**Academic Senate**

**University Policy Committee Meeting Minutes**

**Wednesday, September 13, 2023**

**6:00 P.M.**

**4 EAST LOUNGE, BONE STUDENT CENTER**

**6:50PM Hard Stop**

***Call to Order:*** *Committee Chair Kate Sheridan called the meeting to order at 6:00pm*

***Roll Call***

* ***Present:*** *Eric Peterson, CAS Faculty; Angela Bonnell, MIL Faculty; Tyler Bever, Student Senator; Lauren Bounds, Student Senator; John McHale, CAS Faculty; Braxton Myers, Student Senator; Kate Sheridan, CAS Faculty & UPC Chair; Quanisha Kumi-Darfour, CS Council Senator; Janice Bonneville, Provost Designee; Dean Andy Morgan, VP Student Affairs Designee*
  + ***Note:*** *Senator Kumi-Darfour serving as secretary in absence of Senator Ryan Russell*
* ***Not Present:*** *Michael Barrowclough, CAST Faculty; Ryan Russell, Student Senator*

***Public Comment:*** *None*

***Presentation:*** *None*

***Current Business***

1. ***Review Yearly UPC Charge functions***
   1. *Review Committee Charge- see Academic Senate Bylaws, Appendix II found here:* [*https://academicsenate.illinoisstate.edu/about/bylaws/#Appendix-Two*](https://academicsenate.illinoisstate.edu/about/bylaws/#Appendix-Two)
   2. *Submit Approved Committee Minutes from the previous meeting to the Senate office administrator by email (*[*acsenate@ilstu.edu*](mailto:acsenate@ilstu.edu)*) following each meeting*
2. ***Select first policy for review from the following policies***
   * *Policy 1.15 Whistleblower Policy*
   * *Policy 1.17A Professional Relationships*
   * *Policy 1.19 Protection of Minors*
   * *Policy 3.2.11 Employment in Excess of Full Time Appointment*
   * *Policy 3.3.12 A. Appendix to Code of Ethics - Faculty Responsibilities to Students*
   * *Policy 3.3.12 C. Appendix to Code of Ethics - Involvement in Political Activities*
   * *Policy 8.1.1 Television Programming*
   * *Policy 9.2 and 9.2.1 Information Technology Appropriate Use Policy and Procedures for Violations*
   * *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*
   1. *Committee agreed to prioritize Policy 9.2 and 9.2.1 Information Technology Appropriate Use Policy and Procedures for Violations first, then 1.15 whistleblower policy, and 1.19 protection of Minors and to put review of policies on hold pending further information.*
      1. *Policies 9.2 and 9.2.1 were unavailable for committee review. Senator Sheridan will follow up to retrieve documents.*
      2. *During meeting, committee began reviewing whistleblower policy and Senator Sheridan recorded main discussion points presented by committee*
   2. *For the next meeting committee on 9-27-2023*
      1. *Review Policy 9.2 and 9.2.1 Information Technology Appropriate Use Policy and Procedures for Violations*
      2. *Be prepared to talk about the proposed language for 1.8, and 1.1.19*
3. ***General Notes*** 
   1. *Meetings agendas, committee packets and minutes will be found in UPC Teams chat.*
   2. *Original policies can be accessed via policy.illinoisstate.edu.*

***Adjournment:*** *Senator Myers moved to adjourn the meeting and Senator McHale seconded. Meeting adjourned at 6:51pm*

***Respectfully submitted by:***

***Senator Quanisha Kumi-Darfour***