The regular meeting of the Faculty Senate Executive Committee was called to order at 2:30pm on Thursday, March 25, 2021 in Zoom by President Laurie Rice.

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

Public Comment:
There was no public comment.

Announcements:
There were no announcements.

Consideration of Minutes:
The minutes for the March 11, 2021 meeting were approved as written.

Action Items:
There were no action items.

Unfinished Business:
Rice reached out to Provost Cobb and Tom Jordan about the Textbook Services policy and possible violations. They are now in discussions with Vice Chancellor Waple about the Textbook Services budget. The Provost has identified money to use as a bridge to enable programs that are using the online course materials to do so as a temporary solution. The Provost will be a guest at the next Faculty Senate Executive Committee (FSEC) meeting to discuss long-term solutions. Textbook Services did not know what faculty use the resources after the Provost requested a list of faculty who were using them. Rice also brought the issue up at the Constituency Head meeting, and it seemed that there was agreement that some oversight from Academic Affairs was needed for Textbook Services. Kerber noted that the focus of Textbook Services seems to be on the cost as an auxiliary service, but they are essential tools used to plan, prepare, and deliver courses. There is confusion over the role of the Textbook Advisory Committee and who is on it; the committee meets twice a year, but it is not clear if they are filling their intended role. The Provost will reach out to Deans and Schools to make sure that their appointments understand the impact of the committee and feel empowered to speak up. Vice Chancellor Waple seemed welcoming of the idea of that committee reporting to the Faculty Senate.

Temko reported that the Non-Tenure Track (NTT) Faculty Association had a consensus for specific seats for NTT faculty, which is in line with the recommendations of the Provost. An increase of the Faculty Senate by 10 seats was recommended, with instructors counting as their own unit for reapportionment.
Temko also recommended including research faculty, of which there are currently only four, along with the language for clinical faculty; it will be included with the Constitutional amendment. Temko requested that the Faculty Senate review changes to the Bylaws at the April meeting for a potential vote at the May meeting. He shared the proposed Councils and Standing Committee structure, which is attached. There was a question about Ombuds and a suggestion of making them ex officio members of the Council to allow for reporting channels. There was further discussion that committees that are supposed to report back to the Faculty Senate do not as institutional memory is lost; it was noted that there is language about search committees in the Bylaws so other committees could easily be added to that reporting requirement. The difference between the proposed University Budget, Finance and Operations Council and the University Planning and Budget Council (UPBC) was discussed, noting that the UPBC is focused on high-level and long-term scenarios and there is not a significant faculty connection to more localized and in-the-moment budget issues. The Bylaws only names the Councils, standing committees, and basic functions with the specifics outlined in the operating papers for those Councils and committees. Proposals will be shared at the April Faculty Senate meeting.

Proposed revisions to Policy 1E1 Admissions Criteria were reviewed. The proposal was put together by the Admissions Criteria Task Force, and Admissions agrees with it. Rice will reach out to Scott Belobrajdic and Todd Burrell to see if they can attend the April Faculty Senate meeting to address any questions when it is presented for approval.

Proposed revisions to Policy 1E1 English Pathway Program were reviewed. No concerns were noted.

The CARES Act will result in a significant amount of funds for SIUE. Some money is already committed to bringing the university current on bills, however some faculty view this as free money with ideas on how it could be spent. Rice shared with the Chancellor that faculty would like to have input if there is money to spend. He will bring plans to UPBC and agreed that there should be transparency on the funds. There will continue to be COVID expenses, and not being able to increase fees and tuition will continue to cause financial strain.

Council Chairs have to be approved at the May Faculty Senate meeting, so Councils will have to vote for their 2021-2022 Chairs at their April meetings. It was noted that reorganization could impact Councils, and an effective date and interim period will likely be needed. It was suggested to create an ad hoc committee that spans all the Councils to write new operating papers and facilitate the transition to a new structure.

**New Business:**
There was no new business.

**Reports:**
The University Planning and Budget Council (UPBC) report was posted and is attached. Their approved operating papers were shared and are attached. They will be presented at the April Faculty Senate meeting for a first reading.
The Faculty Development Council reported that the Teaching Excellence Award Committee fell apart during COVID and needs to be reformed. Instead of a Continuous Improvement Conference, there will be two webinars on May 12 and May 13 for pre-tenure and post-tenure faculty. The Council discussed Textbook Services. The Center for Faculty Development will be hiring a new faculty member, and the Council will help with the selection process.

Rules and Procedures reported that election results have started to come in. The Qualtrics survey for President-Elect has gone out. The Evaluation Committee met to go over the Provost and Chancellor evaluations.

Welfare and Governance Council is working with Thad Meeks, who volunteered to chair the Honorary Degrees and Distinguished Service Award Committee (HDDSAC), to organize a committee meeting. The Chancellor has arranged to participate on the committee as his own representative, so they will be scheduling around him. Suggested changes to the Grievance Policy document recommended by Tom Jordan were accepted, and it will be sent to FSEC once the finalized documents are received. The Dual Career Policy was sent to Tom Jordan for review. The Council has identified someone willing to serve as Chair and Co-Chair for next year.

The Graduate Council discussed the Graduate Dean’s annual evaluation, and they are reaching out to four groups related to the Graduate School for input.

The Past President reported that Faculty and Staff Appreciation Day will happen on April 15. The committee had decided to get gifts for employees instead of hosting an event, however the Chancellor’s Council wanted to hold an event. It will be a series of virtual events, and employees will receive t-shirts and face masks.

The President shared a report that is attached. Faculty Senate representatives are needed for the Goal 5 SIU System Strategic Plan Committee; Kim Carter has agreed to serve, but there is a need for one more representative. The System Vice President for Anti-Racism, Diversity, Equity, and Inclusion search is moving forward, and candidate names should be available soon.

There were no other reports.

Adjournment:
The meeting adjourned at 4:09 pm.

Submitted by Anne Hunter, University Governance
I. CALL TO ORDER
II. PUBLIC COMMENT*
III. ANNOUNCEMENTS
IV. CONSIDERATION OF MINUTES
   a. March 11, 2021
V. ACTION ITEMS
VI. UNFINISHED BUSINESS
   a. Faculty Senate reorganization
   b. Textbook Services Discussion
   c. Policy 1E1 Admission Criteria
   d. Policy 1E1 English Pathway Program
   e. Budget input
   f. Council leadership
VII. NEW BUSINESS
VIII. REPORTS FROM COUNCIL CHAIRS
   a. UPBC – Ann Popkess
   b. Faculty Development Council – Tim Jacks
   c. Curriculum Council – Keith Hecht
   d. Rules & Procedures Council – Ezra 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
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 anunite@siue.edu prior to the start of the meeting. Meetings will be accessible via Zoom, and login information is included in the agenda.
Full-time instructors were added to Faculty Senate and will elect their own senators. The size of senate was increased from 39 to 49 proportional to adding these members.

Research professors were added to Faculty Senate. Language about senators not represented within a particular unit being assigned to an appropriate one by the Governance Council was added in to account for the research professors that are in Cntr for STEM Res Educ Outrch and Nat Corn Eth Rsch Ctr.

The size of the Senate was given flexibility, with language added that if someone still has one or two years left on Senate but reapportionment would technically mean they should not be there, that they still get to serve out their term.

Binary gender references (e.g. his/her) were changed to be gender-inclusive.

The Faculty Senate’s operating procedures were changed from using Robert’s Rules of Order to a modified feminist process that is oriented towards inclusion, order, and efficiency. It is considered “modified” because it uses majority voting as a decision mechanism (as opposed to consensus) and because it is tailored to the structure and needs of the body (e.g. allowing the president to facilitate all meetings rather than having facilitation rotate each meeting).

Eligibility for president-elect was updated to include current and former senators. This expands our pool of potential nominees in a way that we feel is appropriate. Former senators still have familiarity with the senate and through their onboarding year as President-Elect would be up to speed when they become president.

Changes were made to reflect current practice (e.g. ITS administers electronic ballots for our elections, not the UGO and we do not use paper ballots. Bylaw amendments require approval by the chancellor.)

All councils were charged with attention to equity, etc.

The previously discussed language on committee appointments / FS representation on university committees was included.

Councils & Standing Committees
Graduate Council was left alone.
Curriculum Council was split into an Undergraduate Curriculum & Program Oversight Council and an Undergraduate Academic Policy & Planning Council.
Faculty Welfare Council and Faculty Development Council were combined into a Faculty Development, Adjudication, & Welfare Council.
A new council was established: University Budget, Finance, & Operations

This makes the new FS structure:
Undergraduate Academic Policy & Planning Council
Undergraduate Curriculum & Program Oversight Council
University Budget, Finance, & Operations Council
Faculty Development, Adjudication, & Welfare Council
Governance Council
Graduate Council

**Standing Committees**
Executive Committee was left alone.
Graduate Council is responsible for determining its own standing committees.

The Undergraduate Academic Policy & Planning Council would have two standing committees: the existing General Education Committee and a Student Success Committee.

The Undergraduate Curriculum & Program Oversight Council would have two standing committees: the existing Appeals Committee, and then a committee that combines three other committees and meets on an as-needed basis when it is determined that university-level review is warranted or when a graduation appeal needs review (Undergraduate Courses, Program Review, & Graduation Appeals Committee).

The University Budget, Finance, & Operations Council would have an Academic and Support Services Committee.

The Faculty Development, Adjudication, & Welfare Council would have a Faculty Awards Committee (combining the current awards committees from across councils), a Faculty Grievance & Family-Friendly Leave Request Committee (combining Faculty Grievance Committee and the University Committee for Family-Friendly Policy Implementation), and a Unrepresented Faculty Welfare Committee.

Governance Council would have a Governance Impact Committee. This committee would include a representative from each council who would be focused on paying attention to issues like inclusion, equity, access, efficiency, communication connections, communications, sustainability, transparency, governance on their council and then the committee.
The Faculty Senate Bylaws
I. Membership and Representation in the Faculty Senate

A. The Faculty Senate shall normally consist of proportionally elected members and the faculty-elected members of the Graduate Council, with the proportionally elected members allocated to and elected by the various academic units, as determined by the Governance Council. The academic units are defined as: College of Arts and Sciences, School of Business, School of Dental Medicine, School of Education, School of Engineering, Library and Information Services, School of Nursing, and School of Pharmacy. Non-tenure track full-time instructors shall constitute a separate distinct unit. Senators not represented within one of these academic units based on their primary academic affiliation will be assigned to a unit, as determined by the Governance Council. No elected member who has not finished their term shall be deprived of a seat on the basis of the annual reappointment. Representation of additional units may be added by majority vote of the Faculty Senate.

B. Faculty Senators shall be elected to three-year terms which shall begin with the new academic year. Each academic unit shall elect its representatives. If a faculty senator is appointed Chair of the University Planning and Budget Council, he or she shall, upon appointment as Chair, become an at-large, non-voting member of the Senate. This at-large Senate membership will continue for the duration of the term as UPBC Chair, provided that the individual remains eligible for Faculty Senate membership during the term as Chair. The replacement for the Senator who becomes Chair of UPBC will be selected from the same unit in accord with the Bylaws of the Faculty Senate.

Faculty members appointed as representatives to the University Planning and Budget Council who are not regularly elected members of the Faculty Senate shall become at-large, non-voting members of the Senate. At least two members of UPBC shall be senators who are assigned to the University Budget, Finance, & Operations Council.

Faculty members appointed as representatives of the Illinois Board of Higher Education shall become at-large, non-voting members of the Senate.

C. Faculty Senators will be expected to attend all meetings of the Faculty Senate or designate an alternate from the same academic unit to attend in their place.

D. Upon recognition of a vacancy, the Executive Committee shall inform the Governance Council to initiate action to fill the vacant Senatorship. Resignation of a Faculty Senator shall be submitted, in writing, to the Executive Committee.

E. At the beginning of each academic year, the seat of any Faculty Senator who was absent without replacement by an alternate for a majority of meetings (more than 50% of the total Senate meetings and assigned Council meetings) during the preceding year may be declared vacant by the Governance Council. If a Senator is to be absent from the Faculty Senate for an extended period of time, then that Senator should either resign or have an alternate from the same School or unit (see I. A) attend meetings during his or her absence.

F. Each elected member of the Faculty Senate shall serve on a Council.

G. A Faculty Senator elected by a unit must have at least a 50% assignment within that unit, or, if a senator does not have at least a 50% assignment to any unit, be elected by a unit they were assigned to by the Governance Council. If a Senator becomes unqualified to serve, the seat shall be declared vacant by the Governance Council and the unit directed to elect a replacement. The Faculty Senator may appeal the decision to the Executive Committee.

H. A Faculty Senator elected by a unit can be recalled by a majority vote of the faculty of the unit. A recall election shall be held by the Governance Council on the petition of at least
15% of the faculty in the unit. If the election is successful (a majority of the unit votes to recall), the seat shall be declared vacant by the Rules and Procedures Governance Council and the unit directed to elect a replacement.

II. Meetings

A. The Faculty Senate shall schedule regular meetings generally at least once a month, or more frequently if its responsibilities require. Normally, the Faculty Senate will not meet during the months of June, July, and August, unless convened by the Executive Committee.

B. The Faculty Senate may be called into a special meeting by the Executive Committee provided the members are given at least one week's notice of the meeting and the topics necessitating the meeting. Only those topics announced may be considered at the meeting. The Executive Committee shall call a special meeting on the written request of five or more Faculty Senators.

C. The Faculty Senate shall conduct its business under recognized parliamentary procedures, as specified in Robert's Rules of Order, the Faculty Senate's approved Modified Feminist Process, and shall appoint as needed its parliamentarian annually.

D. Agendas of the Faculty Senate and its subordinate units shall normally be prepared by the Executive Committee and the appropriate Chairpersons, respectively. Faculty Senators and committee members may place items on the agenda upon request to the Executive Committee or appropriate Council or committee Chairperson. Any member of the faculty shall receive on request the agenda for any meeting of the Senate or any of its subordinate units.

E. Each Faculty Senator, or designated alternate, present at a meeting shall have one vote.

F. While only Faculty Senators or their designated alternates shall be eligible to propose and to vote on motions, in accordance with the Illinois Open Meetings Act, the public is allowed to comment at Faculty Senate meetings generally for a maximum of 3 minutes per person. A maximum of 20 minutes per meeting will be allotted for public comment.

G. A public body may, upon a majority vote of a quorum present, vote to go into closed session. All meetings, however, must be conducted in accordance with the Illinois Open Meeting Law. Final action can be taken only in open meetings.

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

I. Faculty Senate Councils shall normally meet at least once a month at the call of their respective chairperson or by petition of one-third of the respective membership. Normally Faculty Senate Councils will not meet during the months of June, July, and August, unless convened by the Executive Committee.

J. The Faculty Senate shall maintain a registry of membership of Faculty Senators and of all its subordinate units, and of its appointments to various university committees. It shall also maintain a calendar of all scheduled meetings for the convenience of its membership and other interested parties.

K. The President of the Faculty Senate may call a meeting of the entire faculty at least once a year. The faculty shall be notified at least two weeks in advance of the meeting of the topics to be discussed.

III. Officers of the Faculty Senate
A. The Officers of the Faculty Senate shall be elected from the past or current membership of the Faculty Senate and shall remain members of the Faculty Senate during their term of office, and shall include the President, President-Elect, and Past-President.

1. The President of the Faculty Senate shall be presiding officer with the power to call Faculty Senate and general faculty meetings. The President shall be Chairperson of the Executive Committee and shall be a non-voting or ex-Officio member of all Faculty Senate subordinate units. The President shall represent the Faculty Senate in any organized all-University activity.

2. The President-Elect of the Faculty Senate shall assist the President of the Faculty Senate in his/her duties. He/She will serve as President-Elect the first year, automatically become President in the second year, and the Past-President in the third year. If the office of the president becomes vacated, the President-Elect shall serve the remainder of the unexpired term of President, followed by his/her regular term of President. In the event of a vacancy in the office of the President-Elect, the Rules and Procedures Council shall conduct an election to fill this vacancy. The President-Elect shall be a non-voting, ex-Officio member of all Faculty Senate subordinate units.

3. Nomination and Election of the President-Elect of the Faculty Senate.

   a. Nomination of a candidate for President-Elect may be made either by the Nominating Committee or by nomination on the floor of the Faculty Senate. Nominees must be former or current members of the Faculty Senate. The Nominating Committee shall consist of the President of the Faculty Senate, the President-Elect of the Faculty Senate, and the Chair of the Rules and Procedures Council. The Chair of the Rules and Procedures Council shall chair the Nominating Committee. This committee shall be formed in January. The committee shall prepare a slate of one or two candidates to represent to the Faculty Senate at the February meeting. The committee must contact potential candidates to ensure their willingness to serve prior to the February meeting of Faculty Senate. At the February meeting of Faculty Senate, the Rules and Procedures Council shall present the slate of candidates to the Senate. Nominations will then be accepted from the floor of the Senate. If such nominees are not present when nominated, it will be the task of the Nominating Committee to determine whether they are willing to serve. Declining nominees will not be included on the ballot.

   b. Following the February meeting of the Faculty Senate, Information Technology Services, the University Governance Office, will prepare an electronic ballot and provide it to the voting faculty. The ballot will include the names in alphabetical order of all nominees willing to serve and a blank line for a write-in vote. Faculty will have two weeks to complete the voting procedure. If a paper ballot is used, faculty will be provided with two return envelopes: one outer envelope which must be signed by the voting faculty member and an inner, unmarked envelope. The persons appointed by the President of the Faculty Senate will count the ballots. Those tallying the paper ballots will first remove the unmarked envelope from the outer envelope and discard the latter. The confidentiality of votes is to be maintained. The results will be given to the President of the Faculty Senate.

   c. If one candidate receives over 50% of the votes cast in the election, that candidate will be the winner of the election for President-Elect, and the results will be announced at the March meeting of the Faculty Senate by the President of the Faculty Senate.

   d. If no candidate receives over 50% of the votes cast, the decision on how to proceed will be made by the Faculty Senate at its March meeting. The Senate will be informed of the total number of votes cast in the election, the percentage return, and the number of votes received by the candidates receiving the two highest percentages; but, the Senate will not be informed of which candidates received those votes. The
Senate may vote to accept a plurality rather than a majority of votes to declare the winner.

e. If the Senate votes not to accept a plurality, then there will be a run-off election between the candidates with the two highest vote totals. The run-off will use the procedures outlined in Section b. above. The result will be presented to the Faculty Senate at the April meeting.

4. The President, President-Elect, and Past-President shall serve the whole faculty and consequently shall not serve as unit representative. The unit from which the President-Elect was a current senator at the time of election, the unit from which the President-Elect was originally elected as a Senator shall elect a replacement to fill the unexpired term vacated by the election. The officers shall serve as non-voting members of the Senate and its subordinate units. The presiding officer of the Senate may vote to break a tie.

5. Functions and terms of office of other officers shall be designated by the Senate at the time the office is created. Election of other Faculty Senate officers shall be conducted by the Rules and Procedures Governance Council.

B. Election of Faculty Senate officers shall be conducted by the Rules and Procedures Governance Council in the Spring semester. Terms of officers shall begin with the new academic year.

IV. Executive Committee

A. The officers of the Faculty Senate and the Chairpersons of the Councils will constitute the Executive Committee of the Faculty Senate, with power to act for the Faculty Senate between meetings on matters which must be dealt with immediately where a week’s delay would constitute a decision. All other items shall be reported to the Senate for consideration. The actions of the Executive Committee shall be subject to review by the full Faculty Senate. No one serving as dean, associate dean, assistant dean, chancellor, vice-chancellor, associate vice-chancellor, assistant vice-chancellor, or equivalent positions shall be a member of the Executive Committee.

B. The Executive Committee shall function as a steering committee to help enable and facilitate the Faculty Senate working effectively. The Executive Committee shall be responsible for the agenda of meetings of the Faculty Senate. The Executive Committee shall respond to matters presented to it by individual faculty members and may place such matters on the agenda, as it deems necessary.

C. The President of the Faculty Senate, or his/her representative and any member of the Executive Committee who so chooses, shall meet on a regular monthly basis with the Chancellor of the University for informational purposes.

D. The Executive Committee shall be responsible for scheduling and assigning projecting completion dates for those agenda items sent to Faculty Senate subordinate units.

E. The Executive Committee shall be responsible for reviewing and updating the evaluation instrument used for the Faculty Senate’s review of the provost, and reviewing its results.

F. The Executive Committee shall be responsible for liaising with internal bodies, e.g., Student Senate, University Staff Senate, etc.

V. Councils

A. The Faculty Senate shall establish the following standing Councils and standing committees:

1. Undergraduate Academic Policy & Planning Council
Standing Committee: General Education
Standing Committee: Student Success

12. Curriculum, Undergraduate Curriculum & Program Oversight Council
   Standing Committee: Undergraduate Courses, Program Review, & Graduation Appeals
   Standing Committee: Assessment

3. University Budget, Finance, & Operations Council
   Standing Committee: Academic & Support Services

24. Faculty Development, Development, Adjudication, & Welfare Council
   Standing Committee: Faculty Grievance & Family-Friendly Leave Request Committee
   Standing Committee: Faculty Awards
   Standing Committee: Unrepresented Faculty Welfare

35. Rules and Procedures Governance Council
   Standing Committee: Governance Impact

46. Graduate Council. As described in Article V, Section C of the Faculty Senate Constitution, the Graduate Council shall also be considered a standing Council of the Faculty Senate.

Welfare and Governance Council

B. The Faculty Senate Past-President, President, and President-Elect shall appoint Chairpersons for the Councils for the coming year and shall submit the appointments for approval of the Faculty Senate at the May meeting.

C. The Faculty Senate Executive Committee shall appoint assign the Faculty Senate members to membership of each Council. Such membership shall be composed of at least three to twelve members of the Senate. Councils may add additional and no more than two members from outside Faculty Senate, or each of the representatives added from other campus constituency groups, and these latter members shall be voting members.

D. Each Council shall develop its own operating procedures, which must be approved by the Faculty Senate.

E. Each Council may establish, in addition to the standing committees identified in Section VI, Paragraph H, below, ad hoc committees as needed to fulfill that Council’s responsibilities. Membership to standing or ad hoc committees is not limited to members of the Faculty Senate; however, it is desirable that a majority of each committee consists of members of the Faculty Senate. The Chairperson of each committee shall be appointed by the Council to which the committee is to report, and the Chairperson must be a member of that Council. The Graduate Council may establish and terminate its own standing committees.
As described in Article V, Section C of the Constitution, the Graduate Council shall also be considered a standing Council of the Faculty Senate.

G. Additional Standing Committees may be established by amending these Bylaws.

H. All councils, as well as the Executive Committee and Faculty Senate as a whole, are responsible for matters such as inclusion, equity, access, efficiency, communication connections, communications, sustainability, transparency, and governance. All councils shall designate one of their senate members to serve on the Governance Council’s Governance Impact Committee.

I. The Faculty Senate shall be responsible for recommending possible changes in the Board Statutes to the Board of Trustees; reviewing current practices and policies in the area of academic governance and formulating guidelines for the administration and governance of all academic units; formulating and recommending to the Faculty Senate policy relating to the structure, functioning, and funding of the Southern Illinois University system and the organizational relationships among and between the Board of Trustees, the President, Southern Illinois University Carbondale, the School of Medicine, and Southern Illinois University Edwardsville. When relevant, this charge may be taken up by any council, the Executive Committee, and/or the Faculty Senate as a body.

II. Additional Functions and responsibilities of the Faculty Senate Councils and Standing Committees are as follows:

   a. Functions: The Undergraduate Academic Policy & Planning Council is responsible to the Faculty Senate for formulating and recommending policy on undergraduate curriculum (instructional programs; courses of study; definitions of certificates, diplomas, degrees, student entrance, retention, and exit), for formulating and reviewing undergraduate curricular policy proposals, for reviewing the administration of all undergraduate curricular matters, for assessment roles, responsibilities, and oversight, and for reviewing and updating the evaluation instrument used for the Faculty Senate’s review of the provost, and reviewing its results; and for conducting undergraduate program reviews. "Undergraduate" shall be defined as including both dental and continuing education. The council is also responsible to the Faculty Senate for all matters of student success related to academic and faculty interest, such as advising, academic probation, conduct, and housing, as well as liaising with Student Senate.

   b. Standing Committees: Academic Standards Policy Committee, Committee on Assessment, General Education Committee, Graduation Appeals Committee, Undergraduate Courses Committee, and Undergraduate Programs Committee.

2. Undergraduate Curriculum & Program Oversight Council
   a. Functions: The Undergraduate Curriculum & Program Oversight Council is responsible to the Faculty Senate for, when warranted, conducting undergraduate program reviews and program change hearings, and for hearing graduation appeals.

3. University Budget, Finance, & Operations Council
   a. Functions: The University Budget, Finance, & Operations Council is responsible to the Faculty Senate for all matters relating to faculty participation in university budgeting, for liaising with Staff Senate, for attention to sustainability, for providing oversight on academic matters relating to the academic calendar, counselling, technology, and support services.
4. Faculty Development, Adjudication & Welfare, Council

a. The Functions: The Faculty Success Council shall be responsible for the following: On behalf of the SIUE faculty (as defined in the Faculty Senate Constitution) not represented under a current labor contract, to concern itself with all policies for faculty evaluation, salary, promotions, tenure, leaves of absence, recruitment, employment, retraining, development, rights and responsibilities, general faculty benefits, discipline, severance, and grievance.

A. To work with the Office of the Provost to develop and promote programs relating to faculty roles and responsibilities in the areas of teaching, scholarship, and service, such as the Fall Faculty Symposium, Scholarship of Teaching and Learning initiatives, and Faculty Conversations.

B. To serve as liaison to SIUE faculty to identify faculty development interests.

C. To coordinate the dissemination of information of campus, state, and national initiatives concerning faculty roles and responsibilities.

D. To encourage broad faculty involvement and open discussion within departments regarding faculty roles and responsibilities and coordinate these activities at college, school, and university levels.

E. To provide for the oversight of the Excellence in Undergraduate Education Program (EUE).

F. To work in conjunction with the EUE Coordinator to develop program guidelines and review procedures, to conduct a periodic assessment of the EUE Program, and to advise the EUE Coordinator on matters pertaining to EUE.

G. The Committee shall also be responsible for conducting the review of EUE proposals and make recommendations to the Provost and Vice Chancellor for Academic Affairs on the allocation of EUE funds. To otherwise be responsible to the Faculty Senate for all matters related to faculty welfare, development, and success.

The Welfare and Governance Council is responsible for formulating and recommending to the Faculty Senate policy relating to the structure, function, and funding of the Southern Illinois University system and the organizational relationships among and between the Board of Trustees, the President, Southern Illinois University Edwardsville, the College of Education, and Southern Illinois University Carbondale. The Welfare and Governance Council shall concern itself with all policies for faculty evaluation, salary, promotions, tenure, leaves of absence, recruitment, employment, retraining, development, rights and responsibilities, general faculty benefits, discipline, severance, and grievance.

3. Rules and Procedures, Governance Council

a. Functions: The Rules and Procedures, Governance Council is charged with recommendations pertaining to structuring the Faculty Senate, specifically the reapportionment of Senate seats, seating and unseating Senators, and the election of Senate Officers; coordinating and analyzing the academic governance of the University per se including name changes and/or the restructuring of departments and schools; liaison with internal bodies, e.g., Student Senate, University Staff Senate, etc.; evaluation of the Chancellor and the Provost and Vice Chancellor; recommending committee appointments to the Faculty Senate president and coordinating with the University Governance Office to track committee appointments; recommending possible changes in the Board Statutes to the Board of Trustees; reviewing current practices and policies in the area of academic governance and formulating guidelines for the administration and governance of all academic units.
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 on ad-hoc or standing committees, councils, etc., related to Faculty Senate’s charges, including but not limited to UPBC (University Planning and Budgeting Council), Parking and Traffic, Intercollegiate Athletics Committee, and Committee for Higher Administrator Performance Appraisal (CHAPA). Representatives will be chosen by the Faculty Senate President, in conjunction with the Executive Committee. Each appointment must be announced to the Faculty Senate members.

The Governance Council provide for appropriate onboarding for Governance Impact Committee members. The Governance Impact Committee provides leadership to help Faculty Senate do and be good and continuously improve itself and the university through a focus on matters such as inclusion, equity, access, efficiency, communication connections, communications, sustainability, transparency, and governance. Each council’s representative on the Governance Impact Committee will serve their respective councils by helping their council consider these issues. The Governance shall convene together the committee members to foster collective discussions around governance impact issues, challenges, and opportunities across councils.

4. Welfare and Governance Council

The Welfare and Governance Council is responsible for formulating and recommending to the Faculty Senate policy, relating to the structure, functioning, and funding of the Southern Illinois University system and the organizational relationships among and between the Board of Trustees, the President, Southern Illinois University Carbondale, the School of Medicine, and Southern Illinois University Edwardsville. On behalf of the SIUE faculty (as defined in the Faculty Senate Constitution) not represented under a current labor contract, the Welfare and Governance Council shall concern itself with policies for faculty evaluation, salary, promotions, tenure, leaves of absence, recruitment, employment, retraining, development, rights and responsibilities, general faculty benefits, discipline, governance, and grievances.

VI. Amendments to the Bylaws

Bylaws may be amended by a two-thirds vote of the Faculty Senate and thereafter approval by the chancellor. The Senate vote may be taken at a Senate meeting if previously circulated to the members.
The Faculty Senate Bylaws

I. Membership and Representation in the Faculty Senate

A. The Faculty Senate shall normally consist of 49 proportionally elected members and the faculty-elected members of the Graduate Council, with the proportionally elected members allocated to and elected by the various academic units, as determined by the Governance Council. The academic units are defined as: College of Arts and Sciences, School of Business, School of Dental Medicine, School of Education, School of Engineering, Library and Information Services, School of Nursing, and School of Pharmacy. Non-tenure track full-time instructors shall constitute a separate distinct unit. Senators not represented within one of these academic units based on their primary academic affiliation will be assigned to a unit, as determined by the Governance Council. No elected member who has not finished their term shall be deprived of a seat on the basis of the annual reapportionment. Representation of additional units may be added by majority vote of the Faculty Senate.

B. Faculty Senators shall be elected to three-year terms which shall begin with the new academic year. Each academic unit shall elect its representatives. If a faculty senator is appointed Chair of the University Planning and Budget Council, they shall, upon appointment as Chair, become an at-large, non-voting member of the Senate. This at-large Senate membership will continue for the duration of the term as UPBC Chair, provided that the individual remains eligible for Faculty Senate membership during the term as Chair. The replacement for the Senator who becomes Chair of UPBC will be selected from the same unit in accord with the Bylaws of the Faculty Senate.

Faculty members appointed as representatives to the University Planning and Budget Council who are not regularly elected members of the Faculty Senate shall become at-large, non-voting members of the Senate. At least two members of UPBC shall be senators who are assigned to the University Budget, Finance, & Operations Council.

Faculty members appointed as representatives to the Illinois Board of Higher Education shall become at-large, non-voting members of the senate.

C. Faculty Senators will be expected to attend all meetings of the Faculty Senate or designate an alternate from the same academic unit to attend in their place.

D. Upon recognition of a vacancy, the Executive Committee shall inform the Governance Council to initiate action to fill the vacant Senatorship. Resignation of a Faculty Senator shall be submitted, in writing, to the Executive Committee.

E. At the beginning of each academic year, the seat of any Faculty Senator who was absent without replacement by an alternate for a majority of meetings (more than 50% of the total Senate meetings and assigned Council meetings) during the preceding year may be declared vacant by the Governance Council. The Faculty Senator may appeal the decision to the Executive Committee. If a Senator is to be absent from the Faculty Senate for an extended period of time, then that Senator should either resign or have an alternate from the same School or unit (see I. A) attend meetings during their absence.

F. Each elected member of the Faculty Senate shall serve on a Council.

G. A Faculty Senator elected by a unit must have at least a 50% assignment within that unit, or, if a senator does not have at least a 50% assignment to any unit, be elected by a unit they were assigned to by the Governance Council. If a Senator becomes unqualified to serve, the seat shall be declared vacant by the Governance Council and the unit directed to elect a replacement. The Faculty Senator may appeal this decision to the Executive Committee.

H. A Faculty Senator elected by a unit can be recalled by a majority vote of the faculty of the unit. A recall election shall be held by the Governance Council on the petition of at least 15% of the faculty in
the unit. If the election is successful (a majority of the unit votes to recall), the seat shall be declared vacant by the Governance Council and the unit directed to elect a replacement.

II. Meetings

A. The Faculty Senate shall schedule regular meetings, generally at least once a month, or more frequently if its responsibilities require. Normally, the Faculty Senate will not meet during the months of June, July, and August, unless convened by the Executive Committee.

B. The Faculty Senate may be called into a special meeting by the Executive Committee provided the members are given at least one week’s notice of the meeting and the topics necessitating the meeting. Only those topics announced may be considered at the meeting. The Executive Committee shall call a special meeting on the written request of five or more Faculty Senators.

C. The Faculty Senate shall conduct its business as specified in the Faculty Senate’s approved Modified Feminist Process, and shall appoint as needed its parliamentarian annually.

D. Agendas of the Faculty Senate and its subordinate units shall normally be prepared by the Executive Committee and the appropriate Chairpersons, respectively. Faculty Senators and committee members may place items on the agenda upon request to the Executive Committee or appropriate Council or committee Chairperson. Any member of the faculty shall receive on request the agenda for any meeting of the Senate or any of its subordinate units.

E. Each Faculty Senator, or designated alternate, present at a meeting shall have one vote.

F. While only Faculty Senators or their designated alternates shall be eligible to propose and to vote on motions, in accordance with the Illinois Open Meetings Act, the public is allowed to comment at Faculty Senate meetings, generally for a maximum of 3 minutes per person and a maximum of 20 minutes per meeting allotted for public comment.

G. A public body may, upon a majority vote of a quorum present, vote to go into closed session. All meetings, however, must be conducted in accordance with the Illinois Open Meeting Law. Final action can be taken only in open meetings.

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

I. Faculty Senate Councils shall normally meet at least once a month at the call of their respective chairperson or by petition of one-third of the respective membership. Normally Faculty Senate Councils will not meet during the months of June, July, and August, unless convened by the Executive Committee.

J. The Faculty Senate shall maintain a registry of membership of Faculty Senators, of all its subordinate units, and of its appointments to various university committees. It shall also maintain a calendar of all scheduled meetings for the convenience of its membership and other interested parties.

K. The President of the Faculty Senate may call a meeting of the entire faculty at least once a year. The faculty shall be notified at least two weeks in advance of the meeting of the topics to be discussed.

III. Officers of the Faculty Senate

A. The Officers of the Faculty Senate shall be elected from the past or current membership of the Faculty Senate and shall remain members of the Faculty Senate during their term of office, and shall include the President, President-Elect, and Past-President.
1. The President of the Faculty Senate shall be presiding officer with the power to call Faculty Senate and general faculty meetings. They shall be Chairperson of the Executive Committee and shall be a non-voting or ex-Officio member of all Faculty Senate subordinate units. The President shall represent the Faculty Senate in any organized all-University activity.

2. The President-Elect of the Faculty Senate shall assist the President of the Faculty Senate in their duties. They will serve as President-Elect the first year, automatically become President in the second year, and the Past-President in the third year. If the office of the president becomes vacated, the President-Elect shall serve the remainder of the unexpired term of President, followed by their regular term of President. In the event of a vacancy in the office of the President-Elect, the Governance Council shall conduct an election to fill this vacancy. The President-Elect shall be a non-voting, ex-Officio member of all Faculty Senate subordinate units.

3. Nomination and Election of the President-Elect of the Faculty Senate.

   a. Nomination of a candidate for President-Elect may be made either by the Nominating Committee or by nomination on the floor of the Faculty Senate. Nominees must be former or current members of the Faculty Senate. The Nominating Committee shall consist of the President of the Faculty Senate, the President-Elect of the Faculty Senate, and the Chair of the Governance Council. The Chair of the Governance Council shall chair the Nominating Committee. This committee shall be formed in January. The committee shall prepare a slate of one or two candidates to represent to the Faculty Senate at the February meeting. The committee must contact potential candidates to ensure their willingness to serve prior to advancing their names. At the February meeting of Faculty Senate, the Chair of the Governance Council shall present the slate of candidates to the Senate. Nominations will then be accepted from the floor of the Senate. If such nominees are not present when nominated, it will be the task of the Nominating Committee to determine whether they are willing to serve. Declining nominees will not be included on the ballot.

   b. Following the February meeting of the Faculty Senate, Information Technology Services will prepare an electronic ballot and provide it to the voting faculty. The ballot will include the names in alphabetical order of all nominees willing to serve and a blank line for a write-in vote. Faculty will have two weeks to complete the voting procedure. The confidentiality of votes is to be maintained. The results will be given to the President of the Faculty Senate.

   c. If one candidate receives over 50% of the votes cast in the election, that candidate will be the winner of the election for President-Elect, and the results will be announced at the March meeting of the Faculty Senate by the Present of the Faculty Senate.

   d. If no candidate receives over 50% of the votes cast, the decision on how to proceed will be made by the Faculty Senate at its March meeting. The Senate will be informed of the total number of votes cast in the election, the percentage return, and the number of votes received by the candidates receiving the two highest percentages; but, the Senate will not be informed of which candidates received those votes. The Senate may vote to accept a plurality rather than a majority of votes to declare the winner.

   e. If the Senate votes not to accept a plurality, then there will be a run-off election between the candidates with the two highest vote totals. The run-off will use the procedures outlined in Section b. above. The result will be presented to the Faculty Senate at the April meeting.

4. The President, President-Elect, and Past-President shall serve the whole faculty and consequently shall not serve as unit representative. If the President-Elect was a current senator at the time of election, the unit from which the President-Elect was originally elected
as a Senator shall elect a replacement to fill the unexpired term vacated by the election. The officers shall serve as non-voting members of the Senate and its subordinate units. The presiding officer of the Senate may vote to break a tie.

5. Functions and terms of office of other officers shall be designated by the Senate at the time the office is created. Election of other Faculty Senate officers shall be conducted by the Governance Council.

B. Election of Faculty Senate officers shall be conducted by the Governance Council in the Spring semester. Terms of officers shall begin with the new academic year.

IV. Executive Committee

A. The officers of the Faculty Senate, the Chairpersons of the Councils will constitute the Executive Committee of the Faculty Senate, with power to act for the Faculty Senate between meetings on matters which must be dealt with immediately where a week’s delay would constitute a decision. All other items shall be reported to the Senate for consideration. The actions of the Executive Committee shall be subject to review by the full Faculty Senate. No one serving as dean, associate dean, assistant dean, chancellor, vice-chancellor, associate vice-chancellor, assistant vice-chancellor, assistant to the vice-chancellor, or equivalent positions shall be a member of the Executive Committee.

B. The Executive Committee shall function as a steering committee to help enable and facilitate the Faculty Senate working effectively. The Executive Committee shall be responsible for the agenda of meetings of the Faculty Senate. The Executive Committee shall respond to matters presented to it by individual faculty members and may place such matters on the agenda, as it deems necessary.

C. The President of the Faculty Senate, or their representative and any member of the Executive Committee who so chooses, shall meet on a regular monthly basis with the Chancellor of the University for informational purposes.

D. The Executive Committee shall be responsible for scheduling and assigning project completion dates for those agenda items sent to Faculty Senate subordinate units.

E. The Executive Committee shall be responsible for reviewing and updating the evaluation instrument used for the Faculty Senate’s review of the provost, and reviewing its results.

F. The Executive Committee shall be responsible for liaising with internal bodies, e.g. Student Senate, University Staff Senate, etc.

V. Councils

A. The Faculty Senate shall establish the following standing Councils and standing committees:

1. Undergraduate Academic Policy & Planning Council
   Standing Committee: General Education
   Standing Committee: Student Success

2. Undergraduate Curriculum & Program Oversight Council
   Standing Committee: Undergraduate Courses, Program Review, & Graduation Appeals
   Standing Committee: Assessment
3. University Budget, Finance, & Operations Council

   Standing Committee: Academic & Support Services

4. Faculty Development, Adjudication, & Welfare Council

   Standing Committee: Faculty Grievance & Family-Friendly Leave Request Committee
   Standing Committee: Faculty Awards
   Standing Committee: Unrepresented Faculty Welfare

5. Governance Council

   Standing Committee: Governance Impact

6. Graduate Council, as described in Article V, Section C of the Faculty Senate Constitution

B. The Faculty Senate Past-President, President, and President-Elect shall appoint Chairpersons for the Councils for the coming year and shall submit the appointments for approval of the Faculty Senate at the May meeting.

C. The Faculty Senate Executive Committee shall appoint Faculty Senate members to each Council. Such membership shall be composed of at least three members of the Faculty Senate. Councils may add additional members from outside Faculty Senate; representatives added from other campus constituency groups shall be voting members.

D. Each Council shall develop its own operating procedures, which must be approved by the Faculty Senate.

E. Each Council may establish, in addition to the standing committees identified in Section VI, Paragraph H, below, ad hoc committees as needed to fulfill the Council’s responsibilities. Membership to standing or ad hoc committees is not limited to members of the Faculty Senate. The Chairperson of each committee shall be appointed by the Council to which the committee is to report, and the Chairperson shall be a member of the Council. The Graduate Council may establish and terminate its own standing committees.

G. Additional Standing Committees may be established by amending these Bylaws.

H. All councils, as well as the Executive Committee and Faculty Senate as a whole, are responsible for matters such as inclusion, equity, access, efficiency, communication connections, communications, sustainability, transparency, and governance. All councils shall designate one of their senate members to serve on the Governance Council’s Governance Impact Committee.

I. The Faculty Senate shall be responsible for recommending possible changes in the Board Statutes to the Board of Trustees; reviewing current practices and policies in the area of academic governance and formulating guidelines for the administration and governance of all academic units; formulating and recommending to the Faculty Senate policy relating to the structure, functioning, and funding of the Southern Illinois University system and the organizational relationships among and between the Board of Trustees, the President, Southern Illinois University Carbondale, the School of Medicine, and Southern Illinois University Edwardsville. When relevant, this charge may be taken up by any council, the Executive Committee, and/or the Faculty Senate as a body.

I. Additional functions and responsibilities of the Faculty Senate Councils and Standing Committees are as follows:
1. Undergraduate Academic Policy & Planning Council

a. Functions: The Undergraduate Academic Policy & Planning Council is responsible to the Faculty Senate for formulating and recommending policy on undergraduate curriculum (instructional programs; courses of study; definitions of certificates, diplomas, degrees, student entrance, retention and exit), for formulating and reviewing undergraduate curricular policy proposals, for reviewing the administration of all undergraduate curricular matters, for assessment roles, responsibilities, and oversight, and for reviewing and updating the evaluation instrument used for the Faculty Senate's review of the provost, and reviewing its results. "Undergraduate" shall be defined as including both dental and continuing education. The council is also responsible to the Faculty Senate for all matters of student success related to academic and faculty interest, such as advising, academic probation, conduct, and housing, as well as liaising with Student Senate.

2. Undergraduate Curriculum & Program Oversight Council

a. Functions: The Undergraduate Curriculum & Program Oversight Council is responsible to the Faculty Senate for, when warranted, conducting undergraduate program reviews and program change hearings, and for hearing graduation appeals.

3. University Budget, Finance, & Operations Council

a. Functions: The University Budget, Finance, & Operations Council is responsible to the Faculty Senate for all matters relating to faculty participation in university budgeting, for liaising with Staff Senate, for attention to sustainability, for providing oversight on academic matters relating to the academic calendar, counseling, technology, and support services.

4. Faculty Development, Adjudication, & Welfare Council

a. Functions: The Faculty Success Council is responsible for the following: On behalf of the SIUE faculty (as defined in the Faculty Senate Constitution) not represented under a current labor contract; to concern itself with all policies for faculty evaluation, salary, promotions, tenure, leaves of absence, recruitment, employment, retraining, development, rights and responsibilities, general faculty benefits, discipline, severance, and grievances; To work with the Office of the Provost to develop and promote programs relating to faculty roles and responsibilities in the areas of teaching, scholarship, and service, such as the Fall Faculty Symposium, Scholarship of Teaching and Learning initiatives, and Faculty Conversations; To serve as liaison to SIUE faculty to identify faculty development interests; To coordinate the dissemination of information of campus, state, and national initiatives concerning faculty roles and responsibilities; To encourage broad faculty involvement and open discussion within departments regarding faculty roles and responsibilities and coordinate these activities at college, school and university levels; To provide for the oversight of the Excellence in Undergraduate Education Program (EUE); To work in conjunction with the EUE Coordinator to develop program guidelines and review procedures, to conduct a periodic assessment of the EUE Program, and to advise the EUE Coordinator on other matters pertaining to EUE; To review EUE proposals and make recommendations to the Provost and Vice Chancellor for Academic Affairs on the allocation of EUE funds; To otherwise be responsible to the Faculty Senate for all matters related to faculty welfare, development, and success.

3. Governance Council

a. Functions: The Governance Council is charged with recommendations pertaining to structuring the Faculty Senate, specifically the reapportionment of Senate seats, seating and unseating Senators, and the election of Senate Officers; coordinating and analyzing the evaluation of the Chancellor and the Provost and Vice Chancellor; recommending committee appointments to the Faculty Senate president and coordinating with the University Governance Office to track committee appointments.

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 on ad-hoc or
standing committees, councils, etc. related to Faculty Senate's charges, including but not limited to UPBC (University Planning and Budgeting Council), Parking and Traffic, Intercollegiate Athletics Committee, and Committee for Higher Administrator Performance Appraisal (CHAPA). Representatives will be chosen by the Faculty Senate President, in conjunction with the Executive Committee. Each appointment must be announced to the Faculty Senate members.

The Governance Council provide for appropriate onboarding for Governance Impact Committee members. The Governance Impact Committee provides leadership to help Faculty Senate do and be good and continuously improve itself and the university through a focus on matters such as inclusion, equity, access, efficiency, communication connections, communications, sustainability, transparency, and governance. Each council's representative on the Governance Impact Committee will serve their respective councils by helping their council consider these issues. The Governance shall convene together the committee members to foster collective discussions around governance impact issues, challenges, and opportunities across councils.

VI. Amendments to the Bylaws

Bylaws may be amended by a two-thirds vote of the Faculty Senate and thereafter approval by the chancellor. The Senate vote may be taken at a Senate meeting if previously circulated to the members.
The Faculty Senate Constitution

The Faculty Senate is the body empowered to act as agent for the University Faculty with the delegated power to formulate policies in regard to all academic matters and other matters of faculty concern except those that are related to the Graduate School as set forth in the Bylaws and Statutes of the Board of Trustees.

ARTICLE I.

The University Faculty shall consist of the Chancellor, all professors, associate professors, and assistant professors, and those instructors on continuing appointment. (Bylaws and Statutes of the Board of Trustees of Southern Illinois University, Part III, Article IV, Section A, October 1, 1973.)

ARTICLE II.

The Faculty Senate shall have direct access to the Chancellor of the University.

ARTICLE III.

A. The Faculty Senate members shall be elected by and from the combined membership of the University Faculty, full-time Clinical and Research Professors, full-time Clinical and Research Associate Professors, and full-time Clinical and Research Assistant Professors, and full-time, non-tenure track Instructors.

B. The Officers of the Faculty Senate shall be elected by the combined membership of the University Faculty, full-time Clinical and Research Professors, full-time Clinical and Research Associate Professors, and full-time Clinical and Research Assistant Professors, and full-time, non-tenure track Instructors from the membership of the Faculty Senate and shall remain members of the Faculty Senate during their terms of office.

C. Each elected Faculty Senate member shall designate an alternate to attend and vote at Faculty Senate meetings.

ARTICLE IV.

The officers of the Faculty Senate shall be President, President-Elect, and Past-President.

ARTICLE V.

A. The combined membership of the University Faculty, full-time Clinical and Research Professors, full-time Clinical and Research Associate Professors, and full-time Clinical and Research Assistant Professors, and full-time, non-tenure track Instructors may, at a general faculty meeting or by written or electronic ballot, direct the Faculty Senate to represent it or act for it on any matter of faculty concern.

B. The Faculty Senate shall have the power to act for the University Faculty, full-time Clinical and Research Professors, full-time Clinical and Research Associate Professors, and full-time Clinical and Research Assistant Professors, and full-time, non-tenure track Instructors on all matters of faculty concern except as its autonomy is limited by correct academic and administrative relations with other units and representative bodies.
C. The Graduate Council, representing the Graduate Faculty, shall be the legislative body to determine the university policy on all matters relating to graduate instruction and research except as its autonomy is limited by correct academic and administrative relations with other units or representative bodies. On policy matters without budgetary or organizational implications the Graduate Council shall report directly to the Provost and Vice Chancellor; on policy matters with budgetary or organizational implications the Graduate Council shall report to the Faculty Senate.

D. The President of the Faculty Senate shall have the power to call general faculty meetings.

E. The Faculty Senate shall be responsible for continuing evaluation of the performance of the Chancellor and the Provost and Vice Chancellor.

ARTICLE VI.

Legislative action of the Faculty Senate not approved by the President may be referred to the Board of Trustees by a 2/3 vote of the combined membership of the University Faculty, full-time Clinical and Research Professors, full-time Clinical and Research Associate Professors, and full-time Clinical and Research Assistant Professors, and full-time, non-tenure track Instructors.

ARTICLE VII.

A. The Faculty Senate shall implement the provisions of this Constitution by Bylaws as it may choose to adopt.

B. The Faculty Senate shall have the authority to stipulate its own governance structure, define terms of office, direct election of officers, remove officers and members for cause, control agendas and meetings, and create and abolish committees, in accord with procedures described in its Bylaws.

ARTICLE VIII.

A. Articles of the Constitution of the Faculty Senate may be amended by a majority of ballots cast by the combined membership of the University Faculty, full-time Clinical and Research Professors, full-time Clinical and Research Associate Professors, and full-time Clinical and Research Assistant Professors, and full-time, non-tenure track Instructors voting by secret ballot in a general referendum.

B. Ratification of this document will be by a majority of ballots cast by the combined membership of the University Faculty, full-time Clinical and Research Professors, full-time Clinical and Research Associate Professors, and full-time Clinical and Research Assistant Professors, and full-time, non-tenure track Instructors voting by secret ballot in a general referendum.

Revision on election process was approved by the Faculty Senate April 2, 2009
Approved by the Office of the Chancellor August 11, 2011
Approved by Faculty Senate 4/2/2015, University Faculty 5/2015 and Office of the Chancellor 7/23/2015 (clinical faculty language)
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Proposed Councils & Standing Committees

1. Undergraduate Academic Policy & Planning Council
   Standing Committee: General Education
   Standing Committee: Student Success

2. Undergraduate Curriculum & Program Oversight Council
   Standing Committee: Undergraduate Courses, Program Review, & Graduation Appeals
   Standing Committee: Assessment

3. University Budget, Finance, & Operations Council
   Standing Committee: Academic & Support Services

4. Faculty Development, Adjudication, & Welfare Council
   Standing Committee: Faculty Grievance & Family-Friendly Leave Request Committee
   Standing Committee: Faculty Awards
   Standing Committee: Unrepresented Faculty Welfare

5. Governance Council
   Standing Committee: Governance Impact
Policies

Admissions
University Admission Policies - TE1

Admission of Traditional First-Time Freshmen
Non-Traditional Freshmen
Early Admission
Transfer Students
International Students
Readmission of Former Students (Undergraduate)
Change of Admission Status
Admission as a Visiting Student
Graduate Students
Professional Programs

A. Admission of Traditional First-Time Freshmen

I. Process

A. By March 1 (16 months prior to the fall cohort entry term), the Enrollment Management Council (EMC) will set preliminary enrollment targets for entering first-time freshman, transfer, and graduate students.
B. By October 1 (16 months prior to the fall cohort entry term) the EMC will finalize freshman enrollment targets based on matriculation and yield rates for previous cohorts, the strength of the current applicant pool, and overall university enrollment goals. These targets will determine the minimum automatic admission standards to be followed by the university for the upcoming fall.
C. The effectiveness of the admission standards will be reviewed by the EMC annually.
D. The Admissions Review Committee will be convened monthly, beginning the first week of November, to review applicants not meeting minimum automatic admission standards. The Admissions Committee will consist of the following:
   1. Associate Director of Admissions (Committee Chair)
   2. Faculty, appointed by Academic Standards and Policy Committee*
   3. Faculty, appointed by Associate Chancellor for Institutional Diversity and Inclusion*
   4. Director, Academic Advising, or designee
   5. Director, Institutional Services, or designee

* A pool of four faculty will be selected to serve on the Admission Review Committee. One faculty person will be required to attend each meeting. The Admissions Review Committee will convene as needed.

Admission decisions will support SIUE's Long-Term Goal of Engaged Students and Capable Graduates:

Engaged Students and Capable Graduates - Attract a diverse student body, including traditional, non-traditional, commuter, and residential students, that nurtures, educates, and graduates students who achieve the objectives for baccalaureate, graduate, and professional degrees.

Admission decisions will be reviewed every three years by Curriculum Council in order to consider various factors affecting enrollment, including changing demographics, student persistence and financial aid.

II. Admission Criteria

Priority consideration for admission will be given to students whose applications meet minimum standards for automatic admission and are completed by the priority or final filing date. Students who do not meet minimum standards are subject to additional review by the Admissions Review Committee. Applications completed after the priority filing date or final application deadline will be considered as space is available.

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High School Course Requirements and Remedies

Applicants seeking admission to the University must successfully complete the following high school course requirements: 4 years of English, 3 years of mathematics, 3 years of laboratory science, 3 years of social studies, and 2 years of electives.

Applicants who have earned an ACT composite score of 25, SAT ERW + M of 1200, or higher and who either are in the upper quarter of their high school class or have a grade point average of 3.00 on a 4.00 scale in their college-prep courses are considered to have also met all high school subject pattern requirements.

Students are required to remedy any high school course deficiencies as determined by the Office of Admissions in one of the ways listed below:

**English**
Earn an ACT English sub-score of 21 or above and an ACT Reading sub-score of 21 or above, or earn an SAT Writing and Language test score of 28 or above and an SAT Reading test score of 27 or above, or earn successful placement in English 101.

**Mathematics**
Earn successful placement in MATH 120 or above, or successfully complete Quantitative Reasoning (QR 101).

**Science**
Earn an ACT Science Reasoning sub-score of 23, or successfully complete a 3 semester hour course in either physical or life science.

**Social Science**
Successfully complete a 3 semester hour course in social science.

**Electives**
Successfully complete a 3 semester hour course in fine arts and humanities.

First-Time Full-Time Freshmen Minimum Standards for Automatic Admission

Students with an 18 or better composite ACT score (980 SAT ERW + M) and a high school g.p.a. of 2.50 or better on a 4.00 scale will be automatically admitted to the university, as space is available.

Students with an ACT composite less than 18 (900 SAT ERW + M) or a high school g.p.a. less than 2.50 will be considered for admission by the Admission Review Committee on a rolling basis, as space is available.

The candidates reviewed by the Admission Review Committee will be considered for admission based on The Committee's assessment of student's ability to succeed at the university. In addition to the required admission information, The Committee may consider information such as 7th or 8th semester grades, letters of recommendation, a graded writing sample, a personal statement or a personal interview with selected members of the committee and the success rates of previous enrollees from the candidate's high school or admission counselor recommendation.

Applicants who have a cumulative high school grade point below 2.00 or an ACT score below 17 (or SAT ERW + M below 920) will be denied admission.

Applicants who have been out of school for more than five years that do not meet the traditional first-time criteria or have not taken the ACT and/or SAT are subject to review by the Admission Review Committee.

B. Non-traditional Freshmen - General Education Development Test (GED)

Applicants without a high school diploma must have completed and passed the General Education Development Test (GED), which includes passing the state and federal Constitution. Applicants must also complete the following course requirements:

1. Remedy any English, mathematics and reading deficiencies as indicated by SIUE placement tests, and
2. Complete at least one, three-semester-hour course in each of the following areas:
   a. Science
   b. Social sciences, and
   c. Foreign language, music, art, theater, dance, or speech.

Courses must be selected from Breadth General Education courses numbered below 300. These courses must be completed with a passing grade or achieve a minimum grade of C on a proficiency examination. Courses taken to meet this additional course requirement will not carry credit toward General Education or major/minor requirements. Credit will be awarded as general elective credit toward graduation, i.e., elective credits are not required by the major and/or minor.

C. Early Admission

Capable high school students will be permitted to enroll as degree-seeking students for University courses to be taken concurrently with their senior year of high school work. These students must meet the high school admission requirements for first-time freshmen in Group A and are subject to review by the Director of Admissions. A letter of support written by the high school principal or guidance counselor is required.

D. Transfer Students

Applicants are considered transfer students when they present course work from regionally-accredited two-year and four-year institutions, unless all hours were earned in college courses while still in high school.

A. Students who have attempted at least 30 semester hours in courses at regionally-accredited institutions are admissible in good standing, provided they have earned a minimum cumulative 2.0 (C) grade-point average in such course work at the previous regionally-accredited school(s) attended and meet the criteria of the appropriate admission category for entering freshmen.

B. The admissions criteria for students who have attempted fewer than 30 semester hours in courses at regionally-accredited institutions are as follows:

1. Good Standing - Students are admissible in good standing, provided they have earned at least a cumulative 2.00 (C) grade-point average in their last semester prior to admission and meet the criteria of the appropriate admission category for entering freshmen.

2. Academic Warning - Students who have less than a cumulative 2.00 (C) grade-point average, but have a minimum 2.00 (C) term grade point-average in their last semester prior to admission are admissible on academic warning, provided they meet the criteria of the appropriate admission category for entering freshmen. Students with only one term of coursework with a less than 2.00 (C) cumulative grade-point average will be admitted on academic warning, provided they meet the criteria of the appropriate admission category for entering freshmen.

3. Academic Probation - Students who have less than a cumulative 2.00 (C) grade-point average and do not meet the criteria for academic warning are admissible on academic probation, provided they meet the criteria of the appropriate admission category for entering freshmen.
4. All transfer students who have attempted fewer than 30 semester hours must also meet the high school course requirements as described under the appropriate freshman category. The transfer average (i.e., the cumulative grade-point average in all course work from all regionally accredited institutions previously attended) is used only in determining the applicant's eligibility for admission. Once a student is admitted, the student's SIUE record will reflect the total number of acceptable transfer credit hours (hours earned in transferable courses with grades of A, B, C, D, pass, satisfactory, etcetera), but the only grade-point average calculated will be for work completed at SIUE.

Applicants wishing to be considered for admission as transfer students must complete their admissions files at least four weeks prior to the beginning of the term for which admission is sought. For applicants with at least 30 semester hours of course work as stipulated above, a complete file consists of an application for undergraduate admission, an official transcript from each institution previously attended, and the application fee. For applicants with fewer than 30 semester hours, a complete file consists of an application for undergraduate admission, an official transcript from each institution previously attended, credentials prescribed by the appropriate admission category for entering freshmen, and the application fee. An official transcript must be sent directly to the Office of Admissions by each institution. All transcripts become the official property of the University and will not be returned or issued to another institution. Any questions about the acceptability of specific courses for admission and/or for transfer credit should be directed to the Office of Admissions.

E. International Students

1. Students Holding or Requiring Student Visas

Applicants are expected to satisfy appropriate academic requirements, demonstrate English language proficiency, and provide acceptable evidence of adequate financial resources. Applicants with US educational credentials will be reviewed for academic eligibility under the same standards applied to domestic students. Standard reference materials published by recognized organizations such as (but not limited to) the American Association of Collegiate Registrars and Admissions Officers and NAFSA: Association of International Educators will be used as general guidelines to evaluate foreign academic credentials for academic eligibility, level of placement, and acceptability of transfer credit. In individual cases, appropriate faculty will be consulted for clarification of student credentials.

Applicants whose recognized first language is not English must provide acceptable verification of their English language proficiency. Verification must be on file by the appropriate application deadline. Details are found under the heading “Students Whose First Language Is Not English.”

All applicants requiring a student visa must submit proof of adequate financial resources to the Office of Admissions in advance of admission. A financial certificate and instructions for its completion are included in the application packet. Financial arrangements must be approved by the appropriate deadline. Questions regarding financial matters should be directed to the Office of International Admissions.

The Office of International Admissions will change the deadlines as needed.

2. Health Insurance Requirement

In support of the Immigration requirements for F-1 and J-1 visa holders, Southern Illinois University Edwardsville (SIUE) requires that international students purchase and maintain coverage with a University approved International Student Insurance Plan for the duration of their studies at SIUE. The regulations (22C.F.R. § 62.14) state that J-1 students and their dependents must have adequate coverage for the duration of their studies in the United States. Federal regulations require F-1 students to verify adequate funds for living expenses. Such living expenses should include health insurance. The University in compliance with federal regulation has set the following as minimum requirements for international students:

- $100,000 per accident or illness
- Repatriation of remains in the amount of $25,000
- $50,000 coverage for medical evacuation
- Deductibles not to exceed $500 per accident or illness

Insurance requirements apply to both J-1 and F-1 students. No exceptions will be made.

International students will be automatically enrolled in the University-approved International Student Insurance Plan upon registration for classes at SIUE. In rare circumstances, international students may apply for a waiver from this insurance requirement. Details concerning this waiver process are available on the Health Service website.

Health Service will provide International Student Services with insurance information to be included in their new student orientation. The purpose of this will be to inform the students about the insurance policy requirements for international students, the procedure for obtaining this insurance for the student and any of their dependents, plan information about the University-approved insurance, circumstances when a student may be eligible to waive out of the insurance requirements and the procedure to seek such a waiver.

3. Applicants with Foreign Academic Credentials

Standard reference materials published by recognized organizations such as (but not limited to) the American Association of Collegiate Registrars and Admissions Officers and NAFSA: Association of International Educators will be used as general guidelines to evaluate foreign academic credentials for academic eligibility, level of placement, and acceptability of transfer credit.

Applicants are responsible for making all appropriate arrangements for providing official academic records attesting to all secondary and post-secondary education. Credentials not available in English must be submitted with an original and an attested translation prepared by a professional translator. University-level academic work will be considered for transfer of credit as appropriate.

Secondary and post-secondary school transcripts of applicants’ academic records (including certification of graduation and the title of the diploma or certificate awarded when appropriate) must be mailed directly to the Office of Admissions by the registrar or principal of each school attended. Each transcript must bear the official’s signature and the school’s official seal. Photocopies of educational records and documents are acceptable only if they bear an original certification of authenticity from the issuing school or examination board. The submission of notarized copies of educational records and documents and other exceptions to the above stated foreign academic credentials policy will be considered when recommended by recognized organizations such as AACRAO and NAFSA. Original educational documents not issued in confidence to the University will be returned upon request. The University reserves the right to verify the authenticity of applicants’ academic records with the issuing institutions.

The undergraduate application materials for students whose first language is not English include a detailed explanation of procedures and required credentials and fees, and are available on-line at www.siu.edu. Materials will be mailed upon request. F-1 applicants must complete their admission application file by the deadline stated in the section on "Students Holding or Requiring F-Visas." Other applicants for spring or summer must complete their admission application file no later than the published deadline.
4. Applicants Whose First Language Is Not English

All applicants with study authorized visas and/or foreign academic credentials whose first language is not English must demonstrate adequate English language proficiency in advance of admission. English language proficiency must be verified in one of the following ways:

1. Applicants may sit for the International English Language Testing System (IELTS), or the Test of English as a Foreign Language (TOEFL) and have an official score report sent directly to Admissions. The minimum acceptable score for admission to a graduate program is a TOEFL score of 79 (IBT) or IELTS score of 6.5. For undergraduate admission the minimum score required is a TOEFL score of 72 (IBT) or an overall IELTS score of 6.0 with no individual component score of less than 5.5. Applicants may submit scores from another recognized testing service as long as the scores can be documented as being equal to or greater than the required IELTS or TOEFL score.

2. Applicants may submit an ACT sub-score of 23 or greater in Reading and English, or an SAT Evidence-Based Reading and Writing sub-score of 530.

3. Applicants may submit a properly certified copy of their General Certificate of Education administered by a British Testing Agency showing a grade of A, B, or C in the subject English Language. Recognized equivalent examinations will also be considered.

4. Applicants may submit academic records certifying that they have graduated from a recognized secondary school, college or university, where English is the exclusive language of instruction and is located in a primarily English-speaking country. A list of SIUE approved countries is posted on the International Admissions website. Requests to amend the list of countries will be reviewed by the Office of the Provost.

5. Applicants may submit academic records certifying that they have completed courses, totaling at least 6 semester hours, equivalent to both English 101 (English Composition I) and English 102 (English Composition II) with earned grades of "C" or better at a regionally accredited college or university in the United States.

6. Applicants may sit for University-administered placement tests and meet internally indicated indicators of college entry level competence in English and reading.

7. Applicants may submit a certificate or documentation from an authorized Intensive English Language Program (IELP) that verifies English language proficiency equivalent to a minimum TOEFL or IELTS score as indicated in section 4.1.

8. Applicants who meet all other requirements for admission but cannot demonstrate adequate English language proficiency may receive conditional admission either as an undeclared undergraduate student or to a graduate academic program, and be admitted to the university for the purpose of enrolling in the Intensive English Language (IELP) curriculum and academic development coursework only. Admission to the IEP will be authorized by the IEP Director and the Office of International Admissions based on criteria posted on the International Admissions website. Successful completion of the SIUE Intensive English Program will satisfy the English proficiency requirement of the university, allowing the student to advance to degree seeking status. This admission provision may be authorized for two academic terms with time extensions authorized by International Admissions for undergraduate students and by individual academic departments for graduate students.

F. Readmission of Former Students (Undergraduate)

Former students who have not attended SIUE for one calendar year (i.e., registered and paid fees) must apply for readmission.

The readmission criteria for former students are as follows:

1. Former students are admissible, subject to the following conditions:
   a. Those students whose academic classification is Academic "Good standing" will be admitted with the same classification and class/college/major. Students indicating a desire to change majors on the application for readmission, or who were previously admitted to programs that are no longer available, shall be readmitted with an undeclared major. These students may request a new major through the advisement process and must meet the entrance requirements for that program.
   b. Those students whose academic classification is Academic Warning or Academic Probation will be admitted with the appropriate classification of Academic Warning or Academic Probation and an undeclared major. Such students must receive academic counseling and advising prior to enrolling in classes and must adhere to the agreed upon plan of action developed with their advisor.
   c. Those students whose academic classification is "Academic Suspension" will be admitted with a classification of Academic Probation and an undeclared major provided the student has not had more than one suspension. Such students must receive academic counseling and advising prior to enrolling in classes and must adhere to the agreed upon plan of action developed with their advisor.

2. Former students who have two academic suspensions must seek approval for readmission from the Suspension Appeals Committee. Students will not be allowed to re-enter the University without approval from this committee.

3. Former students who have been academically suspended three times are ineligible to return to the University.

Former SIUE undergraduate students approved for readmission after six years of absence (from their last term of enrollment) from SIUE under one of the following conditions will have the option to be treated as transfer students for the purpose of calculating their SIUE grade point average (GPA) earned after reentry:

* Successful completion of 30 semester hours at a regionally accredited institution of higher education.
* Completion of a transfer associate's degree at a regionally accredited institution of higher education.

G. Change of Admission Status

Students wishing to change from visiting to undergraduate degree-seeking status must submit an application at least four weeks prior to the requested term and meet the appropriate admission criteria. Performance in courses completed at SIUE will be taken into consideration.

H. Admission as a Visiting Student

Applicants who have at least a high school diploma or equivalent and wish to take undergraduate courses for credit, but who are not interested in pursuing a baccalaureate degree at SIUE, may be admitted to the University as a visiting student. These students must submit an application to be a visiting student. Students admitted as a visiting student will be allowed to enroll in undergraduate courses for which they have met the prerequisites.

Applicants still in high school may be considered for admission as visiting students by the Director of Admissions.

Applicants wishing to be considered for admission as visiting students must complete their admission file at least four weeks prior to the beginning of the term for which admission is sought.

Students in this category are not eligible to receive financial aid. However, if a visiting student is currently pursuing a degree at another post-secondary institution, the student may be eligible for VA benefits or student employment. Students wishing to apply for student employment or receive VA benefits will need to submit appropriate documentation confirming their degree-seeking status at a parent institution.

Students in this category may not accumulate more than 30 semester hours of credit at the University. If a student who has accumulated 30 semester hours of credit wishes to continue enrollment at SIUE, he/she must apply to the University as a degree-seeking student and satisfy appropriate criteria. Continued enrollment will not be permitted until the student satisfies admission criteria or appeals to the Director of Admissions.

Applicants previously denied admission in degree-seeking categories are not admissible as visiting students.

I. Graduate Students

Refer to Section 3 for the admission policies of the professional programs that are in the Schools of Dental Medicine and Pharmacy.

Prospective students may apply for admission as classified or unclassified students. Classified students are those admitted to a specific master's, certificate, specialist's, or doctoral degree program; unclassified students are those not seeking a degree.
An applicant must request that an official transcript be forwarded to the Office of Graduate and International Admissions from the institution granting the baccalaureate degree or master's degree, or where the baccalaureate degree or master's degree is in progress, and from all institutions at which post-baccalaureate or master's level coursework has been completed or is in progress. The SIUE academic program reserves the right to require the applicant to request an official transcript from each college, university, and professional school from which the applicant obtained one year (30 semester hours or the equivalent) or more of transfer credit.

Students with three-year degrees from Bologna member institutions will be considered for admission to the Graduate School at SIUE. Three-year degrees, other than degrees from a Bologna member institution, will be evaluated by the Office of Graduate and International Admissions based on the recommendation of the Graduate School using current best practice standards to determine equivalence to a four-year U.S. baccalaureate. Any noted deficiencies or pre-requisites would need to be completed prior to acceptance.

The completed application and supporting transcripts should be submitted by the appropriate deadlines. Delay in forwarding of transcripts may result in delayed processing of an application. Admission to a program becomes effective only after approval by the appropriate program faculty and the Dean of the Graduate School.

An applicant must be able to enroll in at least one graduate course counting for their degree program the first term of enrollment to be admitted as a classified graduate student.

Special Admission Circumstances

On recommendation of the department chair or program director, applicants to graduate degree and certificate programs may be admitted for one academic term while waiting either for an official degree-bearing transcript for admission to the Graduate School or for completion of conditions to a degree program. In this status, applicants may register for graduate level courses and hold graduate assistantships. Students missing an official transcript will have a registration held placed on their accounts and must provide the official degree-bearing transcript before registering for a subsequent term.

Students admitted who do not complete all admission requirements during their first academic term of attendance, or who are denied admission to that program to which they applied, will have their status changed to Unclassified. Credits earned under Unclassified status will not be applicable to a degree program except under conditions as stipulated in Policy 156 Transfer Credit.

International students who are enrolled, or plan to enroll in U.S. State Department recognized Intensive English Language classes may be accepted to attend for a period of up to one year for purposes of admission. Typically, requirements are to be completed within two academic terms. Time extensions may be authorized by the Dean of the Graduate School for unusual circumstances.

Students who are admitted into a combined baccalaureate and graduate degree follow the requirements of Policy 1117.

Admission to Master's Degree and Certificate Programs

For admission to master's degree programs and certificates, the following conditions apply:

1. Applicants must have earned a baccalaureate degree or the equivalent from an accredited college or university, be within one academic year of earning such a degree, or present equivalent credentials. A professional degree in law, medicine, or dentistry is considered equivalent to a baccalaureate degree for this purpose. If the professional degree program requires for admission at least 60 semester hours of general college credit from an accredited college or university and is of at least 27 months duration, for PharmD students at SIUE seeking admission to a concurrent degree program, equivalent credentials are considered completion of at least the first professional year of the PharmD curriculum.

2. The overall grade-point average in undergraduate work ordinarily should be at least 2.5 (A = 4.0). Credentials of applicants whose undergraduate average falls between 2.0 and 2.5 may receive individual consideration for admission. College records and supporting evidence used in these evaluations include such factors as: (1) higher grade-point average in the last two years of undergraduate work than the overall average; (2) higher grade-point average in the undergraduate major than in general undergraduate studies; (3) acceptable scores on tests such as the Graduate Record Examination; (4) subsequent college-level work completed, and (5) professional experience. Credentials of applicants whose undergraduate average is below 2.0 and the average is based on undergraduate work a decade or more old may also receive individual consideration for admission. The same evidence is used.

3. The overall grade-point average for all graduate level work completed should be at least 3.0 (A = 4.0), regardless of the undergraduate grade-point average.

4. Students must be accepted by the department or other unit in which they intend to pursue degree work as indicated on the application and, therefore, must meet any requirements the department or unit establishes in addition to those of the Graduate School. Delay in complying with departmental requirements will result in a delay of final admission.

5. Applicants must complete all requirements for the baccalaureate degree before starting graduate coursework.

Admission to Specialist's Degree Programs

Applicants must have completed a master's degree from an accredited institution with a cumulative grade-point average of 3.25 (A = 4.0) or higher for all graduate level work. Programs may require at least two years of experience relevant to the specialized field. Credentials of applicants whose cumulative grade-point average for graduate work completed is less than 3.25 may be considered individually. Prospective students must also satisfy requirements established by the graduate faculty of the major.

Delay in complying with special departmental program requirements will delay final admission.

Admission to Doctoral Studies Degree Programs

Graduates of accredited colleges and universities with a baccalaureate and/or master's degree who have an overall GPA of at least 3.00 (A=4.0) in the highest attained degree and sufficient training to undertake advanced study in their chosen fields are eligible to apply for admission to doctoral degree programs. An extensive evaluation of college records and supporting materials is made by the doctoral program and department representatives. Initial admission to a doctoral program takes effect only after approval by the doctoral program and the Dean of the Graduate School.

Students must be accepted by the department or other unit in which they intend to pursue degree work as indicated on the application and, therefore, must meet any requirements the department or unit establishes in addition to those of the Graduate School. Delay in complying with departmental requirements will result in a delay of final admission. Applicants should consult individual doctoral programs for different deadlines.

Admission of International Students

See Section E above for information about visa, health insurance, foreign academic credentials, and English language proficiency.

A degree earned outside the United States of America is expected to be equivalent to the corresponding American degree from an internationally recognized institution of higher learning. International students are subject to all other requirements for admission established by the University, the Graduate School, and the graduate doctoral program to which they are applying.

Individual programs may have earlier deadlines than the Graduate School and international applicants should consult the programs to which they are applying.

Admission to the Graduate School to Enroll in Courses while an Undergraduate
Qualified SIUE undergraduate students and students attending SIUE under an established agreement with a higher education institution can submit an application for unclassified or classified graduate status in order to take graduate-level courses when they are within two academic terms of graduation. Qualified SIUE undergraduate students interested in combined baccalaureate and graduate degree programs can submit an application for classified graduate status when they are within one academic year of graduation and meet the requirements for the program to which they seek entry.

Applicants to combined baccalaureate and master's degree programs must have at least a 3.0 cumulative GPA. Students must be accepted by the program in which they intend to pursue graduate work as indicated on the application and, therefore, must meet any requirements the program establishes in addition to those of the Graduate School.

Unless attending SIUE, applicants must have forwarded official transcripts showing work completed and evidence of courses in which they are currently enrolled. Undergraduates are considered undergraduate students until they have completed requirements for the baccalaureate degree and the degree has been posted to their official academic records.

SIUE undergraduate students who are within one academic term of graduation may take courses for graduate credit after approval by a degree program and the Graduate School. For these students, exceptions to the 15-hour or single academic term rule may be recommended by the graduate advisor and the director of the program in which a student, during the senior year, requests permission to do graduate degree work. Such requests for exception must be approved by the Dean of the Graduate School. Undergraduate students utilizing this plan are expected to concentrate their efforts on finishing the bachelor's degree, taking graduate courses only where necessary to fill out their schedules.

Students pursuing approved combined baccalaureate-graduate degree programs, which include accelerated and early entry master's degree programs, must follow the requirements of the program to which they are admitted.

Normally, undergraduate students should not enroll for courses numbered 500 and above, which are designated in the course numbering system as being for graduate students only. Courses numbered 400 and above taken for graduate credit may not be applied toward an undergraduate degree unless the courses are part of an approved accelerated master's degree program.

Admission of Unclassified Graduate Students

Unclassified graduate students are those who do not seek a graduate degree at SIUE and those who have not qualified for admission to a degree program at SIUE. Any applicant who is eligible for admission to a degree program is urged to apply for classified status rather than for unclassified status. Credit earned while in unclassified status may be used to satisfy degree requirements only under conditions as stipulated in Policy 138 Transfer Credit.

Applicants seeking admission in unclassified status submit an unclassified admission application form and present evidence of their undergraduate degree(s). Their official degree-bearing transcripts must be forwarded to the Office of Graduate and International Admissions. Students may be admitted for one academic term while waiting for an official degree-bearing transcript. Students missing an official transcript will have a registration hold placed on their accounts and must provide the official degree-bearing transcript before registering for a subsequent term.

1. Professional Programs

1. School of Dental Medicine

Academic Requirements

While the majority of accepted applicants have completed requirements for a Bachelor of Arts or a Bachelor of Science degree prior to matriculation at the School of Dental Medicine, the absolute minimum prerequisite for admission to the School of Dental Medicine is successful completion of three academic years - 90 semester or 135 quarter hours - of undergraduate coursework. This includes the specified subjects listed in the following table, at an accredited college or university in the United States. Credits are accepted from most community and junior colleges, but it is recommended that most work be completed at a four-year institution. In addition to the stated prerequisites, preference will be given to applicants demonstrating exemplary academic performance in additional higher-level science courses while taking full academic loads. Science courses should not be survey courses or other such courses designed for non-science majors. Please contact the School of Dental Medicine directly for the most current admission requirements.

Applicants are required to complete the following coursework with a C or better by July of the intended entering year. Grades of D or lower and courses taken pass/fail or credit/no credit will not be accepted.

<table>
<thead>
<tr>
<th>Required Subjects</th>
<th>Semester Hours</th>
<th>Quarter Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology (with labs)</td>
<td>8</td>
<td>12</td>
</tr>
<tr>
<td>General Chemistry (with labs)</td>
<td>8</td>
<td>12</td>
</tr>
<tr>
<td>Organic Chemistry (with labs)</td>
<td>8</td>
<td>12</td>
</tr>
<tr>
<td>Physics (with labs)</td>
<td>6</td>
<td>9</td>
</tr>
<tr>
<td>Biochemistry</td>
<td>3</td>
<td>5</td>
</tr>
<tr>
<td>English*</td>
<td>6</td>
<td>9</td>
</tr>
</tbody>
</table>

*For the English requirement, 6 semester hours are accepted or the completion of a Bachelor of Arts or a Bachelor of Science degree.

We strongly suggest selecting several additional higher-level courses, as cited in the following table.

<table>
<thead>
<tr>
<th>Recommended Courses</th>
<th>Semesters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anatomy</td>
<td>1</td>
</tr>
<tr>
<td>Physiology</td>
<td>1</td>
</tr>
<tr>
<td>Microbiology</td>
<td>1</td>
</tr>
<tr>
<td>Cell and Molecular Biology</td>
<td>1</td>
</tr>
<tr>
<td>Histology</td>
<td>1</td>
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<tr>
<td>Immunology</td>
<td>1</td>
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<tr>
<td>Genetics</td>
<td>1</td>
</tr>
<tr>
<td>Neural Science/Neural Physiology</td>
<td>1</td>
</tr>
<tr>
<td>Statistics</td>
<td>1</td>
</tr>
</tbody>
</table>

A tentative acceptance may be extended subject to fulfillment of these requirements; however, all course requirements, as proposed by the applicant, must be met in full before acceptance is extended. All academic admission requirements must be completed by July 1 prior to the desired date of matriculation.
Dental Admission Test

It is mandatory for an applicant to participate in this test; no exceptions are permitted. The test must be taken within a definite period prior to actual matriculation. Inquiries should be made to the Office of Admissions to determine the acceptable dates.

Selection Factors

Each applicant is evaluated in terms of his or her composite scholastic record, calculation of the required science courses' credit point average, quality of preprofessional education, performance on the Dental Admission Test, recommendations, and other elements as may be determined by the Selection Committee.

Interview

Applicant interviews are by invitation only and are required for acceptance consideration.

II. School of Pharmacy

Admission

To be admitted to the School of Pharmacy, students must:

- Complete the Pre-Pharmacy Curriculum
  - All courses listed in the Pre-Pharmacy Curriculum must be completed with a minimum grade of C.
  - Applicants must have a minimum grade point average of 2.75 (on a 4.0 scale) in each of the following: cumulative grade point average for all post-secondary courses attempted (excluding graduate courses), pre-pharmacy curriculum grade point average, and pre-pharmacy science and mathematics grade point average.
- Take the Pharmacy College Admissions Test (PCAT)
- Complete and submit professional program application. For details, please visit www.siu.edu/pharmacy.
- Outstanding students from across the applicant pool each year will be invited to attend a professional program interview and participate in a writing assessment.

Admissions to the professional program of the SIUE School of Pharmacy are limited and competitive. It is anticipated that the instructional resources available to the School will enable approximately 90 new students to be admitted each fall term. For this reason, achieving the minimum pre-pharmacy subject and grade criteria does not guarantee admission.

Approved by Chancellor effective 8/1/2020

This policy was issued on August 6, 2020, replacing the June 9, 2020 version.

Document Reference: TEE

Version: CC 10-18-20; DC 4-07-20; DC 7-99/01; DC 12-24-92; DC 6-07-92; DC 12-06-92; DC 12-07-92; OP 5/14/96; CC 9/10/98; CC 1-00/00; PVC 12-02/00; CC 12 & L 12-06/00; CC 12 & L 12-00/01; CC 22, 24 & 26-01-05; CC 18-23/01; CC 22-23/04; CC 24-33/04; DC 6-30/04; GR 3-04/05; CC 23-05/06; DC 5-13/01; GR 10-12/11; CC 17-12/13 & GR 3-21/13; GR 13-14/06; CC 42-15/15; GR 13/15-02 & CC 13-17/16; GR 18-19-21 & CC 02-15/19; GR 17-19/20; DC 6/12/20

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Southern Illinois University Edwardsville is authorized to operate as a postsecondary educational institution by the Illinois Board of Higher Education.


Original and current 1e1 policy:

4. Applicants Whose First Language Is Not English

All applicants with study authorized visas and/or foreign academic credentials whose first language is not English must demonstrate adequate English language proficiency in advance of admission. English language proficiency must be verified in one of the following ways:

1. Applicants may sit for the International English Language Testing System (IELTS), or the Test of English as a Foreign Language (TOEFL) and have an official score report sent directly to Admissions. The minimum acceptable score for admission to a graduate program is a TOEFL score of 79 (iBT) or IELTS score of 6.5. For undergraduate admission the minimum score required is a TOEFL score of 72 (iBT) or an overall IELTS score of 6.0 with no individual component score of less than 5.5. Applicants may submit scores from another recognized testing service as long as the scores can be documented as being equal to or greater than the required IELTS or TOEFL score.

2. Applicants may submit an ACT sub-score of 21 or greater in Reading and English, or an SAT Evidence-Based Reading and Writing sub-score of 530.

3. Applicants may submit a properly certified copy of their General Certificate of Education administered by a British Testing Agency showing a grade of A, B, or C in the subject English Language. Recognized equivalent examinations will also be considered.

4. Applicants may submit academic records certifying that they have graduated from a recognized secondary school, college or university where English is the exclusive language of instruction and is located in a primarily English-speaking country. A list of SIUE approved countries is posted on the International Admissions website. Requests to amend the list of countries will be reviewed by the Office of the Provost.

5. Applicants may submit academic records certifying that they have completed courses, totaling at least 6 semester hours, equivalent to both English 101 (English Composition I) and English 102 (English Composition II) with earned grades of “C” or better at a regionally accredited college or university in the United States.

6. Applicants may sit for University-administered placement tests and meet internally indicated indicators of college entry level competence in English and reading.

7. Applicants may submit a certificate or documentation from an authorized Intensive English Language Program (IELP) that verifies English language proficiency equivalent to a minimum TOEFL or IELTS score as indicated in section 4.1.

8. Applicants who meet all other requirements for admission but cannot demonstrate adequate English language proficiency, may receive conditional admission either as an undeclared undergraduate student or to a graduate academic program, and be admitted to the university for the purpose of enrolling in the Intensive English Language (IELP) curriculum and academic development coursework only. Admission to the IEP will be authorized by the IEP Director and the Office of International Admissions based on criteria posted on the International Admissions website. Successful completion of the SIUE Intensive English Program will satisfy the English proficiency requirement of the university, allowing the student to advance to degree seeking status. This admission provision may be authorized for two academic terms with time extensions authorized by International Admissions
for undergraduate students and by individual academic departments for graduate students.
PLEASE NOTE: This is a simplified view of revisions to the policy. All formatting related changes have been “accepted”, allowing changes to policy to be better highlighted. For full policy edits including formatting revisions, please see “First Year Admission Policy – FULL REVISION.docx”

A. Undergraduate First-Year Student Admission
   I. First-Year Admission Process and Procedures

A. By March 1 (18 months before the fall cohort entry term), the Enrollment Management Council (EMC) will set preliminary enrollment targets for entering first-time freshmen, transfers, and graduate students.

B. By October 1 (10 months before the fall cohort entry term), the EMC will finalize first-year enrollment targets based on retention and yield figures for previous cohorts, the current applicant pool’s strength, and overall university enrollment goals. These targets will help determine the University’s minimum automatic admission standards for the upcoming fall.

C. The effectiveness of the admission standards will be reviewed by The EMC annually.

D. Applicants who do not meet the criteria for automatic admission are reviewed by the Admission Review Committee beginning the first week of February for the following summer and fall terms and the first week of September for the following spring term. Files with high school transcripts that do not report a grade point average will automatically be referred to the Admissions Review Committee for review and appropriate action. The Admissions Review Committee consist of the following:

   (1) Associate Director of Admissions (Committee Chair)

   (3) Faculty, appointed by Academic Standards and Policy Committee*

   (1) Faculty, appointed by Vice Chancellor for Equity, Diversity and Inclusion*

   (1) Director, from the Office of Academic Advising, or designee

   (1) Director, from the Office of Learning Support Services, or designee
A pool of four faculty will be selected to serve a one-year term on the Admission Review Committee and may not serve more than three successive terms. Each appointed faculty member must be a person whose assignment is at least a total of 50% in teaching, research, or public service. A minimum of one faculty member must be in attendance for the Admission Review Committee to convene.

Admission decisions will support SIUE’s Long-Term Goal of Engaged Students and Capable Graduates:

**Engaged Students and Capable Graduates** - Attract a diverse student body, including traditional, non-traditional, commuter, and residential scholars, and nurture, educate, and graduate students who achieve the objectives for baccalaureate, graduate, and professional degrees.

E. The admission policy will be reviewed every three years by Curriculum Council in order to consider various factors affecting enrollment including changing demographics, student persistence and financial conditions.

II. First-Year Admission Criteria

Applicants seeking admission to the University must successfully complete the high school course pattern requirements. Priority consideration for admission will be given to applicants whose applications are completed by the priority filing date deadlines. In addition, applicants will be automatically admitted to the University if they meet any of the criteria for automatic admission. Students who have a 2.0 high school GPA or higher on a 4.0 scale but do not meet any of the criteria for automatic admission are subject to additional review by the Admissions Review Committee. Applications completed after the priority filing date deadline will be considered as space is available.

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A. **High School Transcript**

   Traditional first-year students, defined as applicants who are current high school seniors or graduated from high school within the last five years, are required to submit an official high school transcript. For traditional first-year students who are attending high school, the transcript must show at least six semesters of coursework, and a final transcript reflecting all high school coursework and graduation verification must be submitted after completion of high school.

   A non-traditional first-year student is an applicant who graduated from high school five or more years before applying to SIUE or is an applicant without a high school diploma who passed the General Education Development Test (GED). Non-traditional first-year students must submit an official high school transcript showing graduation verification and are subject to the Admission Review Committee review.

B. **Standardized Test**

   Standardized test score, such as the ACT or SAT, are not required for admission to the University. If the applicant wishes to submit an ACT or SAT score, they are welcome to do so. ACT or SAT scores that appear on the high school transcript are acceptable. To be considered official, all documents (high school transcripts, GED scores, ACT/SAT scores, and college/university transcripts) must be sent directly to the Office of Admissions by the office or institution that issues the document. SIUE accepts electronic transcripts submitted through various electronic transcript services. A transcript received from a student will not be considered official.

C. **High School Course Pattern Requirements**

   Applicants seeking admission to the University must successfully complete the following high school course pattern requirements:

   a. 4 years of English

   b. 3 years of Mathematics
c. 3 years of Science

d. 3 years of Social Studies

e. 2 years of Electives

Applicants are considered to have also met all high school course pattern requirements if they are either in the upper quarter of their high school class or have a grade point average of 3.0 on a 4.0 scale in their college-prep courses and have either earned a SAT ERW+M score of 1200 or higher or an ACT composite score of 25 or higher.

D. High School Course Pattern Requirements Remedies

Students are required to remedy any high school course pattern requirement deficiencies as determined by the Office of Admissions in one of the ways listed below:

**English:** Earn an ACT English sub-score of 21 or above and an ACT Reading sub-score of 21 or above, earn an SAT Writing and Language test score of 28 or above and an SAT Reading test score of 27 or above, or earn successful placement in English 101.

**Mathematics:** Earn successful placement in MATH 120 or above, or successfully complete Quantitative Reasoning (QR 101).

**Science:** Earn an ACT Science Reasoning sub-score of 23, or successfully complete a 3-semester hour course in either physical or life science.

**Social Science:** Successfully complete a 3-semester hour course in social science.
Electives: Successfully complete a 3-semester hour course in fine arts and humanities.

E. Criteria for Automatic Admission

Applicants must meet at least one of the following criteria in order to be considered for automatic admission, as space is available:

a) High school GPA of 2.6 or higher on a 4.0 scale

b) A high school GPA of 2.0 or higher and either a SAT (ERW+M) score of 990 or an ACT composite score of a 19.

c) A ranking in the top 10% of their high school graduating class

F. Additional Admission Review

Applicants with a high school GPA of 2.0 or higher on a 4.0 scale who do not meet one of the criteria for automatic admission will be considered for admission by the Admission Review Committee on a rolling basis, as space is available.

The applicants reviewed by the Admission Review Committee will be considered for admission based on the Committee’s holistic assessment of the student’s ability to succeed at the University. In addition to the required admission information, applicants are required to submit an official 7th semester high school transcript and a personal statement to specifically address any challenges that have impacted an applicant’s academic record, how they have overcome those challenges, and how they will ensure their success as an SIUE student. The Committee may also consider information such as a graded writing sample, letters of recommendation, a
recommendation by an admission counselor, a personal interview with selected members of the Committee, or the success rates of previous enrollees from the candidate's high school.

G. Denial of Admission

Applicants who have a cumulative high school grade point below 2.00 will be denied admission.
SIUE Admission Criteria of Traditional First-Time Freshmen
Ad Hoc Committee’s Recommendation

Date: March 11, 2021

To: SIUE Faculty Senate Curriculum Council, Chair Keith Hecht

From: SIUE Admissions Criteria Ad Hoc Committee, Spring Term Chair Kevin Hockenberry
Fall Term Chair Alison Reiheld, Scott Belobrajdic, Todd Burrell, Cherese Fine, Christine Leopold, Amelia Perez

The Admissions Criteria Review Committee convened during the Fall 2020 and Spring 2021 semesters to review the SIUE Admission Criteria of Traditional First-Time Freshmen and discuss topics of possible outcomes and concerns, including areas of bias based on gender, geographic location, income, and race; equity and process issues of various stakeholders to interview; the analysis that had been previously completed for the Office of Enrollment Management regarding predictive modeling of SIUE student success; questions about placement testing for the Assistant Director for Testing Services Katie Green; questions about evidence behind the 2.6 GPA cutoff and predicting “success” at SIUE for the Director of the Center for Predictive Analytics Dr. Carrie Butts-Wilmsmeyer; admissions criteria of peer institutions; the status and impact of developmental courses on transcripts, student expense, and using up credits from financial aid for courses that do not contribute to graduation; the Provost’s initiative to combine the developmental courses with Freshmen seminars and other 100-level for-credit courses; training for the SIUE Admission Review Committee to be “bias-aware”, and the unanimous decision for SIUE to be a test-optional institution.

The committee recommendations on the Admission of Traditional First-Time Freshmen - 1E1 include the replacement of the word “Freshmen” to the gender neutral “First-Year” to better align with the Values of SIUE; updating when the Admission Review Committee (ARC) reviews applicants in order to obtain the 7th semester transcripts, which get posted in December/January; eliminating the policy on when ARC should meet because ARC now completes all reviews electronically; the titles that no longer exist for the Directors serving on ARC; provide clarification on the qualifications and term limits for Faculty serving on ARC; placing SIUE with a long list of universities becoming test-optional to address the inequities associated with standardized tests; and minor changes to address formatting, policy organization, and grammar.

All members of the Committee submitted their vote by email approving the modifications and the recommendations for the admission policy 1E1. The Committee unanimously recommends the removal of standardized tests as a requirement for admission to the University and presents its recommendations of appropriate uses of standardized tests scores to the SIUE Faculty Senate Curriculum Council on the additional documents. Recommendations for future consideration include equity training for the Admission Review Committee and a full review of the entire admission policy’s formatting to match the Policy Format Template provide in Policy Development and Implementation Policy - 7A1.

Respectfully,

Kevin Paul Hockenberry

Kevin Paul Hockenberry, Spring Term Chair of the Admissions Criteria Ad Hoc Committee
Original and current 1e1 policy:

4. Applicants Whose First Language Is Not English

All applicants with study authorized visas and/or foreign academic credentials whose first language is not English must demonstrate adequate English language proficiency in advance of admission. English language proficiency must be verified in one of the following ways:

1. Applicants may sit for the International English Language Testing System (IELTS), or the Test of English as a Foreign Language (TOEFL) and have an official score report sent directly to Admissions. The minimum acceptable score for admission to a graduate program is a TOEFL score of 79 (IBT) or IELTS score of 6.5. For undergraduate admission the minimum score required is a TOEFL score of 72 (IBT) or an overall IELTS score of 6.0 with no individual component score of less than 5.5. Applicants may submit scores from another recognized testing service as long as the scores can be documented as being equal to or greater than the required IELTS or TOEFL score.

2. Applicants may submit an ACT sub-score of 21 or greater in Reading and English, or an SAT Evidence Based Reading and Writing sub-score of 530.

3. Applicants may submit a properly certified copy of their General Certificate of Education administered by a British Testing Agency showing a grade of A, B, or C in the subject English Language. Recognized equivalent examinations will also be considered.

4. Applicants may submit academic records certifying that they have graduated from a recognized secondary school, college or university where English is the exclusive language of instruction and is located in a primarily English-speaking country. A list of SIUE approved countries is posted on the International Admissions website. Requests to amend the list of countries will be reviewed by the Office of the Provost.

5. Applicants may submit academic records certifying that they have completed courses, totaling at least 6 semester hours, equivalent to both English 101 (English Composition I) and English 102 (English Composition II) with earned grades of "C" or better at a regionally accredited college or university in the United States.

6. Applicants may sit for University-administered placement tests and meet internally indicated indicators of college entry level competence in English and reading.

7. Applicants may submit a certificate or documentation from an authorized Intensive English Language Program (IELP) that verifies English language proficiency equivalent to a minimum TOEFL or IELTS score as indicated in section 4.1.

8. Applicants who meet all other requirements for admission but cannot demonstrate adequate English language proficiency, may receive conditional admission either as an undeclared undergraduate student or to a graduate academic program, and be admitted to the university for the purpose of enrolling in the Intensive English Language (IELP) curriculum and academic development or approved pathway program coursework only. Admission to the IEP will be authorized by the IEP Director and the Office of International Admissions based on criteria posted on the International Admissions website. The appropriate academic department will grant approval for any credit bearing coursework. Successful completion of the SIUE Intensive English Program will satisfy the English proficiency requirement of the university, allowing the student to advance to degree seeking status. This admission provision may be authorized for two (undergraduate) or three
(graduate) academic terms with time extensions authorized by International Admissions for undergraduate students and by individual academic departments for graduate students.
PLEASE NOTE: This is a full view of revisions to policy including numerous formatting revisions. For a simplified version that has all formatting revisions “accepted” please view file “First Year Admission Policy – SIMPLIFIED REVISION”

1. Admission of Traditional First-Time Freshmen
   A. Undergraduate First-Year Student Admission

   I. First-Year Admission Process and Procedures

      A. By March 1 (18 months prior to the fall cohort entry term), the Enrollment Management Council (EMC) will set preliminary enrollment targets for entering first-time freshmen, transfers, and graduate students.

      B. By October 1 (10 months prior to the fall cohort entry term) the EMC will finalize freshmen enrollment targets based on retention and yield figures for previous cohorts, the strength of the current applicant pool, and overall university enrollment goals. These targets will determine the minimum automatic admission standards to be followed by the university for the upcoming fall.

      B. By October 1 (10 months before the fall cohort entry term), the EMC will finalize first-year enrollment targets based on retention and yield figures for previous cohorts, the current applicant pool’s strength, and overall university enrollment goals. These targets will determine the University’s minimum automatic admission standards for the upcoming fall.

      C. The effectiveness of the admission standards will be reviewed by the EMC annually.

      D. The Admissions Review Committee will be convened monthly, beginning the first week of November, to review applicants not meeting minimum automatic admission standards. The Admissions Committee will consist of the following:

         D. Applicants who do not meet the criteria for automatic admission are reviewed by the Admission Review Committee beginning the first week of February for the following summer and fall terms and the first week of September for the following spring term. Files with high school transcripts that do not report a grade point average will automatically be referred to the Admissions Review Committee for review and appropriate action. The Admissions Review Committee consist of the following:

(1) Associate Director of Admissions (Committee Chair)
(3) Faculty, appointed by Academic Standards and Policy Committee*
(1) Faculty, appointed by Associate Chancellor for Institutional Diversity and Inclusion/Vice Chancellor for Equity, Diversity and Inclusion.

(1) Director, Academic Advising, Office of Academic Advising, or designee.

(1) Director, Instructional Services, Office of Learning Support Services, or designee.

*A pool of four faculty will be selected to serve on the Admission Review Committee. One faculty person will be required to attend each meeting. The Admissions Review Committee will convene as needed.

*A pool of four faculty will be selected to serve a one-year term on the Admission Review Committee and may not serve more than three successive terms. Each appointed faculty member must be a person whose assignment is at least a total of 50% in teaching, research, or public service. A minimum of one faculty member must be in attendance for the Admission Review Committee to convene.

Admission decisions will support SIUE's Long-Term Goal of Engaged Students and Capable Graduates:

**Engaged Students and Capable Graduates** - Attract a diverse student body, including traditional, non-traditional, commuter, and residential scholars, and nurture, educate, and graduate students who achieve the objectives for baccalaureate, graduate, and professional degrees.

Files with high school transcripts that do not report a grade-point average will automatically be referred to the Admissions Review Committee for review and appropriate action.

E. The admission policy will be reviewed every three years by Curriculum Council in order to consider various factors affecting enrollment including changing demographics, student persistence, and financial conditions.

II. First-Year Admission Criteria

Priority consideration for admission will be given to students whose applications meet minimum standards for automatic admission and are completed by the priority or final deadlines. Students who do not meet minimum standards are subject to additional review by the Admissions Review Committee. Applications completed after the priority filing date or final application deadlines will be considered as space is available.

Applicants seeking admission to the University must successfully complete the high school course pattern requirements. Priority consideration for admission will be given to applicants whose applications are completed by the priority filing date deadlines.
addition, applicants will be automatically admitted to the University if they meet any of the criteria for automatic admission. Students who have a 2.0 high school GPA or higher on a 4.0 scale but do not meet any of the criteria for automatic admission are subject to additional review by the Admissions Review Committee. Applications completed after the priority filing date deadline will be considered as space is available.

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A. High School Transcript

Traditional first-year students, defined as applicants who are current high school seniors or graduated from high school within the last five years, are required to submit an official high school transcript. For traditional first-year students who are attending high school, the transcript must show at least six semesters of coursework, and a final transcript reflecting all high school coursework and graduation verification must be submitted after completion of high school.

A non-traditional first-year student is an applicant who graduated from high school five or more years before applying to SIUE or is an applicant without a high school diploma who passed the General Education Development Test (GED). Non-traditional first-year students must submit an official high school transcript showing graduation verification and are subject to the Admission Review Committee review.

B. Standardized Test

Standardized test score, such as the ACT or SAT, are not required for admission to the University. If the applicant wishes to submit an ACT or SAT score, they are welcome to do so. ACT or SAT scores that appear on the high school transcript are acceptable. To be considered official, all documents (high school transcripts, GED scores, ACT/SAT scores, and college/university transcripts) must be sent directly to the Office of Admissions by the office or institution that issues the document. SIUE accepts electronic transcripts submitted through various electronic transcript services. A transcript received from a student will not be considered official.
C. High School Course Pattern Requirements and Remedies

Applicants seeking admission to the University must successfully complete the following high school course pattern requirements:

a. 4 years of English;

b. 3 years of Mathematics;

c. 3 years of laboratory Science;

d. 3 years of Social Studies;

e. 2 years of Electives.

Applicants are considered to have also met all high school course pattern requirements if they are either in the upper quarter of their high school class or have a grade point average of 3.0 on a 4.0 scale in their college prep courses and have either earned a SAT ERW+M score of 1200 or higher or an ACT composite score of 25 or higher.

Applicants who have earned an ACT composite score of 25, SAT ERW+M of 1200, or higher and who either are in the upper quarter of their high school class or have a grade point average of 3.00 on a 4.00 scale in their college prep courses are considered to have also met all high school subject pattern requirements.

D. High School Course Pattern Requirements Remedies

Applicants/Students are required to remedy any high school course pattern requirement deficiencies as determined by the Office of Admissions in one of the ways listed below:

Students are required to remedy any high school course deficiencies as determined by the Office of Admissions in one of the ways listed below:

**English**

- Earn an ACT English sub-score of 21 or above and an ACT Reading sub-score of 21 or above, or earn an SAT Writing and Language test score of 26 or above and an SAT Reading test score of 27 or above, or earn successful placement in English 101.

**Mathematics**

- Earn successful placement in MATH 120 or above, or successfully complete Quantitative Reasoning (QR 101).

**Science**

- Earn an ACT Science Reasoning sub-score of 23, or successfully complete a 3-credit-hour course in either physical or life science.
Social Science
Social Science: Successfully complete a 3-3 semester hour course in social science.

Electives
Electives: Successfully complete a 3-3 semester hour course in fine arts and humanities.

First-Time Full-Time Freshmen Minimum Standards for Automatic Admission (Effective Spring 2021 through Fall 2021)
P.01-20/21 approved by Chancellor on September 11, 2020

E. Criteria for Automatic Admission

Applicants must meet at least one of the following criteria in order to be considered for automatic admission, as space is available:

a) High school GPA of 2.6 or higher on a 4.0 scale

b) A high school GPA of 2.0 or higher and either a SAT (ERW+M) score of 990 or an ACT composite score of 19.

c) A ranking in the top 10% of their high school graduating class

A High School g.p.a. of 2.6 or better on a 4.0 scale will be automatically admitted to the university, as space is available.

Students with a high school g.p.a. less than 2.60 will be considered for admission by the Admission Review Committee on a rolling basis, as space is available.

The candidates reviewed by the Admission Review Committee will be considered for admission based on the Committee's assessment of student's ability to succeed at the university. In addition to the required admission information, the Committee may consider information such as: 7th or 8th semester grades, letters of recommendation, a graded writing sample, a personal statement or a personal interview with selected members of the committee.

F. Additional Admission Review

Applicants with a high school GPA of 2.0 or higher on a 4.0 scale who do not meet one of the criteria for automatic admission will be considered for admission by the Admission Review Committee on a rolling basis, as space is available.

The applicants reviewed by the Admission Review Committee will be considered for admission based on the Committee's holistic assessment of the student's ability to succeed at the University. In
addition to the required admission information, applicants are required to submit an official 7th semester high school transcript and a personal statement to specifically address any challenges that have impacted an applicant’s academic record, how they have overcome those challenges, and how they will ensure their success as an SIUE student. The Committee may also consider information such as a graded writing sample, letters of recommendation, a recommendation by an admission counselor, a personal interview with selected members of the Committee, or the success rates of previous enrollees from the candidate’s high school.

G. Denial of Admission

Applicants who have a cumulative high school grade point below 2.00 will be denied admission.

Applicants who have been out of school for more than five years that do not meet the traditional first-time criteria are subject to review by the Admission Review Committee.

First-Time Full-Time Freshmen Minimum Standards for Automatic Admission (Section temporarily suspended through December 2024)

Students with an 18 or better composite ACT score (260 SAT-ERW + M) and a high school g.p.a. of 2.50 or better on a 4.0 scale will be automatically admitted to the university, as space is available.

Students with an ACT composite less than 18 (260 SAT-ERW + M) or a high school g.p.a. less than 2.50 will be considered for admission by the Admission Review Committee on a rolling basis, as space is available.

The candidates reviewed by the Admission Review Committee will be considered for admission based on the Committee’s assessment of student’s ability to succeed at the university. In addition to the required admission information, the Committee may consider information such as 7th or 8th semester grades, letters of recommendation, a graded writing sample, a personal statement or a personal interview with selected members of the committee and the success rates of previous enrollees from the candidate’s high school or admission counselor recommendation. Applicants who have a cumulative high school grade point below 2.00 or an ACT score below 17 (or SAT-ERW + M below 650) will be denied admission.

Applicants who have been out of school for more than five years that do not meet the traditional first-time criteria or have not taken the ACT and/or SAT are subject to review by the Admission Review Committee.
### Admission of Traditional First-Time Freshmen
#### A. Undergraduate First-Year Student Admission

#### First-Year Admission Process and Procedures

A. By March 1 (18 months prior to the fall cohort entry term), the Enrollment Management Council (EMC) will set preliminary enrollment targets for entering first-time freshmen, transfers, and graduate students.

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(1) Faculty, appointed by Associate Chancellor for Institutional Diversity and Inclusion Vice Chancellor for Equity, Diversity and Inclusion*

(1) Director, Academic Advising from the Office of Academic Advising, or designee

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## First-Year Admission Criteria

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## High School Transcript

Traditional first-year students, defined as applicants who are current high school seniors or graduated from high school within the last five years, are required to submit an official high school transcript. For traditional first-year students who are attending high school, the transcript must show at least six semesters of coursework, and a final transcript reflecting all high school coursework and graduation verification must be submitted after completion of high school.
A non-traditional first-year student is an applicant who graduated from high school five or more years before applying to SIUE or is an applicant without a high school diploma who passed the General Education Development Test (GED). Non-traditional first-year students must submit an official high school transcript showing graduation verification and are subject to the Admission Review Committee review.

B. Standardized Test

Standardized test scores, such as the ACT or SAT, are not required for admission to the University. If the applicant wishes to submit an ACT or SAT score, they are welcome to do so. ACT or SAT scores that appear on the high school transcript are acceptable. To be considered official, all documents (high school transcripts, GED scores, ACT/SAT scores, and college/university transcripts) must be sent directly to the Office of Admissions by the office or institution that issued the document. SIUE accepts electronic transcripts submitted through various electronic transcript services. A transcript received from a student will not be considered official.

A-C. High School Course Pattern Requirements and Remedies

Applicants seeking admission to the University must successfully complete the following high school course pattern requirements:

a. 4 years of English
b. 3 years of Mathematics
c. 3 years of Science
d. 3 years of Social Studies
e. 2 years of Electives

Applicants are considered to have also met all high school course pattern requirements if they are either in the upper quarter of their high school class or have a grade point average of 3.0 on a 4.0 scale in their college-prep courses and have either earned a SAT ERW+M score of 1200 or higher or an ACT composite score of 25 or higher.
Applicants who have earned an ACT composite score of 25, SAT ERW + M of 1200, or higher and who either are in the upper quarter of their high school class or have a grade point average of 3.00 on a 4.00 scale in their college prep courses are considered to have also met all high school subject pattern requirements.

D. High School Course Pattern Requirements Remedies

Applicants/Students are required to remedy any high school course pattern requirement deficiencies as determined by the Office of Admissions in one of the ways listed below:

Students are required to remedy any high school course deficiencies as determined by the Office of Admissions in one of the ways listed below:

- **English:** Earn an ACT English sub-score of 21 or above and an ACT Reading sub-score of 21 or above, or earn an SAT Writing and Language test score of 28 or above and an SAT Reading test score of 27 or above, or earn successful placement in English 101.

- **Mathematics:** Earn successful placement in MATH 120 or above, or successfully complete Quantitative Reasoning (QSR 101).

- **Science:** Earn an ACT Science Reasoning sub-score of 23, or successfully complete a 3-semester hour course in either physical or life science.

- **Social Science:** Successfully complete a 3-semester hour course in social science.

- **Electives:** Successfully complete a 3-semester hour course in fine arts and humanities.

**First-Time Full-Time Freshmen Minimum Standards for**
Automatic Admission (Effective Spring 2021 through Fall 2021)
FS #01-20/21 approved by Chancellor on September 11, 2020

E. Criteria for Automatic Admission

Applicants must meet at least one of the following criteria in order to be considered for automatic admission, as space is available:

a) High school GPA of 2.6 or higher on a 4.0 scale

b) A high school GPA of 2.0 or higher and either a SAT (ERW+M) score of 990 or an ACT composite score of 19.

c) A ranking in the top 10% of their high school graduating class

A high school p.a. of 2.6 or better on a 4.0 scale will be automatically admitted to the university, as space is available.

Students with a high school p.a. less than 2.60 will be considered for admission by the Admission Review Committee on a rolling basis, as space is available.

The candidates reviewed by the Admission Review Committee will be considered for admission based on the Committee's assessment of student's ability to succeed at the university. In addition to the required admission information, the Committee may consider information such as 7th or 8th semester grades, letters of recommendation, a graded writing sample, a personal statement or a personal interview with selected members of the committee.

F. Additional Admission Review

Applicants with a high school GPA of 2.0 or higher on a 4.0 scale who do not meet one of the criteria for automatic admission will be considered for admission by the Admission Review Committee on a rolling basis, as space is available.
The applicants reviewed by the Admission Review Committee will be considered for admission based on the Committee’s holistic assessment of the student’s ability to succeed at the University. In addition to the required admission information, applicants are required to submit an official 7th semester high school transcript and a personal statement to specifically address any challenges that have impacted an applicant’s academic record, how they have overcome those challenges, and how they will ensure their success as an SIUE student. The Committee may also consider information such as a graded writing sample, letters of recommendation, a recommendation by an admission counselor, a personal interview with selected members of the Committee, or the success rates of previous enrollees from the candidate’s high school.

G. Denial of Admission

Applicants who have a cumulative high school grade point below 2.00 will be denied admission.

Applicants who have been out of school for more than five years that do not meet the traditional first-time criteria are subject to review by the Admission Review Committee.

First-Time Full-Time Freshmen Minimum Standards for Automatic Admission (Section temporarily suspended through December 2021)

Students with an 18 or better composite ACT score (960 SAT-ERW + M) and a high school g.p.a. of 2.50 or better on a 4.0 scale will be automatically admitted to the university, as space is available.

Students with an ACT-composite less than 18 (960 SAT-ERW + M) or a high school g.p.a. less than 2.50 will be considered for admission by the Admission Review Committee on a rolling basis, as space is available.

The candidates reviewed by the Admission Review Committee will be considered for admission based on the Committee’s assessment of student’s ability to succeed at the University. In addition to the required admission information, The Committee may consider information such as 7th or 8th semester grades, letters of recommendation, a graded writing sample, a personal statement or a personal interview with selected members of the
committee and the success rates of previous enrollees from the candidate's high school or admission counselor recommendation. Applicants who have a cumulative high school grade point below 2.00 or an ACT score below 17 (or SAT ERW + M below 920) will be denied admission.

Applicants who have been out of school for more than five years that do not meet the traditional first-time criteria or have not taken the ACT and/or SAT are subject to review by the Admission Review Committee.
**Intensive English Program (IEP) Pathway Proposal**

The IEP is proposing a small modification to its current offerings to allow SIUE to offer a pathway program. A Pathway program allows students who are close to meeting the university’s English proficiency requirements to take a limited number of academic credits while completing the IEP. Undergraduate courses would be identified in advance, and graduate departments would have full authority to decide if students may utilize the pathway.

We recommend adding the pathway element to the IEP, and propose the following changes (highlighted) to the 1E1 policy, Section E.4.8:

*Applicants who meet all other requirements for admission but cannot demonstrate adequate English Language proficiency, may receive conditional admission ... to the university for the purpose of enrolling in the Intensive English Language (IEP) curriculum and academic development or approved pathway program coursework only. Admission to the IEP will be authorized by the IEP Director and the Office of International Admissions based on criteria posted on the International Admissions website. The appropriate academic department will grant approval for any credit bearing coursework.*

### Course Map: Undergraduates

<table>
<thead>
<tr>
<th>Entry Skill Level</th>
<th>1st Semester</th>
<th>2nd Semester</th>
<th>3rd Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Intensive English Program</strong>&lt;br&gt;(IELTS Level 5.0 or equivalent)</td>
<td>4 IEP courses (12 credit hours)</td>
<td>3 pathway courses + 1 academic course +1 FST course (15 credit hours)</td>
<td><em>Full-time degree program</em></td>
</tr>
<tr>
<td><strong>Intermediate Pathway</strong>&lt;br&gt;(IELTS Level 5.5 or equivalent)</td>
<td>3 pathway courses + 1 academic course +1 FST course (15 credit hours)</td>
<td><em>Full-time degree program</em></td>
<td><em>Full-time degree program</em></td>
</tr>
</tbody>
</table>

### Course Map: Graduates

<table>
<thead>
<tr>
<th>Skill Level</th>
<th>1st Semester</th>
<th>2nd Semester</th>
<th>3rd Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Intensive English Program</strong>&lt;br&gt;(IELTS Level 5.0 or equivalent)</td>
<td>4 IEP courses (12 credit hours)</td>
<td>4 advanced IEP courses + 1 prerequisite course (as required by dept.) (12-15 credit hours)</td>
<td>2 advanced pathway courses + 1 academic course (12-13 credit hours)</td>
</tr>
<tr>
<td><strong>Advanced Intensive English Program</strong>&lt;br&gt;(IELTS Level 5.5 or equivalent)</td>
<td>4 advanced IEP courses + 1 prerequisite course (as required by dept.) (12-15 credit hours)</td>
<td>2 advanced pathway courses + 1 academic course (12-13 credit hours)</td>
<td><em>Full-time degree program</em></td>
</tr>
<tr>
<td><strong>Advanced Pathway</strong>&lt;br&gt;(IELTS Level 6.0 or equivalent)</td>
<td>2 advanced pathway courses + 1 academic course (12-13 credit hours)</td>
<td><em>Full-time degree program</em></td>
<td><em>Full-time degree program</em></td>
</tr>
</tbody>
</table>
## Intensive English Program (IEP) Pathway Proposal

### English Proficiency Score Placement Equivalencies:

<table>
<thead>
<tr>
<th>Minimum qualifications</th>
<th>IELTS</th>
<th>TOEFL</th>
<th>Accuplacer</th>
<th>Duolingo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intensive English Program</td>
<td>5.0</td>
<td>45-60</td>
<td>52-78</td>
<td>80-89</td>
</tr>
<tr>
<td>Intermediate Pathway &amp; Advanced Intensive English Program</td>
<td>5.5</td>
<td>61-71</td>
<td>79-98</td>
<td>90-94</td>
</tr>
<tr>
<td>Advanced Pathway</td>
<td>6.0</td>
<td>72-78</td>
<td>99-106</td>
<td>95-99</td>
</tr>
</tbody>
</table>

Note: The score equivalencies below apply to all tables in this proposal.
Original and current 1e1 policy:

4. Applicants Whose First Language Is Not English

All applicants with study authorized visas and/or foreign academic credentials whose first language is not English must demonstrate adequate English language proficiency in advance of admission. English language proficiency must be verified in one of the following ways:

1. Applicants may sit for the International English Language Testing System (IELTS), or the Test of English as a Foreign Language (TOEFL) and have an official score report sent directly to Admissions. The minimum acceptable score for admission to a graduate program is a TOEFL score of 79 (IBT) or IELTS score of 6.5. For undergraduate admission the minimum score required is a TOEFL score of 72 (IBT) or an overall IELTS score of 6.0 with no individual component score of less than 5.5. Applicants may submit scores from another recognized testing service as long as the scores can be documented as being equal to or greater than the required IELTS or TOEFL score.

2. Applicants may submit an ACT sub-score of 21 or greater in Reading and English, or an SAT Evidence-Based Reading and Writing sub-score of 530.

3. Applicants may submit a properly certified copy of their General Certificate of Education administered by a British Testing Agency showing a grade of A, B, or C in the subject English Language. Recognized equivalent examinations will also be considered.

4. Applicants may submit academic records certifying that they have graduated from a recognized secondary school, college or university where English is the exclusive language of instruction and is located in a primarily English-speaking country. A list of SIUE approved countries is posted on the International Admissions website. Requests to amend the list of countries will be reviewed by the Office of the Provost.

5. Applicants may submit academic records certifying that they have completed courses, totaling at least 6 semester hours, equivalent to both English 101 (English Composition I) and English 102 (English Composition II) with earned grades of "C" or better at a regionally accredited college or university in the United States.

6. Applicants may sit for University-administered placement tests and meet internally indicated indicators of college entry level competence in English and reading.

7. Applicants may submit a certificate or documentation from an authorized Intensive English Language Program (IELP) that verifies English language proficiency equivalent to a minimum TOEFL or IELTS score as indicated in section 4.1.

8. Applicants who meet all other requirements for admission but cannot demonstrate adequate English language proficiency, may receive conditional admission either as an undeclared undergraduate student or to a graduate academic program, and be admitted to the university for the purpose of enrolling in the Intensive English Language (IEP) curriculum and academic development or approved pathway program coursework only. Admission to the IEP will be authorized by the IEP Director and the Office of International Admissions based on criteria posted on the International Admissions website. The appropriate academic department will grant approval for any credit bearing coursework. Successful completion of the SIUE Intensive English Program will satisfy the English proficiency requirement of the university, allowing the student to advance to degree seeking status. This admission provision may be authorized for two (undergraduate) or three
(graduate) two academic terms with time extensions authorized by International Admissions for undergraduate students and by individual academic departments for graduate students.
UPBC Faculty Senate Exec Report

3/24/21

UPBC met March 19 2021

Motion to accept the revised Operating Policies for UPBC was passed with a 2/3 majority vote.

The Operating Policies will be brought to Faculty Senate, Student Senate and Staff Senate for their review and approval. In addition, Black Faculty and Staff and Graduate Council will be offered the opportunity to review. Final approval rests with the Chancellor according to the current OPs. The effective date will be July 2021.

Committee discussed CHAPA review process and frequency for all Vice Chancellors/Chancellor and Provost. Will bring recommendations to next meeting.

Next meeting is April 2nd 2021 - Scott Belobrajdic will be our guest.

Thank you.
L Membership

A. The University Planning and Budget Council (UPBC) will consist of a maximum of 16 members, 13 of whom are voting members.

1. Voting Members

   The voting members are:

   a. five faculty members appointed by the Faculty Senate to three-year, staggered terms;

   b. two staff members appointed by the Staff Senate to three-year, staggered terms;

   c. two students appointed by the Student Senate to one-year terms. The Student Senate president may not be one of the Student Senate appointments;

   d. the immediate past presidents of the Faculty and Staff Senates until the current president is replaced;

   e. the president of the Student Senate for a one-year term;

   f. an academic dean chosen by the academic deans for a three-year term.

   The Faculty, Staff and Student Senates will appoint representatives to the Council from their respective constituencies. Faculty and staff shall not be appointed for more than two successive, three-year terms.

   Council members need not be members of the senate that appoints them. Council members who are not duly elected members of their constituency senate will become ex-officio members of their respective senates for the duration of their terms on the UPBC.

2. Non-Voting Members

   The Chancellor, the Budget Director, and the Chair Designate of the Council will be ex-officio and non-voting members of the Council. The ex-officio members are invited to participate in discussions but will not be permitted to make or second motions or to vote.
3. Substitutes

Council members are not permitted to send substitutes to a meeting when they are absent. However, if a past president of the Faculty or Staff Senate or the current president of Student Government is unable to attend UPBC meetings for an entire semester due to an unavoidable scheduling conflict, then the body which they represent shall have the right to nominate a semester-long substitute in their absence.

A. The University Planning and Budget Council (UPBC) is composed of the following voting and non-voting members.

1. Voting Members
   a. Constituencies
      i. From the Faculty Senate: four members appointed for three-year staggered terms
      ii. From the Staff Senate: two members appointed for three-year staggered terms
      iii. From the Black Faculty and Staff Association (BFSA): two members appointed for three-year staggered terms
      iv. From the Student Senate: two students appointed for one-year terms
   b. Constituency Executive Representatives
      i. Each SIUE recognized constituency is entitled to one executive representative on UPBC
         1. The Faculty Senate
         2. The Graduate Council
         3. The Staff Senate
         4. The Black Faculty and Staff Association
         5. The Student Senate
      ii. In cases where a faculty or staff constituency has a position of past president (or similarly named), that person will hold the position on the UPBC for one academic year. If no such position exists, the president/chair of the constituency group will appoint a representative for the one-year term.
      iii. The executive representative for the Student Senate will be the Student Senate President, unless that group specifically appoints an different person.
   c. Non-Constituency Representatives
      i. One academic dean chosen by the academic deans for a three-year term
      ii. Union representative(s) pursuant to the terms of the applicable collective bargaining agreement
2. Non-Voting Members

   a. The Chancellor, the Budget Director, and any Chair-Designee of the Council serve as ex-officio members, second, vote, or any other electoral activities.

   b. Additional ex-officio members may be added to the Council at the requests in scheduled meetings.

B. The following rules will govern the appointment of representatives.

1. Representatives to the Council are made by the respective constituencies according to their rules, but must adhere to the guidelines outlined in Article I.

2. Representatives may not be appointed for more than two successive terms.

3. Representatives must belong to the constituency/classification for the position they hold. Except where noted, Council members need not be elected or appointed members of the actual Senate, Council, or Association that appoints them. Council members who are not current members of their Senate, Council, or Association must be added to their respective bodies as ex-officio members for the duration of their appointment to UPBC.

C. Council members are not permitted to send substitutes to a meeting when they are absent. If a voting representative is unable to attend UPBC meetings for an entire semester due to an unavoidable scheduling conflict, then the appointing body may select a semester-long substitute in their absence.

D. An appointing body has the right to remove or recall their representatives to the Council. Any action must follow the rules established by the body in their operating papers. A Constituency Executive Representative may only be removed from the Council if the person is removed from their position in the appointing body.

E. If for any reason (including, but not limited to retirement, resignations, change in employment status or classification, or removal by the appointment body) a vacancy occurs in a voting seat, the original appointing body may appoint a representative to complete the remainder of the term vacated. If the remaining term is more than one year long, it will count as one of the representative’s terms as outlined in Section B of this Article.

F. If a new constituency is recognized by the university, they will be entitled to immediately appoint one voting member to the Council to serve for no more than two years or until this Council amends its membership policy.
G. If a constituency loses its University recognition, any current appointments to the Council will immediately end, unless such de-recognition is being contested or appealed.

II. Officers

A. The chair of the University Planning and Budget Council will serve three years, subject to annual review by the Council, and with the concurrence of the Chancellor of the University; this term is non-recurring.

The chair shall be selected by a committee consisting of the Faculty, Student, and Staff Senate presidents, subject to the concurrence of the Chancellor. The chair will be elected as one of the representatives of whatever constituency he or she represents and will vote along with the other representatives to the Council.

The clerical work of the Council shall be the responsibility of the chair.

B. During the second year of the chair’s term, a chair-designate will be selected by the three Senate presidents by a committee consisting of the heads of the University-recognized constituency groups, subject to the concurrence of the Chancellor. If this person is not a member of the Council, he or she—the designee—will participate on the Council as an ex-officio member beginning on July 1 and continuing until he or she becomes chair of the Council.

If this person is a member of the Council, the head of whatever constituency he or she represents shall, at the appropriate time, appoint another member of that constituency to replace the chair-designee’s term.

III. Responsibilities and Functions

A. The University Planning and Budget Council has the responsibility for advising the Chancellor of the University concerning university planning. Its functions include:

1. scanning the demographic, social, political, organizational, and technological environments for factors that can have an impact on the functioning and welfare of the university community.

2. identifying threats and opportunities.

3. addressing the university’s strengths and weaknesses.

4. helping to establish the functions of planning, including the identification of the university’s goals and values and its strategic directions and priorities.

5. recommending allocation of resources and reallocation of resources, including salaries, consistent with the university’s goals, and
priorities. Any structures for the periodic review of resources and resource-allocation to credit and non-credit producing units shall be approved by the Council.

6. advising the Chancellor on all matters relating to planning and maintaining constant contact with and input to the planning process of the university

serves as the University Building and Facility Naming Committee when[PA1] the need for such a committee arises according to SIUE policy 6.A1.

B. Function

1. The primary way the council fulfills its responsibilities is by receiving annual budgetary proposals from the Vice Chancellors, and from any other person/office as deemed necessary by the Chancellor or requested by the UPBC.

2. Advice will be conveyed both by means of meetings with administrators and by means of formal policy recommendations. In the latter case, the recommendations will be forwarded to the Chancellor of the University for approval and to any University approved constituency groups, the three constituency bodies for their review. Normally, the Chancellor shall allow the constituency bodies 30 calendar days to forward their reactions to the Chancellor’s office before deciding to accept or reject any recommendation. In situations requiring less than 30 days, the Chancellor will consult with constituency heads before making a decision.

3.6. The Council will also review recommendations related to planning and budget that may be adopted by any of the constituency bodies.

4.9. Minutes and announcements of the Council meetings will be forwarded to the Chancellor of the University, the Vice Chancellors, and each of the constituency heads, as well as all Council members.

IV. Committees

A. Standing Committee for Higher Administrator Performance Appraisal (CHAPA)

1. The standing committee of the UPBC will be The Committee for Higher Administrator Performance Appraisal (CHAPA) is a permanent committee of the Council.

This committee will establish procedures for evaluating the work performance of the Chancellor, as well as the line officers reporting to the Chancellor and Vice Chancellors according to the performance guidelines provided by the Chancellor or President (in
the case of the Chancellor evaluations, and will monitor the implementation of such procedures.

The committee will consist of five faculty representatives, four staff representatives, and two student representatives appointed by the constituent senate presidents from their respective constituencies.

2. Each University-recognized constituency is entitled to representation on CHAPA. Seats are allocated in the following manner:

   a. Faculty Senate: 2 representatives
   b. Graduate Council: 1 representative
   c. Staff Senate: 2 representatives
   d. Black Faculty and Staff Association: 2 representatives
   e. Student Senate: 2 representatives

3. Faculty and staff will serve staggered three-year terms and will not be appointed to more than two successive three-year terms. Student representatives to this committee will serve one-year terms.

4. The chair of the University Planning and Budget Council will designate one member of the committee as its chair. The chair of the committee will be responsible for the operation of the committee and for making regular reports to the Council.

B. Ad Hoc Committees

1. The University Planning and Budget Council shall appoint ad hoc committees as needed. Such committees may will be appointed at the discretion of the chair or at the direction of the Council. The chair of such a committee may be selected by the chair of the Council or by the members of the committee and confirmed by the Council.

2. The membership of any committee should at least be inclusive of three types of groups represented on the Council (faculty, staff, student) and when deemed necessary, inclusive of the University-recognized constituent bodies. The three constituent groups shall be represented as appropriate to the charge of the committee. The membership of any committee shall be confirmed by the Council.

V. Meetings

A. The University Planning and Budget Council shall meet at least twice each month at least six (6) times during the academic year and additionally at the call of the chair or by petition of at least three regular members of the Council. Notice of the time, place, and agenda of all meetings of the Council shall be delivered to all members of the Council, the Chancellor of the University, and, in compliance with the Illinois Open Meetings Act, made available to the public at least 48 hours in advance of the meeting.
B. The chair shall prepare the agenda of meetings. Council members may place items on the agenda by request to the chair.

C. A quorum shall consist of at least half of the total voting membership of the Council. If a position is unfilled, it will not be included in any determinations of quorum or voting.

D. In the absence of the chair, the Council shall select a voting member to serve as the chair for that particular meeting.

E. The Council may invite any person or persons to the meeting when this will assist the Council with its duties.

F. A maximum of 15 minutes shall be allotted at the beginning of the meeting for public comment; no individual speaker shall be allowed to speak for more than 5 minutes. Anyone wishing to address the Council must notify the chair at least 24 hours in advance of the meeting.

VI. Amendments

A. These operating papers may be amended by a two-thirds majority of the voting members at a Council meeting, provided previous notice of the text of the amendment has been circulated to all members at least one week prior to that meeting. To become effective, such changes must be approved by all three constituency groups and the Chancellor of the University. Any proposed changes must be submitted to all University-recognized constituencies for review.

B. Any changes in Article I must be affirmatively approved by each University-recognized constituency.

C. Any other changes to these operating papers are assumed to be approved by each University-recognized constituency, unless notice is provided to the Council Chair that the constituency has not endorsed the proposed changes, within 30 days of their notification of such changes. No constituency has the right to veto any proposed changes.

D. To become effective, such changes must be approved by the Chancellor of the University, taking into consideration the approvals, rejections, or considerations of the constituency groups.

Originally Approved:

University Planning and Budget Council, 5/7/91
Faculty Senate, 5/16/91
Staff Senate, 6/20/91  
Student Senate, 5/31/91  
President Lazerson, 6/26/91

First Revised Version Approved:

    University Planning and Budget Council, 9/9/94  
    Faculty Senate, 11/17/94  
    Staff Senate, 11/17/94  
    Student Senate, 11/18/94  
    President Belk, 12/7/94

Second Revised Version Approved:

    University Planning and Budget Council, 9/8/95  
    Faculty Senate, 9/21/95  
    Staff Senate, 10/5/95  
    Student Senate, 12/8/95  
    Chancellor Belk, 1/31/96

Third Revised Version Approved:

    University Planning and Budget Council, 11/22/96  
    Faculty Senate, 12/2/96  
    Staff Senate, 6/29/98  
    Student Senate, 6/29/98  
    Chancellor Werner, 6/29/98

Fourth Revised Version Approved:

    University Planning and Budget Council, 10/26/01  
    Faculty Senate, 2/7/02  
    Staff Senate, 1/10/02  
    Student Senate, 2/22/02  
    Chancellor Werner, 8/30/02

Fifth Revised Version Approved:

    University Planning and Budget Council, 1/27/06  
    Staff Senate, 3/2/06  
    Faculty Senate, 4/6/06  
    Student Senate, 4/7/06

Sixth Revised Version Approved:

    University Planning and Budget Council, 4/2/10  
    Faculty Senate,  
    Staff Senate,  
    Student Senate, 4/23/10  
    Chancellor Vandegrift,  

Seventh Revised Version Approved:

    University Planning and Budget Council, 11/2/12  
    Faculty Senate, 2/11/13  
    Staff Senate: 12/8/13  
    Student Senate: 2/19/13  
    Chancellor Furst-Bowe: 3/12/13

Eighth Revised Version Approved:  
University Planning and Budget Council, 3/19/2021  
Faculty Senate...
I. Membership

A. The University Planning and Budget Council (UPBC) is composed of the following voting and non-voting members.

1. Voting Members
   a. Constituencies
      i. From the Faculty Senate: four members appointed for three-year staggered terms
      ii. From the Staff Senate: two members appointed for three-year staggered terms.
      iii. From the Black Faculty Staff Association (BFSA): two members appointed for three-year staggered terms.
      iv. From the Student Senate: two students appointed for one year terms.

   b. Constituency Executive Representatives
      i. Each SIUE recognized constituency is entitled to one executive representative on UPBC
         1. The Faculty Senate
         2. The Graduate Council
         3. The Staff Senate
         4. The Black Faculty Staff Association
         5. The Student Senate

      ii. In cases where a faculty or staff constituency has a position of past president (or similarly named), that person will hold the position on the UPBC for one academic year. If no such position exists, the president/chair of the constituency group will appoint a representative for the one-year term.

      iii. The executive representative for the Student Senate will be the Student Senate President, unless that group specifically appoints a different person.

   c. Non-Constituency Representatives
      i. One academic dean chosen by the academic deans for a three-year term
      ii. Union representative(s) pursuant to the terms of the applicable collective bargaining agreement
2. Non-Voting Members

   a. The Chancellor, the Budget Director, and any Chair-Designee of the Council serve as ex-officio members of the Council. They hold all rights and privileges of the Council, except for the right to make formal motions, second, vote, or any other electoral activities.

   b. Additional ex-officio members may be added to the Council at the request of the Chancellor or the Chair. The Council must approve any requests in scheduled business meetings.

B. The following rules will govern the appointment of representatives.

1. Representatives to the Council are made by the respective constituencies according to their rules.

2. Representatives may not be appointed for more than two successive terms.

3. Representatives must belong to the constituency/classification for which they hold. Except where noted, Council members need not be elected or appointed members of the actual Senate, Council, or Association that appoints them. Council members who are not current members of their Senate, Council, or Association must be added to their respective bodies as ex-officio members for the duration of their appointment to UPBC.

C. Council members are not permitted to send substitutes to a meeting when they are absent. If a voting representative is unable to attend UPBC meetings for an entire semester due to an unavoidable scheduling conflict, then the appointing body may select a semester-long substitute in their absence.

D. An appointing body has the right to remove or recall their representatives to the Council. Any action must follow the rules established by the body in their operating papers. A Constituency Executive Representative may only be removed from the Council if the person is removed from their position in the appointing body.

E. If for any reason (including, but not limited to retirement, resignations, change in employment status or classification, or removal by the appointing body) a vacancy occurs in a voting seat, the original appointing body may appoint a representative to complete the remainder of the term vacated. If the remaining term is more than one year long, it will count as one of the representative’s terms as outlined in Section B of this Article.

F. If a new constituency is recognized by the University, they will be entitled to immediately appoint one voting member to the Council to serve for no more than two years or until this Council amends its membership policy.
G. If a constituency loses its University recognition, any current appointments to the Council will immediately end, unless such de-recognition is being contested or appealed.

II. Officers

A. The chair of the University Planning and Budget Council will serve three years, subject to annual review by the Council, and with the concurrence of the Chancellor of the University; this term is non-recurring.

The chair will be counted as one of the representatives of whatever constituency he or she represents and will vote along with the other representatives to the Council.

The clerical work of the Council shall be the responsibility of the chair.

B. During the second year of the chair’s term, a chair-designee will be selected by a committee consisting of the heads of the University recognized constituency groups, subject to the concurrence of the Chancellor. If this person is not a member of the Council, the designee will participate on the Council as an ex-officio member beginning on July 1 and continuing their term as chair begins. If this person is a member of the Council, the appropriate constituency head will appoint a replacement to serve the balance of the chair-designee’s term.

III. Responsibilities and Functions

A. The University Planning and Budget Council has the responsibility for advising the Chancellor of the university concerning university planning. Its functions include:

1. Scanning the demographic, social, political, organizational, and technological environments for factors that can have an impact on the functioning and welfare of the university community.

2. Identifying threats and opportunities.

3. Addressing the university’s strengths and weaknesses.

4. Helping to establish the functions of planning, including the identification of the university’s goals and values and its strategic directions and priorities.

5. Recommending allocation of resources and reallocation of resources, including salaries, consistent with the university’s values, goals, and priorities.

6. Advising the Chancellor on all matters relating to planning and maintaining constant contact with and input to the planning process of the university.

7. Serving as the University Building and Facility Naming Committee when the need for such a committee arises according to SIUE policy 6.A1.
B. Function

1. The primary way the council fulfills its responsibilities is by receiving annual budgetary proposals from the Vice Chancellors, and from any other person/office as deemed necessary by the Chancellor or requested by the UPBC.

2. Advice will be conveyed both by means of meetings with administrators and by means of formal policy recommendations. In the latter case, the recommendations will be forwarded to the Chancellor of the University for approval and to any University approved constituency groups for their review. Normally, the Chancellor shall allow the constituency bodies 30 calendar days to forward their reactions to the Chancellor’s office before deciding to accept or reject any recommendation. In situations requiring less than 30 days, the Chancellor will consult with constituency heads before making a decision.

3. The Council will also review recommendations related to planning and budget that may be adopted by any of the constituency bodies.

4. Minutes and announcements of the Council meetings will be forwarded to the Chancellor of the University, the Vice Chancellors, and each of the constituency heads, as well as all Council members.

IV. Committees

A. Committee for Higher Administrator Performance Appraisal (CHAPA)

1. The Committee for Higher Administrator Performance Appraisal (CHAPA) is a permanent committee of the Council. This committee is responsible for evaluating the work performance of the Chancellor, and Vice Chancellors according to the performance guidelines provided by the Chancellor or President (in the case of the Chancellor evaluations)

2. Each University-recognized constituency is entitled to representation on CHAPA. Seats are allocated in the following manner:
   a. Faculty Senate: 2 representatives
   b. Graduate Council: 1 representative
   c. Staff Senate: 2 representatives
   d. Black Faculty Staff Association: 2 representatives
   e. Student Senate: 2 representatives

3. Faculty and staff will serve staggered three-year terms and will not be appointed to more than two successive three-year terms. Student
representatives will serve one-year terms.

4. The chair of the University Planning and Budget Council will designate one member of the committee as its chair. The chair of the committee will be responsible for the operation of the committee and for making regular reports to the Council.

B. *Ad Hoc* Committees

1. The University Planning and Budget Council shall appoint *ad hoc* committees as needed. Such committees will be appointed at the discretion of the chair or at the direction of the Council. The chair of such a committee may be selected by the chair and confirmed by the Council.

2. The membership of any committee should at least be inclusive of three types of groups represented on the Council (faculty, staff, student) and when deemed necessary, inclusive of the University-recognized constituency bodies.

V. *Meetings*

A. The University Planning and Budget Council shall meet at least six (6) times during the academic year and additionally at the call of the chair or by petition of at least three members of the Council. Notice of the time, place, and agenda of all meetings of the Council shall be delivered to all members of the Council, the Chancellor of the University, and, in compliance with the Illinois Open Meetings Act, made available to the public at least 48 hours in advance of the meeting.

B. The chair shall prepare the agenda of meetings. Council members may place items on the agenda by request to the chair.

C. A quorum shall consist of at least half of the total voting membership of the Council. If a position is unfilled, it will not be included in any determinations of quorum or voting.

D. In the absence of the chair, the Council shall select a voting member to serve as the chair for that particular meeting.

E. The Council may invite any person or persons to the meeting when this will assist the Council with its duties.

F. A maximum of 15 minutes shall be allotted at the beginning of the meeting for public comment; no individual speaker shall be allowed to speak for more than 5 minutes. Anyone wishing to address the Council must notify the chair at least 24 hours in advance of the meeting.
VI. Amendments

A. These operating papers may be amended by a two-thirds majority of the voting members at a Council meeting, provided previous notice of the text of the amendment has been circulated to all members at least one week prior to that meeting. Any proposed changes must be submitted to all University-recognized constituencies for review.

B. Any changes in Article I must be affirmatively approved by each University-recognized constituency.

C. Any other changes to these operating papers are assumed to be approved by each University-recognized constituency, unless notice is provided to the Council Chair that the constituency has not endorsed the proposed changes, within 30 days of their notification of such changes. No constituency has the right to veto any proposed changes.

D. To become effective, such changes must be approved by the Chancellor of the University, taking into consideration the approvals, rejections, or considerations of the constituency groups.

Originally Approved:

University Planning and Budget Council, 5/7/91
Faculty Senate, 5/16/91
Staff Senate, 6/20/91
Student Senate, 5/31/91
President Lazerzon, 6/26/91

First Revised Version Approved:

University Planning and Budget Council, 9/9/94
Faculty Senate, 11/17/94
Staff Senate, 11/17/94
Student Senate, 11/18/94
President Belk, 12/7/94

Second Revised Version Approved:

University Planning and Budget Council, 9/8/95
Faculty Senate, 9/21/95
Staff Senate, 10/5/95
Student Senate, 12/8/95
Chancellor Belk, 1/31/96

Third Revised Version Approved:

University Planning and Budget Council, 11/22/96
Faculty Senate, 12/2/96
Staff Senate, 6/29/98
Student Senate, 6/29/98
Chancellor Werner, 6/29/98

Fourth Revised Version Approved:
University Planning and Budget Council, 10/26/01
Faculty Senate, 2/7/02
Staff Senate, 1/10/02
Student Senate, 2/22/02
Chancellor Werner, 8/30/02

Fifth Revised Version Approved:

University Planning and Budget Council, 1/27/06
Faculty Senate, 3/02/06
Staff Senate, 4/06/06
Student Senate, 4/07/06

Sixth Revised Version Approved:

University Planning and Budget Council, 4/2/10
Faculty Senate,
Staff Senate,
Student Senate, 4/23/10
Chancellor Vandegrift,

Seventh Revised Version Approved:

University Planning and Budget Council, 11/2/12
Faculty Senate: 2/11/13
Staff Senate: 12/8/13
Student Senate: 2/19/13
Chancellor Furst-Bowe: 3/12/13

Eighth Revised Version approved:

UPBC:
Faculty Senate:
Staff Senate:
Student Senate
Chancellor:
President's Report to FSEC
March 25, 2021

Meetings Include

March 11 and 19: Faculty Staff Appreciation Day Committee
Feedback from the Chancellor’s Council was discussed. It looks like we have settled on small thank you gifts combined with a few online events.

March 17: KPI Working Group Goal 2
Developed recommendations for retention and graduation rates. Final report on track for April 2.

March 19: Budget meeting with Provost, Vice Chancellor of Student Affairs and various members of their senior staff regarding Textbook Services

March 23: Constituency Heads Meeting with Chancellor
Higher education faculty and staff (including student workers) in vaccination group 1C eligible now. A system faculty staff working group on remote work will be forming. University of Illinois got FDA approval for their covid test – anticipate switching because we can get it free. Process won’t change substantially. IBHE is revising guidelines about mitigation. Mentioned textbook issue and Provost’s work on behalf of faculty. Encouraged transparency and faculty input in distribution of CARES 2 and 3 funding. Working to develop midpoint CHAPA reviews for vice chancellors (3 electronic survey) and 6 (full year reviews).

Asked to provide two faculty members for SIU Strategic Plan Goal Committee for Goal 5 “Faculty and Staff – Fostering an equitable environment where our diverse faculty and staff can be successful and satisfied” by March 26/ Kim Carter has agreed to serve. Looking for one more person.

March 22, 23, 24, 25 Meetings with Candidates for the System Vice President for Antiracism, Diversity, Equity, and Inclusion and Chief Diversity Officer

Upcoming Meetings include:

March 26 Diversity Council

March 26 Meeting with final candidate for the System Vice President for Antiracism, Diversity, Equity, and Inclusion and Chief Diversity Officer

March 26 System Faculty Advisory Committee

March 26 Meeting regarding Student Government Initiative – syllabus availability