**Academic Senate Rules Committee**

**Illinois State University**

**9/11/2024**

**Minutes**

**Attendance:**

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

Absences: 0

* Guest: Vijay Devabhaktuni, College of Engineering

Meeting called to order at 6:01

**Public Speakers:**

* No commenters

**Approval of minutes:**

* No previous minutes to approve

**Agenda:**

Introductions

* Members introduced themselves, titles, their time in the senate and previous roles if any

Review Committee Functions

* Meeting schedule for senate committees will be alternating between full senate meetings and full committee meetings throughout the semester
	+ Schedule will be available on Teams
* Will follow the functions as stated in the bylaws
	+ See Appendix II, section A

Review Issues Pending / Priorities

* New tracking system the senate is using with senate action requests assigned to our committee, called Kuali
* Current action requests for committee for the 2024-2025 year:
* SAR #0038: **Mennonite College of Nursing Bylaws**
* SAR #0037: **College of Engineering Bylaws**
* SAR #0035: **Other Edits to Bylaws Suggested by Legal**
* SAR #0033: **Update CTE Bylaws in Appendix II**
* SAR #0032: **NTT rep on Financial Exigency Committee**
* SAR #0031: **Academic Facilities Report on charges**
* SAR #0030: **Public Comment Time Frame for Int. and Ext. Committees**
* SAR #0029: **Athletics Council Bylaws**
* SAR #0028: **Voting Procedures of the Academic Senate**
* SAR #0036: **Review the constitution regarding the review and approval of bylaws of schools**
* SAR #0034: **Move University Hearing Panel and University Appeals Board to Affiliated Status after Separate Policy on Each is Created**
* SAR #0107: **Consider Editing Internal Committee Bylaws to Accommodate new Engineering senator.**

Consideration to Return [Voting Procedures](https://illinoisstateuniversity.sharepoint.com/%3Af%3A/s/RulesCommittee/En1OjYsrI05HiiIDaADSYQgBhhWI5Ex5uAH956WbNuCw1Q?e=QmWTQE) Policy Changes

* Executive recommended that the policy be returned to exec and be reexamined and altered to be reassigned at a later date
* Some minor revisions in language
* General feedback that more complex language should be altered back into original language
* Hammond: If there is no problem in it (something hasn’t gone wrong in the past), there should be no worry about returning for the time being
* Brought up possible concern with tie-breaking processes
* Valentin: motion to consider returning voting procedure policy change to exec committee
* Second: McHale
* Voted yes unanimously

Review [College of Engineering Bylaws](https://illinoisstateuniversity.sharepoint.com/%3Aw%3A/s/RulesCommittee/Eeunx1VSNYBNrN69HA4heHIBHBGIa849q1Pq3HnFUpLs-g?e=oUo6pZ)

* Vijay Devabhaktuni present to speak
* Devabhaktuni: without bylaws being approved, college council cannot meet due to the fact that these are the initial bylaws
	+ Bylaws being reviewed are typically pre-established being changed
* Devabhaktuni: ISU has launched a new college of Engineering. Students arrive in the 2025 year, a dean has been appointed as well as chairs. Approval of these bylaws will give starting point to begin processes in the college.
* Initial drafts of bylaws have been reviewed by rules committee last year
* Devabhaktuni: College used bylaws of other colleges as inspiration for their bylaws. Before submitting draft to committee, draft was sent to Senator Blum and Chairperson Horst for rounds of review and feedback so that it can finally be formally submitted this year.
* Devabhaktuni: General concern about shared governance within college faculty. Other comments about nominations vs elections, as well as committee functions and membership roles not being clearly defined. These comments were carefully reviewed with Associate Dean and other colleagues over the summer in order to modify bylaws.
* Valentin suggests stepping through document and to ask questions as it is reviewed
	+ Valentin: Editorial change “his/her” to “their” throughout
	+ Can vote to approve, with note of any editorial changes to be reviewed in a later meeting (essentially approving it to be adjusted later like any other set of bylaws)
	+ Khurshid: how does chairperson/department communicate to newer students?
		- 3-4 classes for the freshmen year that the college runs (Mat lab for engineers, freshmen design, etc). Engineering faculty handles those classes and can use those as opportunities to reach out to/keep in contact with students.
	+ Hammond: needs a consistent method of addressing Dean of college (Dean, the CEG Dean, Dean CEG)
	+ Hammond: in 2.5.5, specifies students, but not other individuals
* Next meeting will continue reviewing bylaws
* Edited document will be sent back to Vijay Devabhaktuni for review

**Adjournment:**

Motion: McHale

Second: Beasley

Meeting adjourned at 6:50