The regular meeting of the Faculty Senate Executive Committee was called to order at 2:35pm on Thursday, January 14, 2021 in Zoom by President Laurie Rice.

Present: Laurie Rice, Jocelyn DeGroot-Brown, E. Duff Wrobbel, Keith Hecht, Jingyi Jia, Stephen Kerber, Mike Shaw, Ezra Temko
Guests: Tom Jordan, Ann Popkess (UPBC)

Public Comment:
There was no public comment.

Guest:
Tom Jordan was a guest at the meeting to discuss revisions to the Faculty Grievance Policy. Both the Faculty Association and Non-Tenure Track (NTT) collective bargaining agreements have different grievance policies, but they are defined in a very limited way as being between someone covered by the CBA and a University administrator. Chairs are included as University administrators in the NTT collective bargaining agreement. The Faculty Association agreement includes department chairs as part of the bargaining unit, so a faculty member cannot use that process to grieve another member of the bargaining unit. Jordan noted that in narrowing the faculty grievance process down to just unrepresented it does not allow for represented faculty to pursue a grievance against a colleague. No other major issues were noted.

The existing faculty grievance policy remains in effect unless or until there is a new policy. If it is not replaced, the committee referenced in the existing policy would need to be populated. Kerber and Jia will discuss the revisions with the representatives of the three affected schools and Jordan.

Announcements:
The Black Faculty and Staff Association will be presenting the State of the Black Union on February 4.

Consideration of Minutes:
The minutes for the January 14, 2021 meeting were approved as written.

Action Items:
There were no action items.

Unfinished Business:
There was no unfinished business.

New Business:
A draft letter regarding mandatory faculty training on diversity, inclusion, and equity was presented for possible referral to the Faculty Development Council. After discussion, the letter will be shared with the Council for consideration.

Marie Klopfenstein is on leave for the spring semester and unable to serve as chair for the Faculty Development Council. The Council has identified Tim Jacks to serve as Chair. It was determined that the Council should hold a vote to confirm the appointment.

The Welfare and Governance Council presented recommended revisions to the membership of the Honorary Degree and Distinguished Service Award Committee (HDDSAC) to increase the diversity and inclusion of the group. The committee typically meets once a semester to review nominations and serves as an advisory group to the Chancellor. Revisions would also implement staggered terms to ensure continuity. It was recommended that all school representatives would be on the same staggering schedule, with the Faculty Senate President making the determination of how to stagger terms. The proposal will be presented to the Faculty Senate at the February meeting.

Reports:
The University Planning and Budget Committee (UPBC) and President reports are attached.

The Admissions Criteria ad hoc committee was unable to finalize recommendations for a first read before the January meeting, but it will be presented at the February Council meeting for a first reading. Scott Belobrajdic has been informed that it will be at least May before a final approval.

The Provost met with the Welfare and Governance Council again about a potential dual career policy, and a subcommittee is working on a draft for discussion by the Council and submission by the end of the spring semester. There are concerns about making it equitable across the board so that one discipline is not put at a disadvantage, and there are questions about funding.

The Graduate Council will meet on February 18, and the Provost and Chancellor will be guest speakers at the meeting to make remarks about the University’s Carnegie classification.

The Past President noted that faculty should not be cancelling classes to make up for the cancellation of spring break, contrary to what was reported in the ALESTLE. Classes need to be held during the time frame listed in CougarNet. Temko shared a concern to be communicated to the Academic Continuity Task Force about classes that do not have classroom space available being recommended to convert to hi-flex and the need to account for additional compensation or reduced enrollment in those cases.

There were no other reports.

Adjournment:
The meeting adjourned at 4:15 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

RH 3324, Chancellor's Conference Room
January 28, 2021 – 2:30PM

AGENDA

I. CALL TO ORDER

II. PUBLIC COMMENT*

III. GUEST
   a. Tom Jordan – Faculty Grievance Policy

IV. ANNOUNCEMENTS

V. CONSIDERATION OF MINUTES
   a. January 14, 2021

VI. ACTION ITEMS

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS
   a. Mandatory Faculty Training on Diversity, Inclusion, and Equity
   b. Faculty Development Council
   c. Honorary Degrees and Distinguished Service Award Committee Membership Changes

IX. REPORTS FROM COUNCIL CHAIRS
   a. UPBC – Ann Popkess
   b. Faculty Development Council –
   c. Curriculum Council – Keith Hecht
   d. Rules & Procedures Council – Erza Temko
   e. Welfare and Governance Council – Steve Kerber & Jingyi Jia
   f. Graduate Council – Yuliang Liu
   g. Past-President – Jocelyn DeGroot Brown
   h. President-Elect – Duff Wrobbel
   i. President – Laurie Rice

X. 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 prior to the start of the meeting. Meetings will be accessible via Zoom, and login information is included in the agenda.
Model of Grievance Timeline

Non-represented faculty member has a complaint "alleging violation of policies BOT or SIUE"
Within 90 calendar days of the act or omission having taken place to give rise to complaint.

Non-represented faculty appeal subsequent to Department or Unit grievance
Within 30 calendar days "following the conclusion of the unit grievance policy"

**Preliminary Review:** Faculty Grievance Committee (FGC) Chair will schedule meeting of FGC to review statement of grievance
Within 5 working days of receipt of the statement of grievance

FGC collect "any additional information deemed relevant, deliberate, and determine whether complaint is grievable"
Within 5 working days of the possible 30 days noted below

FGC convene and decide
At the earliest available date within 30 calendar days

FGC Chair will notify the Grievant, the Provost, and Chair of Faculty Welfare and Governance Committee of FGC’s determination
Within 2 working days of the FGC’s determination

**FGC determined Not Grievable**
Grievant may appeal determination within 5 working days, the written appeal is to be filed with the Provost office.

**FGC determined Grievable**
FGC Chair will notify the Respondent in writing that a "Statement of Grievance" has been filed.
Within 2 working days of FGC determination

Respondent has 10 days to submit a formal written reply to the FGC chair.

FGC Chair provides a copy of Respondent’s reply to the Grievant, the Provost, and the Welfare and Governance Council Chair within 10 working days of receipt of Statement of Grievance. The FGC Chair shall commence forming a Hearing Panel within 5 working days of notifying the Respondent.
FGC Chair will select members of Hearing Panel, advise Faculty Panel and FGC member of the rules for potential conflicts of interest and disqualify those if conflict exists.

Notify Grievant and Respondent of the composition of Hearing Panel within 10 working days.

Members of the Hearing panel must serve unless they can show good cause to be excused within 3 working days of being notified by FGC Chair of selection.

The Grievant and Respondent have 2 working days to object to a member selected by the FGC Chair from the FGC or the Faculty Panel for the 3 person Hearing Panel.

FGC Panel Chair will convene an organizational meeting within 10 working days of the members of the Hearing Panel to receive procedural training by the Chair of the FGC and possibly a member of the Office of General Council.

Hearing Panel selects a date for the Hearing. The Hearing must be held within 30 calendar days subsequent to the organizational meeting. The Panel has the sole discretion to establish the Hearing date. A Hearing Panel Report is submitted to the Provost within 15 working days after completion of the hearing. Copies of the Hearing Panel Report will be sent to Grievant, Respondent(s), Welfare and Governance Council Chair, Chair of the FGC, and head of Grievant's faculty unit.

The Provost, after consultation with Chancellor, shall then inform FGC Chair, members of Hearing Panel, Welfare and Governance Council Chair, Grievant & Respondent in writing of the decision within 15 working days.

Provost can extend time to deliberate.

Extension will not exceed 30 days.

FGC Chair will submit a report to the Faculty Senate Executive Committee on September 15 of each academic year outlining outstanding grievances with date of grievances with the date grievance was filed and current status (omit names of Grievant & Respondent in report for confidentiality)
1. Rules of Procedure and Operating Papers

These Operating Papers are intended as a secondary resource to the Faculty Grievance Procedure. If these operating papers appear to conflict with or be at variance with the Faculty Grievance Procedure in any way, the Faculty Grievance Procedure shall take precedence.

II. Definition of Faculty

Throughout this document, the term "faculty" is defined according to the definition provided in the Faculty Grievance Procedure.

III. Membership

A. Composition and Size

1. The Faculty Grievance Committee (FGC) consists of six Members elected as two representative each from the schools of Pharmacy, Dental Medicine, and the non-represented Nursing faculty.

2. These Members shall be elected by faculty from their respective units.

3. Alternates

a) In addition to electing six regular Members to the FGC, the schools shall also elect an Alternate who serves on the FGC only if and when one of the six FGC members is unable to attend a meeting of the FGC.

b) Each unit shall have one alternate.

c) Alternates can serve as a temporary substitute for a member during regular meetings of the FGC. Alternates cannot serve as a temporary substitute for a member when that member is serving on a Hearing Panel regarding a grievance matter, as this is disruptive of the grievance hearing process.

B. Term of Office

1. The Members and Alternates shall serve for a term of two years. Members and Alternates can serve no more than two successive terms.

2. The fiscal year is the basis of the terms of Members and Alternates of the FGC. Elections for Members and Alternates shall be called for by the Rules and Procedures Council during the Spring Semester.

3. Staggered terms will be used, including when initially setting up the committee.

a) To establish the committee initially, one of the members from each unit will be chosen by lot to serve a 1-year term; the other member from each unit will serve a 2-year term.
C. Nomination and Election of Members and Alternates of the FGC

1. Each academic unit will hold elections for the representative(s) and alternate(s) from its unit.
   a) Each academic unit is responsible for completely filling its representation.
   b) The Chair of the Rules and Procedures Council of the Faculty Senate will notify each academic unit
      of the need to hold an election, the procedures to be followed, and the number of vacancies
      (Members and Alternates) each unit is responsible for filling.

2. Removal of Faculty Grievance Committee members
   a) A member of the FGC may be removed by a majority vote of the FGC for cause. Majority is defined
      as four votes or greater.
   b) Circumstances that meet the definition of “for cause” include but are not limited to:
      i. when a member is unable or refuses to abide by the required rules and ethical obligations
         consistent with the Faculty Code of Ethics and Conduct necessary to implement the SIUE Faculty
         Grievance Procedure, or
      ii. when a member was absent from a majority of meetings (i.e., more than 50% of FGC meetings)
         during the prior fiscal year.
   c) In the event of a removal of a member who was serving on a Hearing Panel, the current Grievant
      may file a subsequent additional grievance.

IV. Powers and Functions

A. The Faculty Grievance Committee is responsible for:

1. Administering the Faculty Grievance Policy.

2. Receiving and reviewing all complaints from faculty not represented by the SIUE Faculty following
   Association or any other collective bargaining association received by the Provost and determining
   the following as stated in the Faculty Grievance Procedure:
   a) whether a complaint falls within the definition of a grievance,
   b) whether the complaint is a grievable matter,
   c) whether a grievable dispute exists,
   d) whether a Board of Trustees or University policy cited within the Statement of Grievance is
      applicable to the issue(s) presented in the grievance,
   e) whether other avenues of resolution are appropriate,
   f) whether the complaint has met the time requirements,
   g) whether sufficient evidence exists to move forward to a formal hearing,
   h) whether the proper respondent(s) has/have been named, and
   i) whether any other circumstance exists to warrant a conclusion that the complaint is not subject
      to the Faculty Grievance Policy.

3. Serving as members of a Hearing Panel, if selected, in accordance with the procedure for selection
   stated in the Faculty Grievance Procedure.

4. The Faculty Grievance Committee shall receive training and advice from the Office of General
   Counsel.
v. Chair

A. The FGC Chair shall call the first meeting of the FGC by no later than September 15. This meeting is for the express purpose for:
   1. the FGC to elect a Chair-Elect for the current fiscal year
   2. the FGC Chair to discuss the purpose and processes related to the FGC
   3. the Office of General Counsel to provide training. If necessary, this can be done during a separate meeting.

B. Notification of the election of the Chair and Chair-Elect of the Faculty Grievance Committee shall be provided to the Chair of the Faculty Senate Welfare and Governance Council and the Provost.

c. The duties and responsibilities of the Chair of the Faculty Grievance Committee (including the selection of members to a Hearing Panel) are stated in the Faculty Grievance Procedure.

d. The Chair and Chair-Elect shall serve one-year terms, except as provided below.
   1. If the Chair resigns from this position, or is separated from the employment by the university, then the Chair-Elect immediately becomes the new Chair.
   2. The new Chair shall serve as the Chair of the FGC for the remainder of the fiscal year.
   3. The new Chair is required to notify the Chair of the Faculty Senate Welfare and Governance Council and the Provost within five business days of being notified that the previous Chair is no longer able to serve in this capacity.
   4. Upon being notified, the Faculty Senate Welfare and Governance Council Chair shall convene a meeting of the FGC as soon as possible. The only purpose of this meeting is to elect a Chair-Elect. The Chair-Elect shall serve in this capacity for the remainder of the current fiscal year. The Welfare and Governance Council Chair shall not vote in the election of the FGC Chair-Elect.

   5. The Chair shall serve as the confidential channel of communication between each grievant and the corresponding Hearing Panel. The Chair, may at his or her discretion, designate one of the committee members to serve as a committee Secretary to assist in recording the minutes of meetings or in assisting the Chair with matters of communication regarding the activities of the committee regarding grievance matters.

VI. Chair-Elect

A. When and as charged by the Chair of the FGC, the Chair-Elect will assist the Chair in managing grievances in cases where there are multiple grievances going on simultaneously.

B. Upon conclusion of the Chair’s term of office, the Chair-Elect shall become the new Chair of the FGC.

VII. Meetings

A. Calling of Meetings
   1. After the initial meeting of the Faculty Grievance Committee in the Fall semester, the Chairperson of the committee shall call the meetings as needed.

B. The Conduct of Meetings
   1. The Chair of the Faculty Grievance Committee shall preside.
   2. In the absence of the Chair of the FGC, the Chair-Elect shall preside.
3. The Faculty Grievance Committee shall adopt its own rules of order.
4. At least half of the Faculty Grievance Committee membership shall constitute a quorum.
5. In accordance with the Illinois Open Meetings Act, the public is allowed to comment at meetings of the Faculty Grievance Committee for a maximum of three minutes per person. A maximum of 20 minutes per meeting will be allotted for public comment.
6. Upon a majority vote of a quorum present, the Faculty Grievance Committee may vote to go into closed session. All meetings, however, must be conducted in accordance with the Illinois Open Meetings Act. Final action can be taken only in open meetings.

VIII. Amendment and Reapportionment
A. Amendment of Operating Papers
   1. Any amendment of the policy-making or administrative structure of these Operating Papers is subject to approval by the Faculty Senate, in accordance with the Constitution and Bylaws of the Faculty Senate, and by the Provost and Vice Chancellor for Academic Affairs.
      a. Such a proposed amendment may be initiated by the Faculty Grievance Committee or the Welfare and Governance Council of the Faculty Senate. Once a proposed amendment is initiated, it shall follow the routine channels of review by the Faculty Senate Executive Committee and then consideration by the Faculty Senate.
   B. Reapportionment: The apportionment of membership on the Faculty Grievance Committee shall be subject to changes by amendment of this document and by appropriate Faculty Senate action.

Approved by the Welfare Council:
Approved by the Faculty Senate Executive Committee:
Approved by the Chancellor:

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Office of the Provost
Faculty Handbook

FACULTY GRIEVANCE PROCEDURE,
SOUTHERN ILLINOIS UNIVERSITY
EDWARDSVILLE PERSONNEL
POLICIES, SIUE, II 12-19

Approved by Chancellor:
Approved by the Welfare Council:
Approved by the Faculty Senate Executive Committee:

I. Preamble

This Faculty Grievance Policy, as authorized by the Board of Trustees of Southern Illinois University, provides a means for faculty not represented by the SIUE Faculty Association or any other collective bargaining association to resolve disputes between members of the Southern Illinois University Edwardsville community quickly and fairly. Its existence gives assurance that the University will act responsibly toward each member of the non-represented faculty. Although the Faculty Grievance Policy's immediate end is the service of justice, it is also conducive to higher institutional morale. Good faith participation is necessary for this Faculty Grievance Policy to serve its important purpose. Therefore, any retaliatory act taken against a participant to a grievance proceeding is prohibited and should be reported immediately to the Provost and Vice Chancellor for Academic Affairs.

Faculty grievances falling within the subject matter of this Faculty Grievance Policy shall not be suspended, including if a complaint concerning the grievance is filed external to the University. All faculty should attempt to resolve complaints informally whenever possible, making use of the formal grievance procedure of their department or faculty unit, if one has been previously enacted, the Faculty Ombuds Service, and/or informal resolution, including mediation, if available. Informal resolution and dismissal of a grievance by the involved parties may occur at any time during the grievance process, including during a formal hearing, if the parties mutually agree to such resolution and dismissal.

If informal dispute resolution is unsuccessful, a formal written grievance may be filed through the Office of the Provost and Vice Chancellor for Academic Affairs or the Provost's designated representative. The Office of the Provost shall supply all necessary and reasonable support for a grievance proceeding exclusive of attorney's fees and expenses of the grievant.

Substantial, good faith compliance with this Faculty Grievance Policy constitutes full compliance. While the time provisions of this Faculty Grievance Policy shall be observed in a fair and equitable manner, such limits may be waived upon agreement in writing of all parties to a grievance or under extenuating circumstances as determined by the Provost.

The Faculty Grievance Policy shall be available to any current non-represented faculty member or former non-represented faculty member to resolve disputes involving an alleged violation of the policies of the Board of Trustees of Southern Illinois University Edwardsville.

II. Grievable Matters

As defined by policy of the Board of Trustees of Southern Illinois University, a grievance is a formalized disagreement between a faculty or staff member and a University officer or officers regarding a decision of such officer(s) which affects the faculty member or staff member individually. Officers shall include, but are not limited to, the Provost, Associate Provost, Assistant Provost, directors, deans, and chairs. Under this Faculty Grievance
Policy, a non-represented faculty member may also file a grievance against another faculty member, whether that individual is a represented or a non-represented faculty or staff member. The Faculty Grievance Policy shall be available to any current non-represented faculty member or former non-represented faculty member to resolve disputes involving an alleged violation of the policies of the Board of Trustees or Southern Illinois University Edwardsville. The subject matter of complaints from former faculty members shall be limited to matters pertaining to their separation from employment. Complaints must be received in the Office of the Provost within ninety calendar days of the act or omission giving rise to the complaint, or the date on which the employee or former employee knew, or reasonably should have known, of the act or omission, whichever is later.

If this Faculty Grievance Policy is being used as an appeal subsequent to departmental or unit grievance procedures, the grievant must file the Statement of Grievance with the Office of the Provost within thirty calendar days following the conclusion of the unit grievance process.

Complaints alleging illegal discrimination (age, color, disability, marital status, national origin, race, religion, sex, sexual orientation, or veteran's status) must be filed in the Office of Equal Opportunity, Access and Title IX Coordination for resolution and are not subject to review under this Faculty Grievance Policy.

A party's dissatisfaction with the outcome of a prior grievance shall not be a grievable matter. Complaints against the Chancellor shall not be grievable under this Faculty Grievance Policy and must be directed to the Office of the President for resolution. The Faculty Grievance Committee (FGC) shall determine whether a dispute is appropriate and grievable under the Faculty Grievance Policy.

II. Definitions

A. Administrator: An SIUE Academic Affairs professional staff employee, including the Provost, Associate Provost, Assistant Provost, directors, deans, chairs or their equivalent, who manages or supervises SIUE policies, procedures and/or personnel.

B. Advocate: A member of the University faculty who has agreed to advise and/or represent the Grievant or Respondent during the course of the grievance. The identity of the advocate must be made known to the other party and Hearing Panel in writing prior to the hearing. The Hearing Panel may allow a party to name a different Advocate during the course of a grievance upon a showing of good cause.

C. Burden of Proof: The grievant shall have the burden of proving their case by a preponderance of evidence.

D. Decision: The final decision by the Provost and Vice Chancellor for Academic Affairs made in response to the Hearing Panel Report.

E. Evidence: Any manner of proof presented at a hearing of a grievance by the parties through testimony, records, documents, exhibits, and/or objects for the purpose of showing the truth or falsity of the issues in dispute between the parties to the grievance.

F. Ex Parte Communication: A communication between a party to a grievance and any member of the Hearing Panel or the Provost prior to issuance of the final report of the Hearing Panel that pertains to the subject matter of a grievance and is conducted in the absence of the opposing party. Ex parte communications are prohibited unless written consent is given by the absent party.

G. Faculty: All faculty who are not represented by the SIUE Faculty Association or any other collective bargaining association.

H. Faculty Grievance Committee (FGC): The elected standing committee of faculty representing the School of Pharmacy, School of Dental Medicine, and non-represented faculty from the School of Nursing, with the responsibility to conduct preliminary review of complaints to determine which are grievable and to assemble the Hearing Panel for each grievance. All faculty from the School of Pharmacy and the School of Dental Medicine, as
well as the non-represented faculty from the School of Nursing are eligible for election to the FGC. No administrator, including, but not limited to, deans, associate deans, assistant deans and chairpersons, shall be part of the FGC.

1. Faculty Ombuds: A tenured faculty member selected by the Welfare and Governance Council of the Faculty Senate for the purpose of providing impartial, confidential and informal conflict resolution of disputes for faculty members and administrators. The Faculty Ombuds shall not participate in the formal grievance procedure.

2. Faculty Panel: The pool or group of represented faculty from which two members of the three person Hearing Panel is selected. All full-time faculty are included in the Panel, except for current members of the FGC and the Faculty Ombuds. No administrator, including deans, associate deans, assistant deans and chairpersons, shall be part of a Hearing Panel.

3. Faculty Unit: A faculty unit as listed in the Faculty Senate Constitution and Bylaws. These are: College of Arts and Science, School of Business, School of Dental Medicine, School of Education, School of Engineering, School of Nursing, School of Pharmacy, and Lovejoy Library.

4. Grievant: The person bringing the grievance.

5. Hearing: The proceedings in which the Hearing Panel is presented with testimony and other evidence, and develops the written record upon which it must base its findings of fact, conclusions, and recommendation.

6. Hearing Panel: The three-person panel selected to hear testimony and to make findings of fact, conclusions and recommendations. The Hearing Panel shall consist of one member selected from the FGC who serves as Chair of the Hearing Panel and two members selected from the Faculty Panel.


8. Legal Counsel: A licensed attorney at law representing the legal interest of a party to a grievance.

9. Notice: Written communication to the parties, Provost and Vice Chancellor for Academic Affairs, Welfare and Governance Council Chairperson, FGC Chairperson, Hearing Panel Chairperson, or other administrators shall be made by campus mail, U.S. Postal Service, or overnight delivery. Notices may be accompanied or preceded by an e-mail message.

10. Party to a grievance: Grievant and respondent(s)

11. Record: The written statements, documentary evidence, and the audio tape of the Hearing of a grievance. Personal notes taken by the parties involved and by members of the Hearing Panel during the Hearing and related deliberations shall not be considered part of the Hearing Record.

12. Relevancy: That quality of evidence which renders it proper application in determining the truth and/or falsity of the issues in dispute between the parties to the grievance.

13. Respondent(s): The person(s) against whom the complaint is brought.

14. A faculty member wishing to bring a grievance against a committee shall file such a grievance against the chair of the committee in question as a representative of the committee and as someone familiar with the activities, deliberations, and decisions of the committee rather than against multiple individual members.

15. Return Receipt: A receipt including the signature of the individual receiving materials and the date received.

16. Statement of Grievance: The notarized written document filed with the Office of the Provost and Vice Chancellor for Academic Affairs. The Statement of Grievance prepared by the grievant shall identify the following in a focused and specific manner:
1. Identify the respondent(s) by name and position.

2. Cite and quote the policy(ies) allegedly violated by the respondent(s).

3. Provide the date(s) of the alleged policy violation(s).

4. Prepare a brief, factual, and accurate statement of the reason(s) for the filing, the specific act(s) upon which the grievance is based, and any prior efforts to resolve the disagreement.

5. Provide a statement of the relief being sought by the grievant.

The grievant faces the task of presenting a persuasive argument for careful consideration by the FGC, the Hearing Panel, and the Provost and Vice Chancellor for Academic Affairs. The grievant must explain how a decision that allegedly violated a Board of Trustees or Southern Illinois University Edwardsville policy impacted the grievant individually. The grievant shall have the burden of proving their case by a preponderance of evidence.

6. Testimony: Oral evidence heard by the Hearing Panel and written statements or documents read to the Hearing Panel by any party.


8. Witness: A person providing evidence for any party in the grievance.

AA. Working Day: Any weekday (Monday through Friday) when the University is officially open and conducting business. All reference to "day" as a time to perform under this Faculty Grievance Policy shall be considered a "working day" as defined herein unless otherwise specifically noted to the contrary.

9. Initiating a Grievance

A. A person who wishes to initiate a grievance shall file a notarized Statement of Grievance (as described in Article III (W), Statement of Grievance) with the Office of the Provost and Vice Chancellor for Academic Affairs within ninety calendar days of the act or omission giving rise to the grievance, or the date on which the employee knew, or reasonably should have known, of the act or omission, whichever is later. A grievance naming the Provost or a member of the Provost's Office shall be filed with the Office of the Chancellor. (The Statement of Grievance must include all elements listed in Article III (W), Statement of Grievance.) A grievance naming the Provost or a member of the Provost's Office as a respondent shall return to the Chancellor all grievance responsibilities associated with the Provost.

B. Statements of grievance must be received in the Office of the Provost within ninety calendar days of the act or omission giving rise to the complaint, or the date on which the employee or former employee knew, or reasonably should have known, of the act or omission, whichever is later. If this Faculty Grievance Policy is being used as an appeal subsequent to departmental or unit grievance procedures, the grievant must file the Statement of Grievance with the Office of the Provost within thirty calendar days following the conclusion of the unit grievance process.

C. Formal action on a grievance may not be postponed except as allowed under this Policy. The grievant may request in the Statement of Grievance that formal action on the grievance be postponed for a period up to thirty calendar days during which time efforts to resolve the grievance informally shall be made. The grievant may terminate the postponement period at any point by notifying the Provost or the Provost's designated representative in writing. In the case of a hearing which would ordinarily commence during the summer term, the grievant, respondent, or the chair of the FGC, or designated representative, may postpone the grievance until the beginning of the following fall term.

D. Upon receipt of the Statement of Grievance, the Provost or Provost's designated representative shall
forward the statement of grievance to the chair of the FGC within five working days.

2. The FGC chair shall, within five working days of the receipt of the Statement of Grievance, forward copies of the Statement of Grievance to the members of the FGC and schedule a meeting of the full FGC at the earliest available date within 30 calendar days. A majority of the FGC membership, and any alternates appointed to this committee, shall constitute a quorum for this meeting.

3. The purpose of the FGC meeting shall be to review the Statement of Grievance and to determine whether the issues raised in the statement are grievable.

4. The FGC meeting shall be closed to discuss the merits of the Statement of Grievance.

5. The participating FGC members shall determine by majority vote whether the matter is grievable. Any vote that is deemed a tie shall fall in the favor of the grievant.

6. In cases of multiple respondents, the respondents will be heard by one Hearing Panel. However, a respondent may petition the FGC for a separate hearing if they can show good cause.

7. The FGC chair shall notify the person filing the Statement of Grievance, the Provost, and the Chair of the Faculty Welfare and Governance Council within two working days of the FGC’s determination.

8. If the matter is deemed not grievable by the FGC and the grievant wishes to appeal, a written appeal of such determination must be filed with the Provost within five working days. The Provost shall render a final written institutional decision within five working days and concurrently notify the person filing the Statement of Grievance, the FGC chair, and the Welfare and Governance Council chair of such decision.

9. If the matter is deemed grievable by the FGC, or by the Provost subsequent to an appeal, the FGC chair shall notify the respondent in writing within two working days that a Statement of Grievance has been filed and provide the respondent a copy of the Statement of Grievance and a copy of this Faculty Grievance Policy.

10. The respondent shall have ten working days after receipt of the Statement of Grievance to submit a formal written reply to the FGC chair. The FGC chair shall provide a copy of the respondent’s formal reply to the grievant, the Provost, and the Welfare Council chair.

11. The FGC chair shall commence forming a Hearing Panel, in accordance with Article VI, within five working days of notification of the respondent.

v. Faculty Grievance Committee

A. Purpose, Jurisdiction, and Scope

The Faculty Grievance Committee (FGC) is an elected standing committee responsible for administration of the Faculty Grievance Policy, including receiving and reviewing all complaints received by the Provost and serving as members of a Hearing Panel, if selected. One role of the FGC is to determine whether a complaint falls within the definition of a grievance, whether the complaint is a grievable matter, whether a grievable dispute exists, whether a Board of Trustee or University policy cited within the Statement of Grievance is applicable to the issue(s) presented in the grievance, whether other avenues of resolution are appropriate, whether the complaint has met the time requirements, whether sufficient evidence exists to move forward to a formal hearing, whether the proper respondent(s) has/have been named, and whether any other circumstance exists to warrant a conclusion that the complaint is not subject to this Faculty Grievance Policy.

B. Membership and Composition

1. The FGC shall comprise 6 members elected by the faculty from non-represented units pursuant to the Faculty Grievance Committee Operating Papers, except as provided below.

A. If the Chair has appointed alternates as members, or has appointed temporary members, then the Chair’s
decision to make these appointments must occur in a manner that follows the Faculty Grievance Committee Operating Papers.

2. The members shall serve for a term of two years. No member may serve more than two successive terms.

3. The FGC shall select a Chair-Elect from its membership at the first meeting of each year. Notification of the election of the Chair and Chair-Elect of the FGC shall be provided to the Faculty Welfare Council and the Provost.

4. A member of the FGC shall be excused from all FGC activities and responsibilities during the duration of any grievance filed by or against such member.

5. The FGC shall receive training and advice from the Office of General Counsel.

vi. Hearing Panel

A. The Hearing Panel shall consist of three members, one selected from the membership of the FGC, and who will chair the panel, and two selected from the Faculty Panel.

b. Faculty employed in the same unit as a party to a grievance shall be deemed to have a potential conflict of interest in that particular grievance and shall not serve on a Hearing Panel for that grievance.

c. Faculty participants in a prior grievance in any capacity (grievant, respondent, advocate, witness, etc.) involving a party to a current grievance shall be deemed to have a potential conflict of interest and shall not serve on a Hearing Panel for the current grievance.

d. Faculty with a professional or personal relationship with a party to a grievance that creates an appearance of a conflict of interest shall not serve on a Hearing Panel for that grievance. It shall be the obligation of the faculty member to immediately disclose such a potential conflict of interest.

e. Faculty selected for a hearing panel must serve unless they can show good cause as to why they should be excused from such service. Faculty must petition the FGC in writing within two working days of notification of selection to be excused for good cause from participation in a particular grievance. Workload issues are typically not grounds for being excused from service on a hearing panel. The FGC shall issue a final decision to such petition within five working days.

f. The chairperson of the FGC shall be responsible for the selection of members to a Hearing Panel.

1. Select five persons by lot from the Faculty Panel and choose two persons by lot from the FGC including any alternate or temporary members. Selection by lot means taking the first five eligible persons from the randomized list that are not in the unit of the grievant.

2. Advise the selected persons from the Faculty Panel and the FGC of the rules for potential conflicts of interest and disqualify those persons, if any, with such conflicts. Additional names shall be drawn, as necessary, from the respective pools. Steps (1) and (2) should be completed within ten working days.

3. Send the list names from the Faculty Panel and the list of names from FGC (including any alternate or temporary members), to the grievant and respondent who shall, within two working days, notify the Chairperson of any persons they would like to exclude from consideration for the panel.

4. The Chairperson will randomly select the final panel members from the remaining lists.

5. If either party fails to meet the deadlines for selecting the Hearing Panel, or making a response as prescribed herein, the FGC chair shall make the selections for the defaulting party and the grievance procedure shall proceed regardless of the failure.

6. Notify the persons selected from the Faculty Panel list and the person selected from the FGC list (including any alternate or temporary members) of their appointment to the Hearing Panel. The person selected from the FGC
shall serve as chair of the Hearing Panel. Provide each member with a copy of the statement of grievance and the formal reply by the respondent to the statement of grievance. Concurrently, notify the grievant and the respondent of the composition of the Hearing Panel and the designation of its chair.

vi. Formal Hearing Procedure

A. The chair of the Hearing Panel shall be responsible for conducting the Hearing in conformance with this Faculty Grievance Policy. The chair shall have the authority to allocate hearing responsibilities to the members of the Hearing Panel, decide questions of relevance of evidence, and to seek counsel from the chair of the FGC, the Office of General Counsel, and the Office of Provost on any matter pertaining to the grievance.

B. The Panel chair shall within ten working days of the notifications of the grievant and the respondent specified above in section vi.(F)(7) convene an organizational meeting of the Hearing Panel to receive procedural training by the Chair of the FGC. A member of the Office of General Counsel may also train and advise the Hearing Panel.

c. The Hearing Panel shall also schedule the date of the Hearing. The Hearing must be held within 30 calendar days subsequent to the organizational meeting and, if feasible, shall be at a time when participants are free of classroom and other University assignments. When such scheduling proves impossible, departments/units shall make every reasonable effort to assume the responsibilities of the participants at such times as their presence may be required at hearings. It is the responsibility of the grievant and respondent to cooperate with the Hearing Panel to schedule and attend the hearing. Notwithstanding the above, the Hearing Panel, in its sole discretion, shall have authority to establish the Hearing date. The Panel chair shall notify the parties of the hearing date as soon as that date is determined.

d. The parties shall deliver to the Panel chair a complete witness list and all exhibits pertaining to the case no less than ten working days prior to the scheduled hearing. Each party must provide materials for distribution to each member of the Panel and to the other party. Exhibits not received and witnesses not identified ten working days prior to the hearing will not be allowed at the hearing.

e. At the discretion of the Hearing Panel, and based on the circumstances of a particular grievance, a pre-hearing meeting may be held with the parties, including advocates, to discuss scheduling, proposed time allotments for the hearing, procedural matters, evidentiary matters, issues, confidentiality or any other topics relevant to the hearing.

f. The Hearing Panel chair shall convene and preside over the Hearing. The chair shall preliminarily explain the proceedings to the parties and resolve procedural issues, if any. The parties shall be advised of their responsibilities regarding attendance, testimony, honesty, rights, confidentiality, and the maintenance of order and decorum. The grievant and the respondent(s) must be invited to all testimonial hearings. If a party is absent or refuses to participate or cooperate, the hearing shall proceed regardless.

g. The Hearing procedural rules to be observed are as follows:

1. The Hearing shall be closed except for the parties, advocates, legal counsel, witnesses while giving testimony, and the Hearing Panel.

2. Everyone in attendance shall exhibit civil and professional behavior throughout the hearing. It is the duty of the Hearing Panel to ensure that each party receives the same opportunity to be heard in a civil environment. Therefore, it is at the Hearing Panel’s discretion to remove from the hearing any individual who is disruptive.

3. All witnesses including the parties shall be under oath when testifying.

4. The burden of proof remains on the grievant at all times.

5. A member of the Hearing Panel shall be responsible for audio recording the entire hearing.
6. Strict or formal rules of evidence need not be followed. Evidence deemed by the Hearing Panel to be irrelevant or immaterial may be disallowed. A party may challenge the admission of evidence if the party believes there is a good reason the evidence should not be admitted. The Hearing Panel should generally defer to the parties in allowing reasonable testimony and evidence to be presented at the hearing. However, the Hearing Panel shall make the final decision in all cases regarding the relevance and admissibility of evidence.

7. Advocates must be allowed to participate directly in the Hearing including conferring with the relevant party, making opening and closing statements, and questioning witnesses. Legal counsel may not act as an advocate, as that term is used herein, and may not directly address witnesses or the Panel. A client’s attorney, however, may confer with his or her client during the course of the hearing so long as the Hearing Panel does not determine that this practice obstructs the proceedings.

8. The Hearing Panel shall retain its right to deliberate with neither party present.

9. Faculty members are expected to meet their obligations to participate willingly, professionally, and throughout the duration of the faculty grievance process as such obligations arise. If a faculty member wishes to request to be excused from the obligation to serve, for example as a member of the Hearing Panel, that person may submit a written statement of unwillingness to participate to the Provost and Vice Chancellor for Academic Affairs and to the Chair of the FGC. If excused, the faculty member may not choose to re-enter that specific grievance process at a subsequent stage (see section V.(i)(e) for the portion of this section that pertains to service on a Hearing Panel).

10. The burden shall be on the grievant and respondent to inform the Hearing Panel as to the existence and probable location of information bearing upon the grievance. A party’s refusal to cooperate to provide evidence, or unduly delay providing evidence which the Hearing Panel, grievant or the respondent requests, may be grounds for finding against the uncooperative or dilatory party, if the Panel so decides.

11. The parties shall be permitted to present any and all evidence which the Hearing Panel deems to be relevant to the grievance.

12. Each party shall be solely responsible for locating, assembling, and delivering all documents and exhibits to support its case to the Panel chair as detailed above. Documentary evidence to be used by a party must have been in existence at the time of the events in dispute.

13. Either party shall have the right of access to all evidence presented.

14. The Hearing Panel shall make its findings of facts and conclusions based solely on the evidence presented and shall determine recommendations supported by a preponderance of the evidence.

15. The Hearing Panel shall report all problems obstructive to the fair and expeditious review of the grievance to the Provost, with a request for such intervention as may lie within the authority of the Provost.

16. Any situation, question, rule, point, issue, or matter not directly provided for in this policy but which arises under this policy will be resolved by the Hearing Panel in consultation with the FGC whenever possible. The FGC may consult with the University’s Office of the General Counsel and/or the Office of the Provost.

17. The Grievance Process should be completed as rapidly as possible while ensuring a fair and equitable hearing of the evidence.

18. In part communications by the grievant and respondent with members of the Hearing Panel shall be strictly prohibited. Requests by the grievant or respondent to communicate with members of the Hearing Panel outside the formal Hearing shall be directed through the chair of the FGC.

19. The Hearing shall be conducted as follows:

1. An opening statement of a general overview of the case by the grievant or their advocate followed by an
opening statement by the respondent or their advocate. Opening statements shall be limited to thirty minutes for each party. During the opening statements only the hearing panel may ask questions or interrupt the speaker.

2. The grievant or their advocate presents his/her case to the Hearing Panel by calling and soliciting testimony from his/her witnesses and presenting the documentary evidence submitted earlier. The Hearing Panel may question the grievant’s witnesses at any time during the proceedings.

3. The respondent or their advocate presents his/her case to the Hearing Panel by calling and soliciting testimony from his/her witnesses. The Hearing Panel may question the respondent’s witnesses at any time during the proceeding.

4. After the grievant and respondent have presented their witnesses and evidence, the Panel chair shall ask all parties to present any further information pertaining to the case, if any. The evidentiary phase of the hearing shall be deemed complete by the Panel chair after the taking of all evidence.

5. A closing statement shall be made by the grievant summarizing the evidence, followed by a closing statement by the respondent. Closing statements shall be limited to thirty minutes for each party.

6. The Hearing Panel shall deem the hearing complete and shall retire to deliberate and prepare a Hearing Panel Report for submission to the Provost.

viii. Hearing Panel Report

A. The Hearing Panel Report, all exhibits presented at the Hearing, and the audio recording of the Hearing shall be submitted by the Hearing Panel to the Provost within fifteen working days after completion of the hearing. If the Hearing Panel is divided, majority and minority reports may be submitted. Copies of the Hearing Panel Report, without exhibits and audio recordings, shall simultaneously be sent by the Hearing Panel to the grievant, respondent(s), Welfare and Governance Council Chairperson, chair of the FGC, and the head of the faculty unit in which the grievant holds rank. The Hearing Panel may extend the time for making its Report for good cause after consultation with the chair of the FGC and Provost. A final decision on the extension of time shall rest with the Hearing Panel. The grievant and respondent shall be provided notice of any extension.

b. The Hearing Panel Report shall include the following:

1. A summary of the charges and evidence.
2. A clear statement of the finding of the facts.
3. The conclusions and recommendations of the Hearing Panel.
4. The rationale for such recommendations.
5. Other pertinent comments.

ix. Decision and Appeal

A. Within fifteen working days after receipt of the Hearing Panel report, all exhibits, and the audio recording of the hearing, the Provost shall, after consultation with the Chancellor, inform the FGC chair, members of the Hearing Panel, Welfare and Governance Council chair, grievant, and respondent(s) in writing as to the Provost’s decision in the case. The Provost can extend the fifteen day period for a reasonable period of time, but such extension shall not exceed an additional thirty calendar days.

b. The Provost has the authority to accept or not to accept the Hearing Panel report. If the Provost rejects a Hearing Panel’s report, including its recommendations, the Provost shall provide, in writing, a detailed rationale to grievant, respondent, and members of the Hearing Panel.

c. The Provost’s decision on the Hearing Panel Report and the grievance shall constitute the final institutional
In accordance with Bylaw VI.(2) of the Board of Trustees of Southern Illinois University, the grievant may appeal the institutional decision to the Board of Trustees. However, it should be noted that faculty upon faculty grievances may not be subject to appeal to the Board of Trustees.

x. Disposition of Records

A. Once a written recommendation is submitted by the Hearing Panel, the Office of the Provost shall be responsible for the custody, security, and confidentiality of all records, including the audio recording of the hearing, pertaining to grievances under this policy. The grievant and respondent(s) may have access to hearing records in the presence of a representative of the Provost's Office. Upon a final decision by the Provost, access to the record of the case must be approved by and arranged through the Office of the Provost.

b. Once the official Hearing Panel Report for a grievance, plus all exhibits and the audio recording of the hearing, have been submitted to the Office of the Provost, all members of the FGC and the Hearing Panel will immediately return all other working copies of documentation from the grievance activity in their possession to the Chair of the FGC. The Chair of the FGC will forward all such documents to the Office of the Provost, for placement with the other grievance materials.

xi. Report of Grievances

By no later than September 15 of each academic year, the chair of the FGC shall prepare and submit a report for the Faculty Senate Executive Committee outlining all outstanding grievances with the date the grievance was filed and the current status, but omitting the names of the grievant and respondent for the purpose of confidentiality. With respect to grievances concluded during the past fiscal year, the FGC chair shall prepare a report to the Faculty Senate Executive Committee outlining the date the grievance was filed, the date the hearing was held, the Hearing Panel Report and the decision of the Provost, but omitting the names of the grievant and respondent for the purpose of confidentiality.

xii. Confidentiality

Confidentiality of all matters pertaining to a grievance under this Faculty Grievance Policy is imperative in order to preserve and protect the privacy interests of the parties. Except as authorized by law or by operation of this Policy, or as granted by the consent of both parties to a grievance, disclosure to third parties of the content or subject matter of a grievance proceeding is not authorized. This restriction applies to the grievant, respondent, advocates, legal counsel for the parties, Hearing Panel, FGC, and Faculty Welfare Council. A breach of confidentiality of a grievance proceeding by a party to a grievance may result in a finding against the breaching party, as determined solely by the Hearing Panel. A breach of confidentiality of a grievance proceeding by a member of a Hearing Panel, FGC, or Faculty Welfare Council may be grounds for removal from the relevant Panel, FGC, and/or Council, or other consequences, as determined by the membership.
<table>
<thead>
<tr>
<th>1.</th>
<th>Non-represented faculty member has a complaint “alleging violation of policies BOT or SIUE”</th>
<th>Written complaint received by the Office of Provost</th>
<th>Within <strong>30 calendar days</strong> “of the act or omission giving rise to complaint”</th>
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<tbody>
<tr>
<td>2.</td>
<td>Non-represented faculty appeal subsequent to Department or Unit grievance</td>
<td>Written complaint received by the Office of Provost</td>
<td>Within <strong>30 calendar days</strong> “following the conclusion of the unit grievance policy”</td>
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<td>3.</td>
<td>Preliminary Review</td>
<td>Faculty Grievance Committee (FGC) Chair will schedule meeting of FGC to review statement of grievance</td>
<td>Within <strong>5 working days</strong> of “receipt of the statement of grievance”</td>
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<tr>
<td>4.</td>
<td>FGC</td>
<td>FGC collect “any additional information deemed relevant, deliberate, and determine whether complaint is grievable”</td>
<td>Within <strong>5 working days</strong></td>
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<td>5.</td>
<td>FGC</td>
<td>FGC convene and decide</td>
<td>At earliest available date within <strong>30 calendar days</strong></td>
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<td>6.</td>
<td>FGC Chair</td>
<td>FGC Chair will notify the Grievant, the Provost, and Chair of Faculty Welfare and Governance Council of FGC’s determination</td>
<td>Within <strong>2 working days</strong> of the FGC’s determination</td>
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<tr>
<td>7.</td>
<td>FGC determined Not Grievable</td>
<td>Grievant may appeal determination</td>
<td>Within <strong>5 working days</strong> the written appeal is to be filed with the Provost office</td>
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<tr>
<td>8.</td>
<td>FGC determined Grievable</td>
<td>FGC Chair notifies the Respondent in writing that Statement of Grievance has been filed for grievance and provides a copy</td>
<td>Within <strong>2 working days</strong> of the FGC determination</td>
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<tr>
<td>9.</td>
<td>Respondent</td>
<td>Respondent submits formal written reply to the FGC chair</td>
<td>Within <strong>10 working days</strong> of receipt of Statement of Grievance</td>
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<td>FGC Chair</td>
<td>FGC Chair “supplies a copy of Respondent’s reply to the Grievant, the Provost, and the Welfare and Governance Council chair”</td>
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<tr>
<td>10.</td>
<td>FGC Chair</td>
<td>Initiate forming a Hearing Panel in accordance to Article VI</td>
<td>Within <strong>5 working days</strong> notification of Respondent</td>
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<td>11.</td>
<td>Hearing Panel</td>
<td>Must serve unless they can show good cause to be excused</td>
<td>Within <strong>3 working days</strong> of being notified of selection</td>
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<td>12. FGC Chair</td>
<td>Select members of Hearing Panel and advise Faculty Panel and FGC of the rules for potential conflicts of interest and disqualify those if conflict exists. Notify Grievant and Respondent of the composition of Hearing Panel.</td>
<td>Within <strong>10 working days</strong></td>
<td></td>
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<tr>
<td>13. Hearing Panel Chair</td>
<td>Convene a meeting date of Hearing panel.</td>
<td>Within <strong>10 working days</strong> of notifying Grievant and Respondent of composition of Hearing panel.</td>
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<td>14. Grievant &amp; Party</td>
<td>Deliver complete witness list and all exhibits pertaining to the case.</td>
<td><strong>No less than 10 working days</strong> prior to schedule hearing.</td>
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<tr>
<td>15. Hearing Panel</td>
<td>Submit the Hearing Panel Report and all exhibits and audio recordings to the Provost.</td>
<td>Within <strong>15 working days</strong> after completion of hearing.</td>
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<td>16. Provost</td>
<td>The Provost will confer with Chancellor then inform FGC, Hearing, Welfare Council Chair, Grievant &amp; Respondent in writing of the decision.</td>
<td>Within <strong>15 working days</strong> after receipt of Hearing Panel Report provide decision in writing.</td>
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<tr>
<td>Provost</td>
<td>Can extend time to deliberate.</td>
<td>Extension will not exceed an additional 30 days.</td>
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<tr>
<td>FG Chair</td>
<td>Submit a report or the Faculty Senate Executive Committee outlining outstanding grievances with date of grievances with the date grievance was filed and current status (omit names of Grievant &amp; Respondent in report for confidentiality).</td>
<td><strong>September 15 of each academic year</strong></td>
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Please note that this Timeline does not take the place of the need to refer to the Faculty Grievance Procedures document for more complete instructions and details regarding the grievance process.
The letter below is a DRAFT. I have also included above the letter the instances in SIUE’s Diversity & Inclusion Strategic Plan where Faculty Senate is explicitly named.

GOAL 3: “Build a community that fosters learning, scholarship, and creative activities that reflect understanding of global diversity and a commitment to inclusion and social justice.”

“Objective 1: Work with Faculty Senate and Student Affairs to identify ways to strengthen the university curriculum and enhance co-curricular activities to increase learning.”

“Indicator of success:... Faculty Senate will consider whether SD [Sustained Dialogue] can become a requirement.”

“Strategy for Success 3.1.3 Faculty will work with Faculty Senate and the Office of the Provost to determine how to strengthen the Lincoln Program or the SIUE Experience to address diversity, equity, and inclusion.”

January 2021

TO: Administration of Southern Illinois University Edwardsville (SIUE)

FROM: The Immersive Meaningful Practices for Accountable Campus Transformation (IMPACT) Academy
The Dismantling Racism through Education, Advocacy and Mobilization (DREAM) Collective
The Truth, Racial Healing and Transformation (TRHT) Campus Center
The Black Faculty and Staff Association (BPSA)

RE: Required Diversity Training/Training in Racism and Multicultural Competency

Our organizations are at the forefront of infusing the SIUE community with diversity and inclusion, and with educating our communities on inclusion, equity, and anti-racism. Collectively, we are writing to request that SIUE create and employ a policy requiring that all faculty, staff, and students complete diversity training in racism and multicultural competency annually. In addition to this training required of all persons, we also request that faculty (TT and NTT) and administrators be mandated to attend and participate annually in either one workshop of choice offered by the IMPACT Academy or attend one lecture hosted by the TRHT Campus Center.

We make this request for at least three reasons.

First, mandated diversity training/training in racism and multicultural competency is the most direct approach to the university’s value of inclusion, as the mandated training would move the university’s culture towards a more “welcoming and supportive environment” through an education curriculum that fosters “respect for individuals, differences, and cultures” (SIUE, 2021). The SIU System’s draft working

1 Quotations are taken directly from the Mission/Vision/Values of SIUE. Retrieved from https://www.siue.edu/about/mission-goals-plans/index.shtml.
goal themes includes a goal of “Diversity, Equity and Inclusion,” stating the system will “strive to be a national model for system-wide anti-racism and anti-oppression.” As identified in SIUE’s 2018-2025 Diversity and Inclusion Strategic Plan, one objective towards SIUE achieving its “commitment to inclusion and social justice” is to “increase awareness, competencies, and capacities of faculty and staff to effectively address issues of diversity and inclusion.” The need for training was also previously recognized in SIUE’s 2013-2016 Diversity Plan, noting that “Academic Deans and Department Chairs will:... ensure that the climate within the unit is welcoming to women and individuals from diverse backgrounds. Accomplishing this may necessitate formal diversity training for faculty and staff.”

Second, multiple subcommittees of the Antiracism Task Force made recommendations for mandated diversity training. The Antiracism Task Force was primarily composed of: scholars who study identity, diversity and inclusion trainers, social justice activists, and experts on bias, privilege, and discrimination. With the recommendation coming from multiple subcommittees containing such collective expertise, we believe the university should act on these recommendations; to not develop such a policy would undermine the university’s antiracism claim.

Lastly, there is an emerging practice among universities to mandate diversity training:
- The University of Illinois requires diversity training of all first-year students
- The University of Missouri requires diversity training for faculty, staff, and students
- The University of Oklahoma requires diversity training for faculty, staff, and students
- Arizona State University requires all faculty, staff and student workers to complete both mandatory diversity, equity, and inclusion training sessions within 90 days of hire date.
- Southwestern Community College (Iowa) requires diversity and inclusion training for all faculty and staff annually.
- University of Mississippi requires diversity and inclusion training for all students
- 
- We make this request in the spirit of our joint commitment to SIUE being an inclusive and just community. SIUE is made up of the Cougars within it; we will only come closer to our ideals at the institutional level through tangible actions that ensure our entire community has the competencies, knowledge, and commitment to co-create, and uphold a culture of inclusion and equity.

We ask the SIUE administration to respond to this request, and ultimately to either inform us of plans to implement our request or to provide a rationale for denying our request. Thank you for your consideration.

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2 https://siue.edu/about/strategic-plan/feedback.shtml
HDDSA Membership

Current membership language

6. The membership of the Committee shall be composed of:

Term appointments:

Four members for the College of Arts and Sciences, one member from the Schools of Business, Dentistry, Education, Engineering, Nursing, and Pharmacy, to be appointed by the Dean, and
One member of the Library Faculty to be appointed by the Dean, each to serve three-year staggered terms

Annual appointments:
One member of the Welfare Council to be appointed by the Chair of the Welfare Council
One staff member to be appointed by the Staff Senate President
Two students to be appointed by the Student Senate President
One member to be appointed by the Chancellor
One member to be appointed by the Alumni Association
Ex-officio member:
Provost and Vice Chancellor

Term Committee members will serve for no longer than three years, thereby providing the greater possibility of variety of input to the Committee.
Proposed new membership language

The membership of the Committee shall be composed of:

- One voting faculty member to be elected by the faculty of the College of Arts & Sciences
- One voting faculty member to be elected by the faculty of the School of Business
- One voting faculty member to be elected by the faculty of the School of Dental Medicine
- One voting faculty member to be elected by the faculty of the School of Education, Health & Human Behavior
- One voting faculty member to be elected by the faculty of the School of Engineering
- One voting faculty member to be elected by the faculty of Library & Information Services
- One voting faculty member to be elected by the faculty of the School of Nursing
- One voting faculty member to be elected by the faculty of the School of Pharmacy
- One voting faculty or staff member to be elected by the members of the SIUE Black Faculty & Staff Association
- One voting faculty or staff member to be appointed by the Director of the SIUE East St. Louis Center
- One voting retired faculty member to be appointed by the President of the SIUE Emeriti Faculty Association
- One voting faculty member to be appointed by the Director of the Women’s Studies Program
- One voting staff member to be appointed by the President of the Staff Senate
- One voting student member to be appointed by the President of the Student Senate
• One voting faculty member (from the Welfare & Governance Council) to be elected by the members of the Welfare & Governance Council
• One non-voting member to be appointed by the President of the SIUE Alumni Association
• One non-voting member to be appointed by the Chancellor
• One non-voting member to be appointed by the Provost

Elected Committee members and appointed Committee members will serve two-year terms. No elected Committee member may serve more than two consecutive two-year terms. Appointed Committee members may serve more than two consecutive two-year terms.

*The President of the Faculty Senate will initially stagger the terms of members to foster continuity.
UPBC Faculty Senate Report – A Poppess, Chair

1/28/2021

December 11th meeting

UPBC voted in December to support the following increases to Student Fees for FY 22 as presented by VC Waple. We considered the mandatory fees separate from the housing and dining fee requests.

On the matter of the proposed Student Fee increase of 2.6% ($2.70 per credit hour for UG Students), the UPBC voted to support the recommended student fee increase as proposed.

On the matter of the proposed housing rate increase of 3.0% and Dining/Meal plan increase of 2.8%, the UPBC voted to support the recommended fee increases as proposed.

The council would respectfully request a report from you on the Housing/Dining task force recommendations related to the sustainability of the current financial model as soon as they have completed their work.

January 22 meeting

Calendar for spring meetings was distributed - plan to have Scott Belobrajdic, Gireesh Gupchup, Pres. Mahony and VC Waple as guests.

Dr. Pembroke provided update on the budget situation and scenarios currently under consideration at the State level. Tuition and fee increases are also proposed in line with the different scenarios. Dr. Pembroke shared a comparative list of universities (public and private) and tuition/fees

Support for staff and faculty to be considered in 1B tier for COVID vaccine.

Innovation Grants on hold due to current budget constraints 2020-2021 as a result of COVID impact

Enrollment and retention for Spring 2021 is better than expected (ahead of the 10th day)

CARES Act 1 monies were distributed to students according to guidelines in fall (approx. 4.8 million)

“CARES Act 2” monies are received (approx. 15 million) and approximately 4.5 million will again be distributed to around 3000 Pell eligible students (Grad and UG). Awaiting further federal guideline clarification regarding distribution of remaining funding.

CAREs Act 3 - not passed yet. If passed could have significant impact on Higher Ed funding for 21-22
President's Report to Faculty Senate Executive Committee

January 28, 2021

Meetings

December 10 and January 14: University Quality Council

Updates on the Quality Initiative proposal. Goal to submit next month. Work on setting secondary key performance indicators related to the university strategic plan.

December 15 and January 25: Constituency Heads with Chancellor

Covid-19 testing updates. CARES II act funding updates. State does not have enough vaccines yet to open it up to most university faculty or staff. It looks like state will vaccinate K-12 educational professionals first. Faculty-staff list serve returning (opt-in). ISHE is requesting a 2% budget increase for universities but the state has asked us to prepare a 5% and 10% budget cut scenario. Discussed timeline for diversity training requirement.

December 16 and January 20: KPI Working Group 2

Continuing to gather data on retention and graduation rates. Met with Phil Brown re: NSSE data. Shared the results of research into the practices of a sampling of public universities with higher retention rates and/or graduation rates than SIUE.

January 8: Provost

Issues discussed included progress on best practices checklist for online asynchronous teaching, pre-tenure reviews during Covid-19, committee on student withdrawal and refunds, and diversity training for faculty. May need a couple of names for a representative on the Dean of Nursing search committee.

January 14: Faculty and Staff Appreciation Day Committee

If conditions allow, we’re looking at offering a grab and go hot lunch where people sign up in advance to pick up their lunch and a small gift of some sort. We’re looking at the week of April 12. Tentatively planning to have SDM on Friday the 16; ESL on Thursday, April 15; Edwardsville campus on Tuesday, April 13 and Wednesday the 14. In Edwardsville, we would offer lunch one day (or possibly both days if needed) and a late afternoon/evening meal for the evening/night workers on a second day. Exploring alternatives in case that is not feasible.

January 26: Diversity Council meeting with Candidate for Vice Chancellor for Diversity, Equity, and Inclusion

Discussion with Jessica Harris about her vision for DEI at SIUE.

Upcoming Meetings include:

January 29: Diversity Council meeting with Candidate for Vice Chancellor for Diversity, Equity, and Inclusion and Diversity Council meeting

February 3: KPI Working Group 2

February 4: University Quality Council