**Academic Senate Rules Committee**

**Illinois State University**

***3/23/22***

**Minutes**

**Attendance:**

|  |  |  |
| --- | --- | --- |
| Todd Stewart (chair)     | Chloe Miller (secretary)     | Lucky Deutsch     |
| Dylan Toth  | Lawrence Landfair  | Bahae Samhan |
| Steven Peters     | Roberta Trites     | Craig Blum |
| Jake Williams   |    |    |

**Absences:** Blum, Samhan

**Meeting called at *6:02 p.m.***

**Public Comment (up to 10 minutes)**

**Approval of Minutes for 3/2/22:**

* Motion: Deutsch
* Second: Landfair

**Policy 1.10 – Security and Confidentiality of Data and Information**

* First sentence, add an oxford comma in front of and integrity
* In first paragraph: take out comma after Faculty, and change it from “Faculty, and/or staff” to “Faculty and staff”
	+ End of section: switch “and/or” to “and University policies”
* Take out a floating I in the list
* H: in list is not in the same font, will select all and make it the same font
* Under violations: added area code to the phone number and fixed a broken link
* Formatted the phone numbers in the same way
* Motion to approve policy with changes: Landfair, second: Miller

**College of Education Bylaws – continuing page 11, start of section 5**

* Section 5 -
* D. Elections and Term: inconsistent with eligibility and then the next it says elected
	+ Reason for spaces between department / unit? Take out the spaces
* F: add oxford comma after school, before “or laboratory school”
* G: Procedures –
	+ Change all “will” to shall, do this throughout the bylaws
	+ His/her is gendered language and should be changed
* Section 7 –
* C should be H-1 instead of H. 1 for the appendix reference
* B. Membership (8): why are they saying student should be a voting member twice, suggesting to only say it once
* Section 8 –
* B. Membership: there is a plural for representatives that The Dean can select, change the number in the section title to plural to fix this issue
* D. Election and Term: the section reference: “Section VIII.8.B” should be Section 9, update the reference so it’s correct
* Section 9 –
* G. Procedures: number 2 regarding the minutes is different from the other committees, why is that the case?
* ARTICLE IX. DEPARTMENTS: title should be changed to Departments, Schools, and Laboratory Schools
* Section 1 –
* B. Acting Chairpersons/Directors: no mention of a staff member being on the committee
* Section numbers are incorrect after section 2, skipped 3
* Section 3 (new number, used to be 4) –
* Capitalization needs work throughout, Dean is not capitalized numerous times
* Section 5 –
* No university policy regarding including employees and staff to be in search of Laboratory Schools
* Capitalization inconsistence: Laboratory School Principals but also laboratory school principals, be consistent
* C: Search Committee Composition: number 5 needs a period and change Parent to parent

**Meeting adjourned: 6:55 p.m.**