**Academic Senate Rules Committee**

**Illinois State University**

**11/20/2024**

**Minutes**

Meeting called to order at 6:04pm

**Attendance:**

* Senator John McHale
* Senator Rick Valentin
* Senator Tom Hammond
* ~~Senator Nesrin Ozalp~~
* ~~Senator Kate Sheridan~~
* Senator Mitchell Ruffin
* Senator Braden Beasley
* Senator Saqlain Khurshid
* Senator Alondra Zagal
* Provost Designee Sue Hildebrandt

Absences: 2

**Public Speakers:**

* None

**Approval of 10/23/2024 minutes:**

* Motion: Ruffin
* Second: Hammond
* Approved

**Agenda:**

SAR #0168: [Review minor clarifications to the WKCFA Council Bylaws to be inclusive of the School of Creative Technologies.](https://illinoisstateuniversity.sharepoint.com/:w:/s/RulesCommittee/ERZ_beXRsRREkH7uRic0QMoBd8dGwhyevY2o0ESiW_uj-w?e=Apxmzj)

* Janet Tulley at meeting to speak about changes
* Tulley: Changing the name, but also considering bylaws regarding membership. There are 9 possible faculty that could become creative technology faculty, needing 2 to represent creative technology.
* Suggesting reducing to 1 representative
* Hammond: suggesting minor edits to correct school name
* McHale: clarification of the inclusion of film in THD
  + Despite the exclusion of an “F,” THD is still the School of Theatre, Dance, and Film
* Valentin: minor suggestion about having the full names of the schools included in their first mention in the document
* Hammond: article III, section 3 suggestion about clarifying the academic year the elections are taking place
* Hammond: article III, section 7 question about eligibility to run if member has exceeded number of absences
* Valentin: document (following minor adjustments to language) is good for review at a later date.
* Valentin: Proposal to endorse revisions with given editorial changes
  + Motion: McHale
  + Second: Ruffin
  + Passed

SAR #0038: [Mennonite College of Nursing Bylaws](https://illinoisstateuniversity.sharepoint.com/:w:/s/RulesCommittee/EY9NlTAvn5RCsoLTaExdqn0BIO5qxMvbAgzWq6xqnbWFDQ?e=60kvUK)

* Sandy Nielsen and Robin Trost to guest speak
* Nielsen: Looking at bylaws since summer 2022. When it went through rules committee before, many revisions were made. College council has changed since then. These bylaws reduce numbers significantly. Council voted to maintain a tenured faculty of 5 and 2 non-tenured members. Member may be removed if unable to attend 2 meetings and can be replaced by new member if before May or if member who has been absent has valid reasons for those absences.
* Article VI, Section 4, Quorum A tabled what to count as majority
  + Deciding to keep as a 2/3 majority, as simple majority will typically be that amount in most groups
  + Only thing that was not finalized during previous council meeting due to time
* Valentin: Article VI, section 1c question about Roberts Rules mention
  + Not subject to Open Meetings Act, so they do not feel the need to abide by the terminology and deciding to leave it as is
* Article VI, section 2a
  + Desire to have face-to-face meetings, whether that be in person or on Zoom. Requirement for in-person meetings not passed due to complications some members would have, allowing for some to meet remotely
  + Remote members constitute for quorum
* Nielsen: Satisfied with consensus about bylaws. Next meeting discussing it will be Dec 2.
* Valentin: Suggest passing bylaws to exec, with the notion of having an amendment during approval to adjust majority language.
* McHale: move to endorse it “in spirit” to approve language
  + Motion: McHale
  + Second: Hammond
  + Approved

SAR #0037: [College of Engineering Bylaws](https://illinoisstateuniversity.sharepoint.com/:w:/s/RulesCommittee/Edtbx0jMQshIlOqIDP3wYbYBQs_nHVntnH7nMD9gEm7CbA?e=ZZWPhO)

* Valentin: Since it has gone through many revisions, current document has some editorial revisions from exec and general council, such as defining simple majority of members during meetings.
  + Legal has made suggestions and modifications. CEG has voted to approve present language
* McHale: Given recent financial concerns, seeking clarification that our approval is the approval of the bylaws and not the approval of financing the college itself
  + Was confirmed as such
* Valentin: proposal to endorse CEG bylaws
  + Motion: Khurshid
  + Second: McHale
  + Approved

SAR #0033: [Update CTE Bylaws in Appendix II](https://illinoisstateuniversity.sharepoint.com/:w:/s/RulesCommittee/EZsB_dNaEGxMqAZZVgLQh4IBee1FSfcOy8ighDLYYSn2cg?e=NldMI6)

* Valentin: Took into account suggestions from last time Rules went through bylaws
  + Clarifying number of voting members (Article II)
  + Absences; missing a third meeting requires a vacation of the seat (Article II, section 6)
* McHale: Article IV. Suggestion on how to set up sentences due to them being fragmented
  + Hammond: Quoted section should remove quotation marks or cite what it is referencing if it is referencing something. Unclear as to why it is in quotes
  + Minor suggestions made to clarify certain grammar concerns
* Valentin: Removal of committee public comment section, as they are clarified in general internal/external committee bylaws
* General formatting suggestions to remove unnecessary spaces between articles
* McHale: Proposal to approve bylaws with the given editorial changes
  + Motion: McHale
  + Second: Hildebrandt
  + Approved

**Adjournment:**

Motion: Ruffin

Second: Hammond

Meeting adjourned at 7:27pm