

**Academic Senate Executive Committee Minutes**  
**Monday, September 20, 2004**  
*(Approved)*

**Call to Order**

Senator Crothers called the meeting to order at 4:00 p.m.

**Present:** Lane Crothers, Nathalie op de Beeck, Marian Hampton, Josh Rinker, Brian Blair, Craig Kauzlarich, Farzaneh Fazel, Dusty Evernden, Provost Presley, President Bowman

**Absent:** Paul Borg, Richard Boser

**Approval of Executive Committee Minutes of September 7, 2004**

**Motion XXXVI-8:** By Senator Rinker, seconded by Senator Kauzlarich, to approve the Executive Committee Minutes of September 7, 2004. The minutes were unanimously approved.

**Oral Communication:**

**09.16.04.01 From Steve Bragg: Fiscal Year 2006 Proposed Operating and Capital Requests To IBHE – Request for Addition of Presentation to Senate Agenda of September 29, 2004**

Dr. Stephen Bragg, Finance and Planning, will present the proposed operating and capital budget requests, which will be submitted to the Illinois Board of Higher Education, to the Senate Administrative Affairs and Budget Committee and to the full Senate on September 29, 2004.

**Distributed Communications:**

**09.08.04.01 From John Presley, Provost: Recommendations for Administrative Selection (Search Committee) Policy Revisions**

Recommendations from the Provost for revisions to the Administrative Selection (Search Committee) Policy were submitted to the Senate Administrative Affairs and Budget Committee, which currently has the policy under review.

**09.08.04.02 From Larry Quane, Acting University Registrar: Incomplete Grade Permit Form - Online Procedure (To Academic Affairs Committee)**

The process for collection of grades is being transformed into an online system. Faculty members can soon submit the Incomplete Grade Permit Form electronically once that form is placed online. If the form is submitted to the University Registrar by the online procedure, department chairpersons will not have the opportunity to be involved before the grade is submitted. However, after grade reporting, chairpersons will be informed of all incomplete grades within the department during the previous semester.

**09.10.04.01 From Josie Evola, Acting Director, Office of Diversity and Affirmative Action: 2004-2005 Affirmative Action Plan**

The Senate Office received a copy of the 2004-2005 Affirmative Action Plan. The plan in its entirety is on the ISU web site at: <http://www.diversity.ilstu.edu>.

**09.10.04.02 From “Concerned ISU Faculty Members”: Recommendations for Salary Increments for Tenure/Tenure Track Faculty Memo**

As this memo to the Senate was unsigned (anonymous), the Executive Committee did not consider it, per the Faculty Code of Ethics.

**09.10.04.03 From John Presley, Provost: Recommendations for Salary Increments – Request for Addition of Presentation to Faculty Caucus Agenda of October 13, 2004**

Provost Presley will share recommendations for salary increments with the Senate Faculty Caucus on October 13, 2004 in executive session.

**Proposed Agenda for Academic Senate Meeting of September 29, 2004****Call to Order****Roll Call**

*Approval of Minutes of September 15, 2004*

*Chairperson's Remarks*

*Fiscal Year 2006 Proposed Operating and Capital Requests To IBHE (Stephen Bragg, VP of Finance and Planning)*

*Student Government Association President's Remarks*

*Administrators' Remarks*

*Committee Reports*

*Information Item:*

*05.03.04.01 College of Arts and Sciences Bylaws (Rules Committee)*

*Communications:*

*08.24.04.02 Patriot Act Sense of the Senate Resolution (Senators op de Beeck and Reid)*

*Adjournment*

**Motion XXXVI-9:** By Senator Evernden, seconded by Senator Blair, to approve the Senate Agenda of September 29, 2004. The agenda was unanimously approved.

*Adjournment*