerpts from 4.30.18 Exec minutes*** | ***Document Number(s):***  ***06.19.18.12*** |



|  |  |
| --- | --- |
| ***Subject:*** ***Academic Planning Committee Charge Revisions 2017- Blue Book Revision***  ***Description:*** Proposed changes from the Academic Planning Committee.  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***Academic Planning Committee Charge Revisions 2017*** | ***Document Number(s):***  ***09.26.17.01*** |



|  |  |
| --- | --- |
| ***Subject:*** **University Curriculum Committee Charge Revisions- Blue Book Revision**  ***Description:*** Revision suggestions from the committee.  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***Email for Susan Kalter***  ***Memo from UCC Chair to Academic Senate***    ***UCC Charge side-by-side view as edited***  ***Approved Revised Charge to UCC 2017*** | ***Document Number(s):***  ***12.05.17.01***  ***10.26.17.04***  ***10.26.17.05***  ***10.26.17.06*** |



|  |  |
| --- | --- |
| ***Subject:*** **Academic Senate Bluebook- Economic Well Being Committee**  ***Description:*** Minutes from Executive committee 2/27/17:  Senator Kalter: So should our step be to recommend that Rules. I think it would be appropriate to send it to Rules to recommend decommissioning of the policy, or the Blue Book page, I should say. Great.  ***Status:*** **Pending** |  |



|  |  |
| --- | --- |
| ***Subject:*** ***Council for Teacher Education Bylaw Revision***  ***Description:***  **Exec minutes from 3/20/17:** Senator Kalter: So these have actually already gone to Martha for Rules Committee. They're just being distributed out. So, did anybody see anything that they would like to advise Rules about as they're reviewing these? And, Martha, you said you didn't think you were going to get to these by the end of the year, right? Yeah, because you're doing the IT stuff.  Senator Horst: We'll have a conversation about the IT stuff, and then we're going to do our external committee slate.  **Notes from Chairperson Kalter**: make sure that all the college councils place in their bylaws that if they make changes to their dean or chair evaluation instruments, those changes need to come through the Senate for approval.  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***CTE Bylaws (Revised and Formatted 03.8.17)2 MARK UP***  ***CTE Bylaws (Revised and Formatted track changes accepted 03.8.17)2 CLEAN COPY*** | ***Document Number(s):***  ***03.08.17.04***  ***03.08.17.05*** |



|  |  |
| --- | --- |
| ***Subject:*** ***College of Business Bylaws***  ***Description:*** From Dean Ajay Samant for review.  **Notes from Chairperson Kalter**: make sure that all the college councils place in their bylaws that if they make changes to their dean or chair evaluation instruments, those changes need to come through the Senate for approval.  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***COB Bylaws*** | ***Document Number(s):***  ***09.22.17.01*** |



|  |  |
| --- | --- |
| ***Subject:*** **College of Applied Science and Technology Bylaws**  ***Description:*** Review proposed chances: Re: Todd McLoda: The biggest change is to the process for selecting chairs/directors as we want to conduct a national-level search each time there is a vacancy.  We will have one director search in the fall so we will need to abide by the current by-laws but we are looking forward to the change in language for future chair/director searches.  **Notes from Chairperson Kalter:** make sure that all the college councils place in their bylaws that if they make changes to their dean or chair evaluation instruments, those changes need to come through the Senate for approval.  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***CASTBylaws 11-17-17 track changes***  ***CASTBylaws 11-17-17*** | ***Document Number(s):***  ***11.27.17.10***  ***11.27.17.11*** |



|  |  |
| --- | --- |
| ***Subject:*** ***Powers Afforded to Student Body President - Academic Senate***  ***Description:*** Review needed for editorial revision by Student Body President.  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***Email from Beau Grzanich***  ***Powers Afforded to Student Body President - Academic Senate*** | ***Document Number(s):***  ***08.21.17.01***  ***08.21.17.02*** |



|  |  |
| --- | --- |
| ***Subject:*** ***EMDH Advisory Board Recommendation***  ***Description:*** Review needed for proposed new committee. See exec minutes from 8-21-17 for clarification.  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***From Danielle Miller-Schuster- EMDH Advisory Board Recommendation (Dist. to Rules)*** | ***Document Number(s):***  ***05.09.17.01*** |



|  |  |
| --- | --- |
| ***Subject: Policy 1.10 Code of Responsibility for Security and Confidentiality of Data***  ***Description:*** See Executive Minutes for 4/17/2017 for clarification  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***Policy 1.10 Code of Responsibility for the Security and Confidentiality of Data***  ***From General Counsel; Email from Teri Hammer***  ***From Teri Hammer; Policy 1.10 Editorial Changes*** | ***Document Number(s): 4.13.17.03***  ***10.26.17.03***  ***10.24.17.03*** |



|  |  |
| --- | --- |
| ***Subject:*** **Review Policy 1.15 Whistleblower Policy**  ***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 1.15 Whistleblower Policy** | ***Document Number(s):***  **12.12.16.06** |



|  |  |
| --- | --- |
| ***Subject:*** ***Policy 1.17 Code of Ethics***  ***Description:*** Senate Chairperson question to Executive Committee 10/02/17: Does "Maintaining Our Values" #11 of the Code of Ethics needed clarification? Does "all evaluative activities" refer only to formal evaluation activities such as those performed by faculty status committees, instructors who are grading students, etc. or also to evaluations of "superiors" or people in positions of greater institutional power: instructors by students, chairpersons or deans or provosts or presidents by faculty and students? If it includes the latter, in what way could this chill shared governance?  **Review Exec 10/02/17 Minutes for clarification if needed.**  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Policy 1.17 Code of Ethics***  ***Email from Senate Chairperson, Items for Exec*** | ***Document Number(s):***  ***06.06.17.04***  ***06.06.17.01*** |



|  |  |
| --- | --- |
| ***Subject:*** **Policy 1.17A Code of Ethics**  ***Description:*** Policy Review  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***Policy 1.17A Code Of Ethics Professional Relationships CURRENT*** | ***Document Number(s):***  ***02.01.18.21*** |



|  |  |
| --- | --- |
| ***Subject:*** **Review Policy 3.3.12B Appendix to Code of Ethics – Consensual Relations in Instructional Settings concurrent with Policy 3.1.44 Consensual Relations In The Instructional Context And Outside Of The Instructional Context**  ***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):***  ***Appendix to Code of Ethics Policy – Consensual Relations in Instructional Settings***  ***3.1.44 Consensual Relations In The Instructional Context And Outside Of The Instructional Context*** | ***Document Number(s):*** **11.06.15.07**  **02.05.18.01** |



|  |  |
| --- | --- |
| ***Subject:*** **Policy 5.1.19 University Violence Policy**  ***Description:*** Policy Review  ***Status:*** Pending |  |
| ***Associated Document(s):***  ***Policy 5.1.19 University Violence Policy CURRENT*** | ***Document Number(s):***  ***02.01.18.23*** |



|  |  |
| --- | --- |
| ***Subject:*** **Review Policy 9.2 and 9.2.1 Information Technology Appropriate Use Policy and Procedures for Violations**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail. Executive Committee discussion 11/30/15.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Information Technology –Policy on Appropriate Use***  ***Information Technology –Procedures for Appropriate Use Violations*** | ***Document Number(s):*** **11.17.15.05**  **11.17.15.06** |



|  |  |
| --- | --- |
| ***Subject:*** **Review Policy 9.5 Policy on Creation of University Web Sites and associated procedures 9.5.1, 9.5.2, 9.5.3, 9.5.4 and 9.9.5**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail. Executive Committee discussion 11/30/15.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Policy on Creation of University Web Sites***  ***Procedures for Establishing a Web Presence and Domain Names***  ***Procedures for Establishing Essential Elements in University Websites with a Public Presence***  ***Procedures for Meeting Website Accessibility Requirements***  ***Procedures for Submitting Campus Map Updates and Special University-Wide Web Images and Announcements***  ***Procedures for University Web Privacy Notices and Practices*** | ***Document Number(s):*** **11.17.15.07**  **11.17.15.08**  **11.17.15.09**  **11.17.15.10**  **11.17.15.11**  **11.17.15.12** |



|  |  |
| --- | --- |
| ***Subject:*** **Review Policy 9.7 and 9.7.1 Policy and Procedures for Campus Mass Electronic Communications**  ***Description:*** Policy on the policy review cycle. Executive Committee minutes for the date(s) associated with the numbered documents may have further detail. Executive Committee discussion 11/30/15.  ***Status:*** **Pending** |  |
| ***Associated Document(s):***  ***Policy for Campus Mass Electronic Communications***  ***Procedures for Campus Mass Electronic Communications*** | ***Document Number(s):*** **11.06.15.08**  **11.06.15.14** |

