

## **FACULTY SENATE EXECUTIVE COMMITTEE**

**Zoom Meeting ID 920 3685 0196**

**September 10, 2020 – 2:30pm**

### **Approved Minutes**

The regular meeting of the Faculty Senate Executive Committee was called to order at 2:30pm on Thursday, September 10, 2020 in Zoom by President Laurie Rice.

Present: Laurie Rice, Jocelyn DeGroot-Brown, E. Duff Wrobbel, Keith Hecht, Jingyi Jia, Stephen Kerber, Marie Klopfenstein, Mike Shaw, Ezra Temko

Guests: Ann Popkess (UPBC)

#### **Public Comment:**

There was no public comment.

#### **Announcements:**

The Board of Trustees meeting will be held on September 17 in Carbondale and will be available to live stream.

#### **Consideration of Minutes:**

The minutes for the August 27, 2020 meeting were approved as written.

#### **Action Items:**

There were no action items.

#### **Unfinished Business:**

The organizational chart was reviewed and language for representation on search committees was suggested. There is currently no language in the Faculty Senate Constitution or Bylaws. Representation could be requested, which could later be written into documents as they are revised. Rules and Procedures was asked to review to see if there are any other positions Faculty Senate would want input on, and Rice will have a discussion with the Chancellor. It was also suggested to ask that appointments be made by the Senate rather than asking for a pool of appointments.

Faculty Senate still has vacancies on the Intercollegiate Athletics Committee (ICAC). Rice will check on the status of the proposal to make Athletics become self-sustaining.

Temko submitted a proposed for the Faculty Senate reorganization as well as information from the All Faculty Meeting. A working group would include the Constitution and Bylaws subcommittee, and it was suggested that current Council chairs be part of the discussion. There was a discussion on represented and non-represented faculty and how to include them as well as how to include non-tenure track faculty who do not have a service component to their contract.

All Councils need to have an Open Meetings Act designee. The training is slightly different for designees.

**New Business:**

There was a discussion of who needed to be involved in a review and evaluation of SET usage. It was recognized that the SET is an inherently biased instrument. Operating papers were reviewed. Curriculum Council will reach out to the Committee on Assessment (COA) to remind them that an assessment is due.

A task force to review the Admissions Policy criteria was discussed. The Academic Standards Committee of the Curriculum Council has to be reformed as all previous members have completed their terms. Hecht suggested including a representative from the Anti-Racism Task Force on the ad hoc committee. Scott Belobrajdic will be consulted to avoid duplication of effort.

Procedures to make Faculty Senate meetings more efficient were discussed. The Open Meetings Act (OMA) requires electronic meetings to vote by roll call. There was a suggestion to have guests record their presentation ahead of time and be available for questions. Concerns about chat channel discussions were expressed, including being non-compliant with OMA. Creating a rolling omnibus motion was suggested to address routine items in a single vote. A document covering procedures will be drafted and reviewed by the Executive Committee before the next Faculty Senate meeting.

Temko shared concerns about including faculty with continuing appointments (NTT) being prohibited by the College of Arts and Sciences (CAS) operating papers. There is no prohibition on the contract side for curricular matters. There was a discussion on how to incorporate those doing academic work. The topic will be discussed and reviewed by the Rules and Procedures Council.

**Reports:**

The University Planning and Budget Committee (UPBC) heard a report from Vice Chancellor Rich Walker which included a budget prioritization request. He informed of the impact of COVID-19 on his unit including increased costs for cleaning supplies and a loss in parking revenue. 10<sup>th</sup> day numbers look to be strong, and enrollment is at 98.6% of last year. Graduate enrollment is strong and near record retention. CHAPA will reconvene soon to review Provost Denise Cobb, who is also due for a 4-year review.

Curriculum Council will be working on the SET evaluation and admissions criteria.

The Welfare and Governance Council will be concluding work on the grievance procedure for non-represented faculty and hope to have something to present in October.

The Carnegie Committee under the Graduate Council will start work again, and the next step is to hold public forums to allow for campus input on the report. Tentatively it will be presented to the Graduate Council in November with final approval in December.

The Past-President was contacted by Darryl Cherry about a first-generation celebration. Faculty were requested to self-identify as first-generation students and to potentially mentor first generation students in an informal way. It is currently done within SOAR, however they would like to create a

community that allows students to come to faculty with questions. ACCESS has a similar program, and it was suggested to refer him to Dominic Dorsey to see how they operate their program.

The President-Elect stated that he will be involved in the reorganization process.

The President shared that she recommended Christienne Hinz for Working Group 1, Flo Mattita for Working Group 4, and suggested that someone from the sustainability action group be considered. Rice will serve on Working Group 2.

Temko will follow up on vacancies to ensure they are being addressed.

There were no other reports.

**Adjournment:**

The meeting adjourned at 4:20 pm.

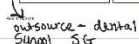
Submitted by Anne Hunter, University Governance

FACULTY SENATE EXECUTIVE COMMITTEE  
Zoom Meeting ID: 920 3685 0196, Password: chimega  
<https://siue.zoom.us/j/92036850196>  
Magnolia Room, Morris University Center  
September 10, 2020 – 2:30PM

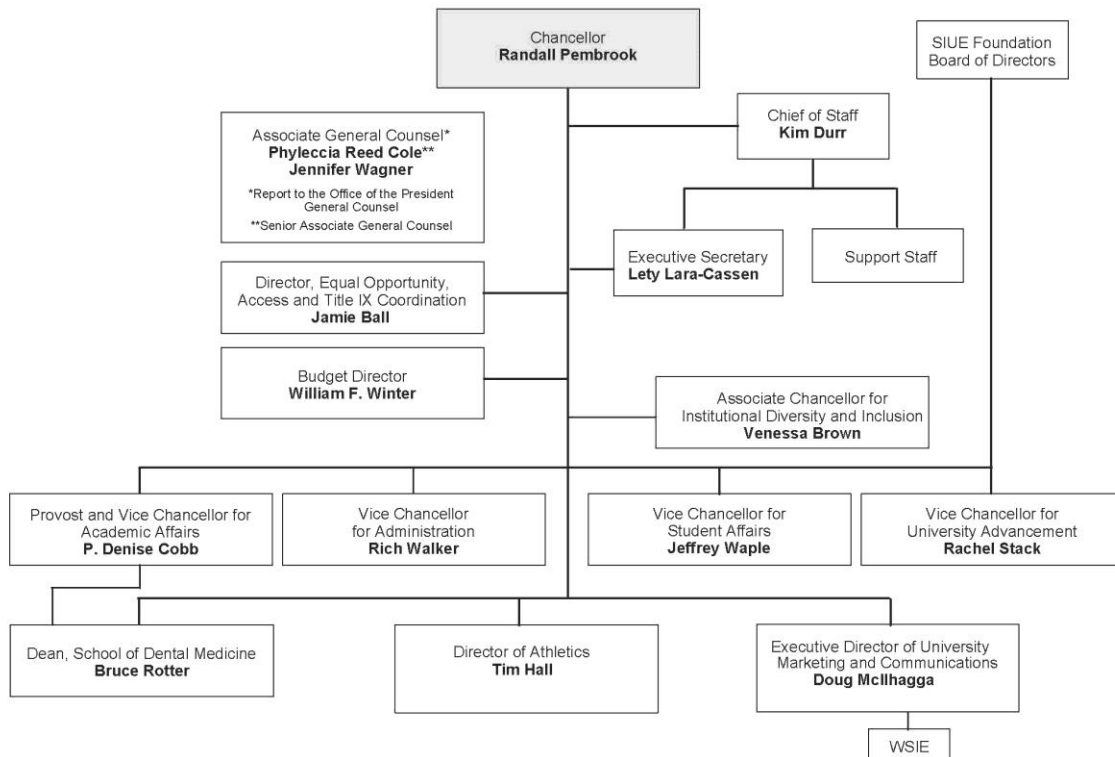
AGENDA

- I. CALL TO ORDER
- II. PUBLIC COMMENT\*
- III. ANNOUNCEMENTS
  - a. Board of Trustees Meeting September 17 at School of Dental Medicine
- IV. CONSIDERATION OF MINUTES
  - a. August 27, 2020
- V. ACTION ITEMS
- VI. UNFINISHED BUSINESS
  - a. Faculty Senate Representation on Search Committees
  - b. ICAC vacancies
  - c. Timeline and Process for Faculty Senate Reorganization
  - d. Open Meetings Act Designees
- VII. NEW BUSINESS
  - a. Evaluation of SETs Usage at SIUE
  - b. Task Force to Review Admissions Policy Criteria
  - c. Senate meetings
  - d. NTT Voting and Participation
- VIII. REPORTS FROM COUNCIL CHAIRS
  - a. UPBC – Ann Popkess
  - b. Faculty Development Council – Marie Klopfenstein
  - c. Curriculum Council – Keith Hecht
  - d. Rules & Procedures Council – Ezra Temko
  - e. Welfare and Governance Council – Steve Kerber & Jingyi Jia
  - f. Graduate Council – Mike Shaw
  - g. Past-President – Jocelyn DeGroot Brown
  - h. President-Elect – Duff Wrobbel
  - i. President – Laurie Rice
- IX. ADJOURNMENT

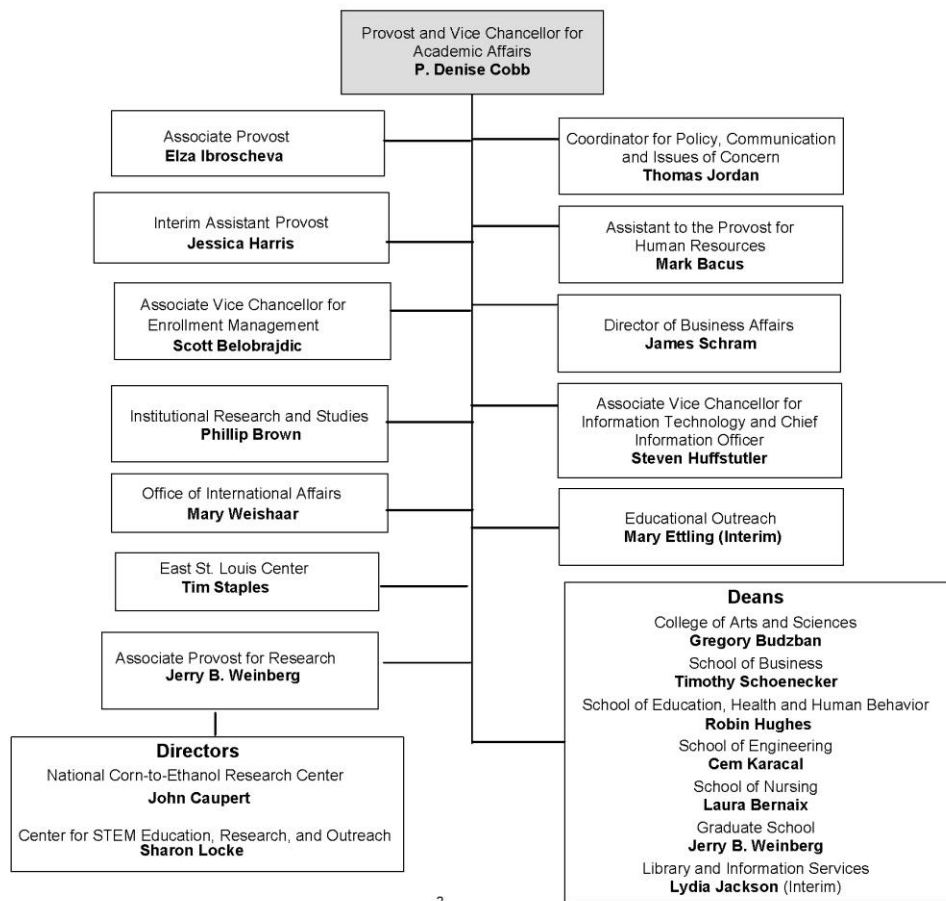
\*Due to Restore Illinois Phase 4 restrictions, the Faculty Senate is accepting public comments via email to encourage social distancing and safety. Submitted comments will be read aloud during the meeting and added to the minutes. Please submit any comments to the University Governance Office at [anhunte@siue.edu](mailto:anhunte@siue.edu) prior to the start of the meeting. Meetings will be accessible via Zoom, and login information is included in the agenda.

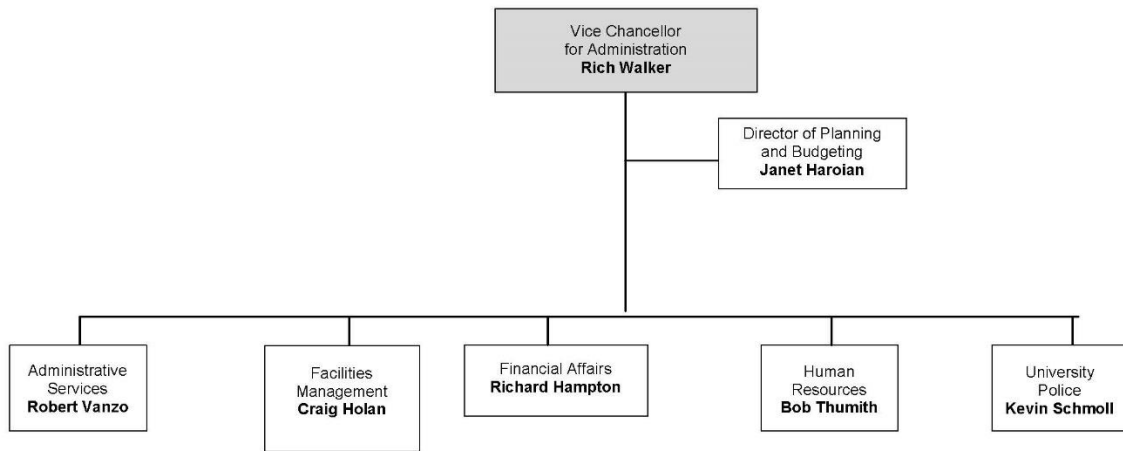


# Southern Illinois University Edwardsville Organizational Chart

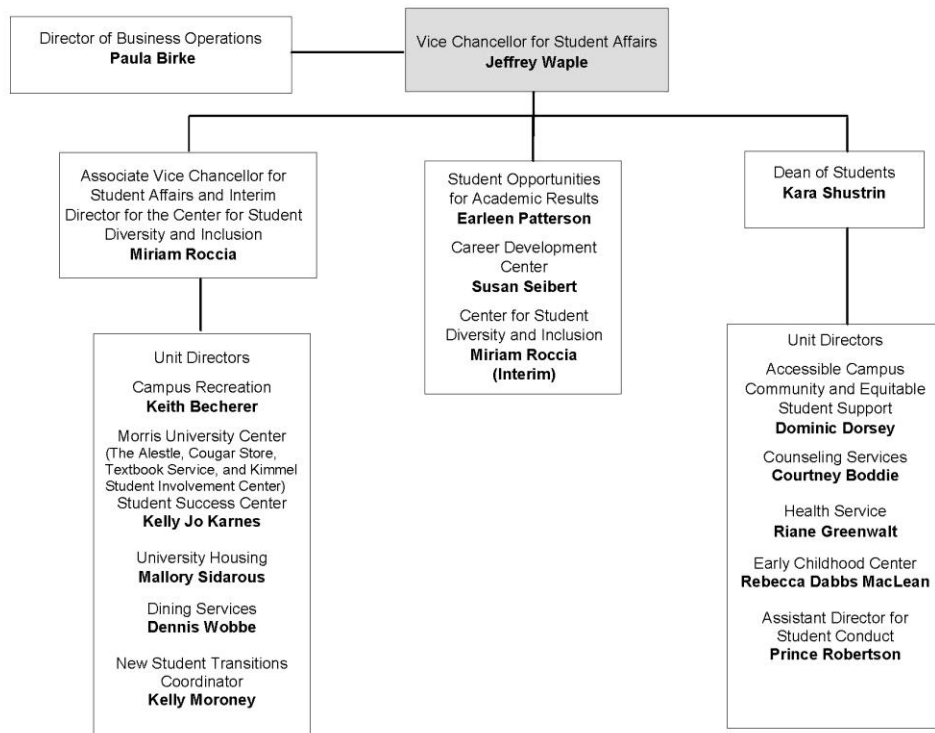


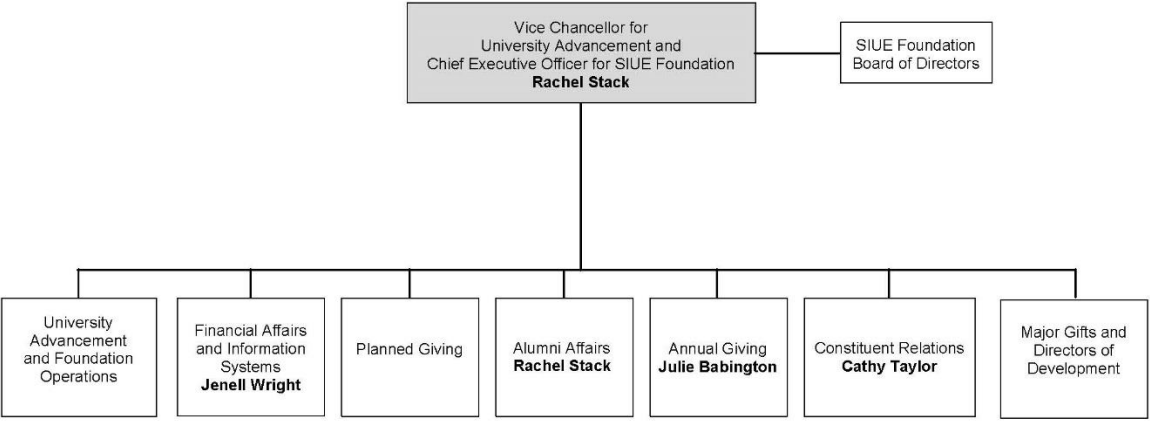
Rev 5/13/2020











- Chancellor Randall Pembroke
  - Chief of Staff (Kim Durr)
  - Associate Chancellor for Institutional Diversity and Inclusion (Venessa Brown)
  - Director for Equal Opportunity, Access and Title IX Coordination (Jamie Ball)
  - University Budget Director (Bill Winter)
  - Provost and Vice-Chancellor for Academic Affairs (Denise Cobb)
    - Assistant Provost for Academic Innovation and Effectiveness (Vacant)
    - Coordinator for Policy, Communication & Issues of Concern (Thomas Jordan)
    - Assistant to the Provost for Human Resources (Mark Bacus)
    - Assistant Provost (Jessica Harris, Interim)
    - Associate Vice Chancellor for Enrollment Management (Scott Belobrajdic)
    - Director of Business Affairs (James Schram)
    - Director Institutional Research & Studies (Phillip Brown)
    - Associate Vice Chancellor for Information Technology (Steven Huffstutler)
    - Executive Director of International Affairs (Mary Weishaar)
    - Director for Educational Outreach (Mary Ettling, Interim)
    - Associate Provost for Research (Jerry Weinberg)
    - Dean of College of Arts and Sciences (Gregory Budzban)
    - Dean of School of Business (Timothy Schoenecker)
    - Dean of School of Education, Health, and Human Behavior (Paul Rose)
    - Dean of School of Engineering (Cem Karacal)
    - Dean of School of Nursing (Laura Bernaix)
    - Dean of Library and Information Services (Lydia Jackson, Interim)
    - Dean of Graduate Studies & Research (Jerry Weinberg)
  - Vice Chancellor for Administration (Rich Walker)
    - Director of Planning and Budgeting (Janet Haroian)

- Director of Administrative Services (Robert Vanzo)
- Director of Facilities Management (Craig Holan)
- Director of Financial Affairs (Richard Hampton)
- Director of Human Resources (Bob Thumith)
- Chief of University Police (Kevin Schmoll)
- Vice Chancellor for Student Affairs (Jeffrey Waple)
  - Director of Business Operations (Paula Birke)
  - Associate Vice Chancellor for Student Affairs (Miriam Roccia)
  - Director, SIUE Counseling Services (Courtney Boddie)
  - Director, Disability Support Services (Dominic Dorsey)
  - Director, Health Services (Riane Greenwalt)
  - Director, Student Opportunities for Academic Results (Earleen Patterson)
  - Director, Career Development Center (Susan Seibert)
  - Director, Center for Student Diversity and Inclusion (Timothy Staple)
- Vice Chancellor for University Advancement (Rachel Stack)
  - Director, University Advancement and Foundation Operations (Kevin Martin)
  - Director, Financial Affairs (Jenell Wright)
  - Director, Development, Lovejoy Library (Jeffrey Brown)
  - Director, Annual Giving Programs (Julie Babington)
  - Director, Constituent Relations and Special Projects (Cathy Taylor)
  - Major Gifts and Directors of Development (Vacant)
- Dean of the SIU School of Dental Medicine (Bruce Rotter)
- Dean of SIUE School of Pharmacy (Mark Luer)
- Director of Athletics (Bradley Hewitt)
- Executive Director, University Marketing and Communications (Doug Melhagga)

#### Draft language

*We have no language about appointments to committees external to the Faculty Senate in our bylaws or constitution! (This is not the only thing we do that does not appear anywhere in our documents. We'll need to take a close look at these as part of the reorganization efforts).*

Here's what the Staff Senate says:

#### **Staff Senate Constitution Article II Section 4.**

The President, after ratification by the Executive Board, may appoint persons to serve on ad hoc or standing committees, councils, study groups, etc., that are established by a person, body, or membership that is shared by other constituencies. Each appointment must be announced to the Staff Senate members voting at a special or regular meeting. The President will receive nominations for committee appointments from the Staff Senate. The Staff Senate will ratify appointments and nominees to UPBC, (University Planning and Budgeting Council), Parking and Traffic, the Chancellor Search Committees, Committee for Higher Administrator Performance Appraisal (CHAPA) **and search committees for positions within two reporting lines of the Chancellor.** CHAPA appointments consist of one from each Vice Chancellor's functional area.

#### Here's similar language we could consider:

The President, after consultation with the Executive Committee, may appoint persons to represent faculty on ad hoc or standing committees, councils, etc. Each appointment must be announced to the Faculty Senate members.

The Faculty Senate will ratify appointments and nominees to UPBC, (University Planning and Budgeting Council), Parking and Traffic, Intercollegiate Athletics Committee, and Committee for Higher Administrator Performance Appraisal (CHAPA).

The Faculty Senate shall be represented on Chancellor Search Committees, search committees for positions within two reporting lines of the Chancellor, and for other positions related to academic functions. Representatives will be chosen by the President, in conjunction with the Executive Committee.

## **Proposal for Council Revision Draft**

### **Curriculum (UG)**

Gen Ed  
Honors  
FDC

### **Assessment and Program Review**

Student Success  
TEAC

### **Non-Represented**

Need CBA liaison  
(mostly non-represented senators, but also some represented)

### **Rules and Procedures**

Administrative Review oversight  
Planning

### **Budget**

Facilities  
Grants  
EUE

### **Grad Council**

Programs  
ERP

Each council would have 9 members. 8 Senate members and one NTT member.

9/10/20 Draft

### **Faculty Senate Reorganization**

Background: The formation of the SIUE Faculty Association prompted the need to re-evaluate the structure and charge of Faculty Senate's Welfare Council in particular, and stimulated discussion on shared governance, Faculty Senate's role and responsibilities, and how to best organize Faculty Senate to increase faculty involvement and maximize excellence, efficiency, and equity in meeting Faculty Senate's charge.

Goal: Faculty Senate will start the 2021/2022 Academic Year with an updated constitution and bylaws that reflect an organizational structure the University Faculty believes will enable optimal addressing of academic matters and other matters of faculty concern. This will primarily involve an evaluation and re-organization of Faculty Senate councils, but will also include other matters relating to the constitution, bylaws, and operating procedures of the Faculty Senate, Faculty Senate Executive Committee, and Faculty Senate councils (e.g. summer operations, parliamentary procedure, role of NTT faculty, ensuring written procedures include and match current and legal practices, etc.).

Responsibility: The Faculty Senate's Rules and Procedures Council's Constitution and Bylaws Committee will form a Faculty Senate Reorganization working group that will have primary responsibility for crafting and facilitating the reorganization process, including consulting with stakeholders and reviewing and developing proposals. Adoption of proposals will follow current Faculty Senate rules and practice regarding amendments to its constitution, bylaws, and operating procedures.

### **Tentative Process and Timeline**

#### 1. Establish working group and determine process

*RPC will first meet on 9/17. Proposal will be reviewed by FSEC at 10/8 meeting.*

- A. Establish working group and its membership
- B. Finalize timeline and lay out process
- C. Ask Faculty Development Council to consider amending its procedure for amending its operating procedures to be in line with the other councils. Otherwise Faculty Development Council will have to either work ahead or update their procedures next academic year. Faculty Development Council requires proposals to amend council operating procedures be made in writing at the meeting prior to adoption; all other councils require the proposal be made in writing at least one week prior to the meeting when it will be considered. All council operating procedure amendments require approval by Faculty Senate.

#### 2. Inventory and brainstorm

*To be completed by FSEC's 11/12 meeting.*

- A. Review existing practice, data, and proposals

Sort proposals into ones that impact existing councils and ones that would impact senate structure but not directly impact existing councils

B. Collect additional feedback, ideas, and proposals

This initial brainstorm review would include asking councils, senate, and other constituency groups and stakeholders for feedback on existing proposals and ideas as well as for any new proposals/ideas. This process would also be shared more publicly to provide an opportunity for input from anyone (e.g. faculty, the public) not serving on Faculty Senate or otherwise directly reached out to.

C. Simultaneously review constitution and bylaws and flag what separately needs clarification and what substantive areas may need discussion/change

### 3. Develop and discuss initial framework proposals

*To be completed by the end of December.*

A. Draft initial proposal/framework.

This may take the form of singular or competing proposals/options. It will be an overview of proposals, not with detailed text or language for the proposals, though information on pros/cons/considerations will be included.

B. Facilitate conversations and seek feedback on these proposals from councils, FSEC, Faculty Senate, and stakeholders outside senate (including but not limited to the chancellor's office and university counsel).

### 3. Develop and gain agreement on initial proposal framework

*To be completed by FSEC's 2/11 meeting.*

A. Draft one proposal overview.

Based on feedback and discussions held in November and December, put together a singular proposal that the working group believes is the best path forward. This will still be in the form of an overview/framework and not with detailed text or language.

B. Circulate for buy-in/concerns

Run this proposal by councils, FSEC, Faculty Senate, and stakeholders outside senate to seek general feelings on the proposal. Flag any concerns and modify the proposal as needed. If there are specific points of controversy, take straw polls or hold Faculty Senate votes on these issues or otherwise poll/solicit feedback from University Faculty.

### 4. Develop specific proposal and gain approval

*First reading at Faculty Senate on 3/4, FSEC review on 3/11, vote at Faculty Senate on 4/1.*

A. Draft proposal and justification.

Put together one proposal with specific language for constitution, bylaw, and operating procedure amendments, and a separate annotated document that includes an explanation of these changes and a brief explanation of why they are being proposed.

B. Adopt proposal

Have this proposal reviewed by FSEC and the Chancellor's office and university counsel and then move it through Faculty Senate (and then required proposals, e.g. constitutional amendments, formally approved by the chancellor)



5. Implementation and next steps

*Councils work on revising operating procedures starting 3/4, make proposals by 4/8 (3/18 for Faculty Development Council unless timeline previously amended), adopt at council meetings on 4/15, Faculty Senate approves changes at 5/6 meeting.*

Faculty Senate approval of council operating procedure amendments on 5/6

A. Share relevant portions of adopted proposal that require action with appropriate groups/offices and action asks

This will be done in concert with the initial proposal brought forward to Faculty Senate on 3/4 so that councils can begin working on draft revisions to their operating procedures.

B. Councils will review and revise their operating procedures to match new practices