

FACULTY SENATE EXECUTIVE COMMITTEE

Zoom Meeting ID 920 3685 0196

October 14, 2021 – 2:30pm

Approved Minutes

The regular meeting of the Faculty Senate Executive Committee was called to order at 2:30pm on Thursday, October 14, 2021 in Zoom by President E. Duff Wrobbel.

Present: E. Duff Wrobbel, Laurie Rice, Jingyi Jia, Igor Crk, Keith Hecht, Barbara McCracken, Kamran Shavezipur

Absent: Robert Bitter, Kim Carter, Alison Reiheld

Public Comment:

There was no public comment.

Announcements:

Announcements were reviewed as listed on the agenda. The meeting with the Executive Boards of constituency groups will take place from 1:50pm-2:35pm.

Consideration of Minutes:

The minutes for the September 23, 2021 meeting were approved as written.

Action Items:

There were no action items.

Unfinished Business:

There have been no volunteers for the Homecoming Committee.

A draft of proposed language amending the Faculty Senate Bylaws to allow for remote attendance was shared and discussed. Tom Jordan and Jennifer Wagner were both fine with the language, which is largely the same as what is used by the Board of Trustees. The Open Meetings Act only allows for remote attendance in specific circumstances. There was discussion about remote options in general, and there is a push for people to justify being remote even though there is still a pandemic going on that requires periods of quarantine. Concerns about forcing people to disclose health conditions in order to remain remote were discussed; it was noted that students only have to show they have done what is necessary to establish accommodation, but faculty and staff are being asked to justify requests for remote participation with details of health conditions. Wrobbel will discuss concerns with Jamie Ball as well as the Chancellor.

Ed Navarre, President of the Faculty Association, was inadvertently left out of invitations to speak at the All Faculty Meeting. Wrobbel reached out to apologies, and there was no additional feedback from Navarre.

New Business:

The Student Military Service Policy was reviewed. It was suggested that verification and recommendations should come from the Office of Military and Veteran Services, similar to what ACCESS does.

Reports:

The Curriculum Council has identified two volunteers for vacancies, but there are still two remaining committee positions to be filled.

Rice asked if any issues with ACCESS had been experienced this semester as some students have reported not receiving proper accommodations. There have also been cases where the instructor did not receive notification for students who had registered for classes and with ACCESS.

There were no other reports.

Adjournment:

The meeting adjourned at 3:30 pm.

Submitted by Anne Hunter, University Governance

FACULTY SENATE EXECUTIVE COMMITTEE
Magnolia Room, Morris University Center
October 14, 2021 – 2:30PM
Zoom Meeting ID: 920 3685 0196, Password: chimega
<https://siue.zoom.us/j/92036850196>

AGENDA

- I. CALL TO ORDER**
- II. PUBLIC COMMENT***
- III. ANNOUNCEMENTS**
 - a. Diversity Day – October 21
 - b. Chancellor Candidate Visits – October 18, 21, 25, and 28
 - i. Meeting with FSEC from 2:00-2:45 pm
- IV. CONSIDERATION OF MINUTES**
 - a. September 23, 2021
- V. ACTION ITEMS**
- VI. UNFINISHED BUSINESS**
 - a. Homecoming Committee Appointment
 - b. Faculty Senate Bylaws – Remote Attendance
- VII. NEW BUSINESS**
 - a. Student Military Service Policy
- VIII. REPORTS FROM COUNCIL CHAIRS**
 - a. UPBC – Ann Popkess
 - b. Faculty Development Council – Kim Carter & Alison Reiheld
 - c. Curriculum Council – Keith Hecht
 - d. Rules & Procedures Council – Kamran Shavezipur
 - e. Welfare and Governance Council – Robert Bitter & Igor Crk
 - f. Graduate Council – Barbara McCracken
 - g. Past-President – Laurie Rice
 - h. President-Elect – Jane Jia
 - i. President – Duff Wrobbel
- IX. ADJOURNMENT**

*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 prior to the start of the meeting.

SOUTHERN ILLINOIS UNIVERSITY EDWARDSVILLE
THE FACULTY SENATE BYLAWS

II. Meetings

H. Quorums of the Faculty Senate and its subordinate units shall be one half of the Faculty Senate or subordinate unit membership physically present at a meeting. Designated alternates shall be considered in quorum counts.

1. After a quorum is established in accordance with this section, additional members may attend the meeting via video or audio conference if the member is unable to attend the meeting due to: (i) personal illness or disability; (ii) employment purposes or public business of the body; or (iii) family or other emergency.
- +2. If a member wishes to attend by video or audio conference, they shall notify the University Governance Secretary before the meeting unless advance notice is impractical. The member shall also indicate the reason they are unable to physically attend the meeting. A majority of the body must approve requests to attend the meeting by video or audio conference.

STUDENT MILITARY SERVICE POLICY

Short Term Absences (Up to 30 days)

Enrolled students who are members of the United States Armed Forces, including the National Guard of any State or the District of Columbia, Reserves, or Active Duty military who are unable to attend classes for up to 30 days within a term, due to a military obligation, will be afforded a reasonable time and opportunity to complete class requirements, at no additional charge. If it is not reasonable for a student to complete class requirements, or not feasible due to the class meeting for a shorter than 16-week term or for other reasons, then the student will be allowed to withdraw from the class, with a full refund of tuition and fees.

- Students should notify faculty members as soon as possible regarding any upcoming military service related absences, and discuss options for making up missed work.
- Students must provide faculty members with a copy of their official orders, training schedule, or letter from the applicable unit/commander, at the beginning of the semester, or as soon as possible, if received after the start of a term.
- Faculty members may request review by the Office of Military and Veteran Services of the student's supporting documentation to determine their validity, and/or to consult on recommended reasonable due dates.
- If a student and faculty member are unable to come to a mutually satisfactory agreement concerning revised due dates, the student should appeal to the appropriate Department Chair, or work with the Office of Military and Veteran Services, to resolve the conflict.
- Students who miss an exam or quiz due to military service obligations will be provided an opportunity to make-up the exam or quiz, or complete an alternative of equal measure.
- Students must be given an opportunity to earn participation points, group discussion points, extra-credit, or any other points received during a class period that is missed due to military service, by offering make-up opportunities of equal measure.
- If all students can drop an examination/quiz grade, absences due to required military service shall not constitute the dropped examination/quiz grade, and the student must be afforded the opportunity to complete all examinations/quizzes.
- Students who begin the semester late due to a military obligation have a two-week period from the last day of their orders to decide to drop the course for a full refund of tuition and fees. Official Orders are required to be submitted to the Service Center.
- Students who withdraw from one or more courses should contact the Office of Military and Veteran Services, or the Office of Student Financial Aid, to determine any affects on their financial assistance.

Long Term Absences (30 days or more)

When called to active duty, the feasibility of completing the requirements of a currently enrolled course depends on many factors, including but not limited to:

- The course modality (online vs. on-ground);

- The difficulty of the subject content;
- The percentage of the course that has already been completed;
- The number and type of remaining assignments;
- The format of the course (labs, classroom, experiential); and
- The service member's ability to engage and complete coursework while deployed.

Students who receive orders for active-duty deployment should contact their faculty members as soon as possible to discuss the options for their course(s). The following options are generally available:

- **Grade Issued:** If the faculty member determines that a sufficient amount of the course has been completed, a grade can be issued. The faculty member should discuss what grade will be issued with the student.
- **Incomplete:** Students who have successfully completed the majority of work for a course and will reasonably be able to finish remaining requirements within one year can be awarded a grade of "I" (Incomplete) at the discretion of the faculty member. There will be no additional tuition and %8, 10, 10, 12 fees assessed for completing a course with an Incomplete grade.
- **Withdrawal:** The student should contact the Service Center. The student will receive full credit for tuition and fees. The Service Center will process the withdrawal and arrange for appropriate adjustments to the student's account. If the withdrawal is beyond the deadline to receive a full credit of tuition and fees, proof of deployment will be required. Students who withdraw from courses should contact the Office of Military and Veteran Services, and/or the Office of Student Financial Aid, to determine how a withdrawal may affect any financial assistance they are receiving.
- **Combination of the above:** For students enrolled in more than one course, the student may withdraw, receive a grade, or receive an incomplete, in any combination during the semester of deployment.

Housing:

Students who receive orders for active-duty deployment of 30 days or more may be relieved of their University Housing contract obligations if they need to move out of University Housing due to such military deployment. Students would be required to pay for any time spent utilizing the housing space. Students must contact University Housing at housing@siue.edu to complete the appropriate cancellation process, and submit official orders for the relevant time frame.

Meal Plan:

Students who withdraw from the University due to active-duty deployment will be able to receive a reimbursement of any balance remaining on their student meal plan and/or Cougar Bucks account.

Parking:

Students who withdraw from the University due to active-duty deployment will be able to receive a full refund of funds that they paid for a parking permit for the affected term.

Return of Textbooks:

Students should return all rented books and other course materials for any courses from which they have withdrawn before the semester deadline. If a student is unable to return rented textbooks and/or other rented course materials before the semester deadline, due to an active-duty military deployment, they should contact Textbook Services, and provide a copy of their official orders, in order to avoid any late charges or additional fees. Books and other course materials can be mailed to Textbook Services, but the student will need to cover the cost of shipping. For more information regarding returning books via mail contact Textbook Services at 618-650-3020.

Students Returning From Active Military Service

All efforts will be made to accommodate the educational and financial guarantees for students returning from active military service. To be entitled to readmission, the returning servicemember must meet the following three criteria:

- Provide advance written or verbal notice to the University of their deployment;
- The cumulative total period of absence cannot exceed five (5) years; and
- Upon the servicemember's return, they must provide notice of their intent to reenroll at the University.

Upon returning, the student is entitled to:

- The same academic status and standing as before (unless the servicemember requests or agrees to a different enrollment status); and
- For the first academic year, their former rate of tuition and fees, if returning to the same program in which they were previously enrolled; and
- For subsequent academic years, or for a different program, tuition and fee charges that are no more than the institution is charging other students.

Students who believe they have been unfairly disadvantaged due to their military service should contact the Office of Military and Veteran Services for assistance. <https://www.siu.edu/military/>.

Students who wish to file a complaint of discrimination on the basis of military service may also contact the Office of Equal Opportunity, Access & Title IX Coordination <https://www.siu.edu/eoa/policies-procedures-notices/index.shtml>.

Sources: Higher Education Act of 1965, Section 484C as amended; 20 U.S.C. 1091c, and implementing Regulations; Service Member's Tenure Act, 330 ILCS 60/5.2; and Illinois Public Act 094-0587 (amending the Southern Illinois University Management Act, 110 ILCS 520/20).