The regular meeting of the Faculty Senate was called to order at 2:30pm on Thursday, April 1, 2021 via Zoom by President Laurie Rice.


Absent: Charles Berger (ex officio), Kim Carter, R. Duane Douglas (ex officio), Hernando Garcia, Jennifer Hernandez, Christienne Hinz, Adriana Martinez, Edward Navarre, Jeffrey Sabby (ex officio), Jayme Swanke, Dan Welch, Prince Wells (ex officio)

Excused: Marie Klopfenstein, Michael Shaw

Guests: Todd Burrell, Asha Kansal, Jim Monahan, J. T. Snipes

Public Comment:
There was no public comment.

Announcements:
Announcements were reviewed as listed on the agenda.

Consideration of Minutes:
The minutes for the March 4, 2021 meeting were approved as corrected.

Action Items:
There were no action items.

Unfinished Business:
There was no unfinished business.

New Business:
Revisions to Policy 1E1 University Admission were considered for Section A: Admission of Traditional First-Time Freshman. A task force was put together at the beginning of the academic year to look at admissions criteria. The committee was composed mostly of faculty members, but staff members were included for additional perspective. The major changes include removing gendered language, updating titles, redefining the definition of faculty to ensure it is not overbalanced by administration positions, and a revision of the SAT/GPA requirements to formalize the test optional approach that was previously approved. The proposal will come forward for a second reading in May.

Revisions to Policy 1E1 University Admission were considered for Section E:4: Applicants Whose First Language is Not English. The English Pathway Program was brought forward by Asha Kansel and Jim Monahan to create a program for students who do not have English as a primary language and do not meet University proficiency requirements to allow them to take courses related to their major as part of an onboarding process. It is an extension of the Intensive English Program (IEP) for students close to the cutoff. Students who do not pass a particular level are allowed to make a second attempt, but if they do not pass a second time they are removed from the program. Students who cannot complete the IEP would not be able to complete their degree program. The program will work with departments to identify courses that would be suitable, and an extension would require agreement from International Studies. The proposal will come forward for a second reading in May.

Amendments to the University Planning and Budget Council (UPBC) Operating Papers were presented for a first reading. Two new constituency groups have been recognized since they were last reviewed in 2013, and the Council has been operating outside of their papers to include them. The membership was changed to recognize the Graduate Council and the Black Faculty and Staff Association (BFSA), and a process was established for recognizing new constituency groups going forward. In addition to formatting changes, the amendments include a process for establishing a Chair Designee, clarification of quorums and meeting preparation, how the Committee for Higher Administrator Performance Appraisal (CHAPA) is composed and overseen, and a simplification of the process for evaluating the operating papers in the future. The proposal will come forward for a second reading in May.

The proposed constitutional amendment to include full-time, non-tenure track instructors and research professors was reviewed. Non-tenure track instructors would be added to the Faculty Senate as their own unit, and they would elect their own Senators. Senate membership would be increased by 10, allowing for the inclusion of non-tenure track instructors without impacting any academic unit’s representation or service opportunities. As a separate unit, they would be reapportioned by the Rules and Procedures Council each year according to existing procedures. Research faculty would be assigned to a unit as there is a very small number of them. The floor was opened to questions, and it was noted that the non-tenure track faculty prefer being treated as their own unit.

Proposed amendments to the Faculty Senate Bylaws were reviewed, which includes several changes that have come over the past year. Language on committee appointments and representation on University committees was added, the eligibility to serve as President-Elect was expanded to current and former Senators, the size of the Senate was given flexibility to adjust for reapportionment as
needed, binary gender references were removed, and the rules of order would change from Robert’s Rules to the Modified Feminist Process. Track changes and informational documents were shared and are attached.

The proposed Council structure for the Faculty Senate reorganization was reviewed, with a suggested effective date of January 2022. New Councils would need to have operating papers created, which could be addressed by an ad hoc committee. It was noted that a deeper discussion about program review is needed. Councils were asked to take a detailed look at the proposals in their next meeting. Rice thanked Temko for his leadership.

**Reports from Standing Committees:**
The University Planning and Budget Committee (UPBC) and the Illinois Board of Higher Education Faculty Advisory Council (IBHE-FAC) reports were posted to Teams and are attached.

**Reports from Council Chairs:**
The ballots for President Elect were sent out by the Rules and Procedures Council. Sheley was thanked for work on the Chancellor and Provost evaluations.

The Welfare and Governance Council sent a proposal for a new Dual Career Family Policy to the Provost Office for review.

The Curriculum Council, Faculty Development Council, Graduate Council, and President reports are attached.

**Adjournment:**
The meeting adjourned at 4:07pm.

Submitted by Anne Hunter, University Governance
FACULTY SENATE MEETING - AGENDA
Zoom Meeting ID: 989 5051 4481, Password: chimega
International Room, Morris University Center
April 1, 2021 – 2:30 PM

I. CALL TO ORDER
II. PUBLIC COMMENT
III. GUEST
IV. ANNOUNCEMENTS
   a. Appointment to SIU System Strategic Plan Goal 5 Committee – Kim Carter
   b. Faculty and Staff Appreciation Day – April 15
   c. Board of Trustees Meeting – April 29
   d. Continuous Improvement Conference Webinars:
      i. Tenure & Time Management: How to Manage Your Time So You Can Publish Prolifically
         AND Have a Life Beyond the Ivory Tower – Wednesday, May 12 from 9am-11am
      ii. Post-Tenure Pathfinders: How and Why to Chart Your Own Path After Winning Tenure –
          Thursday, May 13 from 9am-11am

V. CONSIDERATION OF MINUTES
   a. March 4, 2021

VI. ACTION ITEMS

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS
   a. Policy 111 English Pathway Program. Guests: Asha Kansal and Jim Monahan
   b. Policy 111 Admission Criteria. Guest: Todd Burrell
   c. University Planning and Budget Council Operating Paper Revisions
   d. Faculty Senate Reorganization, Amendments to the Faculty Senate Bylaws, and Constitutional
      Amendment updates and opportunities for input

IX. REPORTS FROM STANDING COMMITTEES
   a. UPBC – Ann Popkess
   b. IBHE Faculty Advisory Council – Susan Wiediger

X. REPORTS FROM COUNCIL CHAIRS
   a. Faculty Development Council – Tim Jacks
   b. Curriculum Council – Keith Hecht
   c. Rules & Procedures Council – Ezra Temko
   d. Welfare and Governance Council – Stephen Kerber & Jingyi Jia
   e. Graduate Council – Yuliang Liu
   f. Past-President – Jocelyn DeGroot Brown
   g. President-Elect – Duff Wrobbel
   h. President – Laurie Rice

XI. ADJOURNMENT

Next Faculty Senate Meeting Thursday, May 6 at 2:30 p.m.
Policies

Policies & Procedures

Admissions

University Admission Policies - 161

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 (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 (36 months prior to the fall cohort entry term), the EMC will finalize first-year 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.

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, Instructional Services, or designee

*At least one faculty member will be selected to serve on the Admissions Review Committee. One faculty member will be required to attend each meeting. The Admissions Review Committee will convene as needed.

Admission decisions will support SUIE’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, 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.

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. Admission Criteria

Priority considerations 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 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 23, SAT ERW + M of 1200, or higher and who also 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 subscore of 21 or above and an ACT Reading subscore 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 subscore 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 (960 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 score 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 (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
   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 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.

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 such course work at the previous regionally-accredited school(s) attended 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, etc.), 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 NASPA: 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 (22.C.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 insurance 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 Services website.

Health Services 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 NASPA: 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 where 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 NASPA. 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 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 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 22 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 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 pursuit of the Intensive English Program (IEP) 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 both 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 re-admitted with an undeclared major. These students may request a new major through the admission 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.

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 pursing 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 files 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 SUU 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 SUU. Three-year degrees, other than degrees from a Bologna member institution, will be evaluated by the Office of Graduate and International Admissions and the Graduate School using current best practice standards to determine equivalence to a four-year U.S. baccalaureate. Any noted deficiencies or prerequisites 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-bearer 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 hold 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 13R 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 allow for the completion of all requirements for 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 a 27 months duration. For PharmD students at SUU 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 2.5 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 bachelor/graduate and master's degree programs must have a minimum 3.0 cumulative GPA. Students must be accepted by the program in which they intend to pursue degree 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 136 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.

3. 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 lab)</td>
<td>6</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 lab)</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>
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<tr>
<td>Cell and Molecular Biology</td>
<td>1</td>
</tr>
<tr>
<td>Histology</td>
<td>1</td>
</tr>
<tr>
<td>Immunology</td>
<td>1</td>
</tr>
<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.
Entrance 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.

2. 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.siue.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 60 new students to be admitted each fall term. For this reason, achieving the minimum prerequisites and grade criteria does not guarantee admission.

Approved by Chancellor effective 8/1/20

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

Document Reference: IDI
Origin: CC 18-18/19; DC 22/90; DC 49/80; DC 61/90; DC 77/91; DC 6/13/92; DC 8/27/92; DC 6/8/93; DC 9/7/95; OP 9/14/95; OP 9/18/96; OP 9/16/98; OP 9/7/94; CC 1-95/00; PWC 12/2/99; CC 12 & 13-99/00; CC 13-99/00; CC 23, 24 & 29-99/01/CC 29-04/04; CC 24-30/04; CC 24/98/04; GR 1-94/95; CC 23-26/95; DR 9/12/03; CC 13/ 12/13 & GR 9/21/13; GR 13/14-03; CC 42-15/16; GR 11/18-02 & CC 13-17/18; CC 18-19-15 & CC 22-10/19; CC 07-18/20; DC 8/6/20

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

<table>
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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 Belobradic, 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-Wilmshmeyer; 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 “Freshman” 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 exists 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
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”

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 University’s 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*
(1) Faculty, appointed by Associate Chancellor for Institutional Diversity and Inclusion or Vice Chancellor for Equity, Diversity and Inclusion.

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

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

*A pool of four faculty will be selected to serve on the Admission Review Committee. Each faculty member will be required to attend each meeting. The Admission 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.

The admission policy will be reviewed every three years by the 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. 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 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 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** and

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 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

**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
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)
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 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 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 18 (960 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.
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”

### Admission of Traditional First-Time Freshmen

#### A. Undergraduate First-Year Student Admission

### 1. 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 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. 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 from the Office of Academic Advising, or designee
(1) Director, Instructional Services from the 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.

### 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. 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.

<table>
<thead>
<tr>
<th>TERM</th>
<th>PRIORITY FILING DATE</th>
<th>FINAL APPLICATION DEADLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>December 1</td>
<td>May 1</td>
</tr>
<tr>
<td>Spring</td>
<td>October 1</td>
<td>November 1</td>
</tr>
<tr>
<td>Summer</td>
<td>March 1</td>
<td>April 1</td>
</tr>
</tbody>
</table>

### 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.

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 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 (QQR 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 2023 through Fall 2021)
FS #01-20/21 approved by Chancellor on September 11, 2020

F. 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

A high school GPA 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 GPA 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.
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 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.
**Original and current 1e1 policy:**

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(graduate) academic terms with time extensions authorized by International Admissions for undergraduate students and by individual academic departments for graduate students.
**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.

<table>
<thead>
<tr>
<th>Course Map: Undergraduates</th>
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<tbody>
<tr>
<td><strong>Entry Skill Level</strong></td>
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<tr>
<td>Intensive English Program</td>
</tr>
<tr>
<td><em>(IELTS Level 5.0 or equivalent)</em></td>
</tr>
<tr>
<td>Intermediate Pathway</td>
</tr>
<tr>
<td><em>(IELTS Level 5.5 or equivalent)</em></td>
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<tr>
<th>Course Map: Graduates</th>
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<tr>
<td><strong>Skill Level</strong></td>
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<tr>
<td>Intensive English Program</td>
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<tr>
<td><em>(IELTS Level 5.0 or equivalent)</em></td>
</tr>
<tr>
<td>Advanced Intensive English Program</td>
</tr>
<tr>
<td><em>(IELTS Level 5.5 or equivalent)</em></td>
</tr>
<tr>
<td>Advanced Pathway</td>
</tr>
<tr>
<td><em>(IELTS Level 6.0 or equivalent)</em></td>
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*Full-time degree program*
## Intensive English Program (IEP) Pathway Proposal

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

**English Proficiency Score Placement Equivalencies:**

Note: The score equivalencies below apply to all tables in this proposal.
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two academic terms with time extensions authorized by International Admissions for undergraduate students and by individual academic departments for graduate students.
OPERATING PAPERS
UNIVERSITY PLANNING AND BUDGET COUNCIL
Southern Illinois University Edwardsville

I. 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 Body 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 respective 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.

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 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-designate will be selected by the three senate presidents, subject to the concurrence of the Chancellor. If this person is not a member of the Council, he or she will participate on the Council as an ex-officio member beginning on July 1 and continuing until he or she becomes chair. If this person is a member of the Council, the head of whatever constituency he or she represents shall appoint another member of that constituency to serve the balance of the chair-designate'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. 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.

B. 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 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.

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

D. Minutes and announcements of the Council meetings will be forwarded to the Chancellor of the University, the line officers reporting to the Chancellor, and each of the constituency heads, as well as all Council members.
IV. Committees

A. Standing Committee

The standing committee of the UPBC will be the Committee for Higher Administrator Performance Appraisal (CHAPA).

This committee will establish procedures for evaluating the work performance of the Chancellor, as well as the line officers reporting to the Chancellor, 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 constituency senate presidents from their respective constituencies. 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. 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

The University Planning and Budget Council shall appoint ad hoc committees as needed. Such committees may 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. The three constituency 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

The University Planning and Budget Council shall meet at least twice each month 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.

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

A quorum shall consist of at least half of the total voting membership of the Council.

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

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

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
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.

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 Lazo, 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, 3/02/06  
Faculty 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 Furiel-Bowie: 3/12/13
1. Membership

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

1. Voting Members
   a. Constituency
      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 NIAE 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 another 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, 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, resignation, 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 according to the statute, 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.
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 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-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 beginning in the third year of the chair-designee’s term. 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. Responsibilities: 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. Serves as the University Building and Facility Naming Committee, when

Commented [PA3]: Removed non-inclusive gender language and clarified how chair designee is appointed

Commented [PA3]: Now -- new policy 5.4.1
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 and Staff Association: 2 representatives
   e. Student Senate: 2 representatives

Commented: Classification of the current function of UPBC

Deleted: The three constituency bodies

Deleted: C

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Deleted: Standing

Deleted: The standing committee of the UPBC will be

Deleted: 1

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Deleted: will establish procedures for

Deleted: as well as the

Deleted: line offices reporting to the Chancellor

Deleted: and will

Deleted: monitor the implementation of such procedures.

Commented: (PAS): Includes appointments of recognized constituency bodies.
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

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

These operating papers may be amended by a two-thirds majority of the voting members at a Council meeting.
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.

**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.

**Original Approval:**
- University Planning and Budget Council, 5/7/91
- Faculty Senate, 5/16/91
- Staff Senate, 6/20/91
- Student Senate, 3/31/91
- President, 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, 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 Belcher, 1/31/96

**Third Revised Version Approved:**
- University Planning and Budget Council, 11/22/96
- Faculty Senate, 12/3/96
- Staff Senate, 6/29/98
- Student Senate, 6/29/98
- Chancellor Warner, 6/29/98

**Fourth Revised Version Approved:**
- University Planning and Budget Council, 10/26/01
- Faculty Senate, 2/7/02
- Staff Senate, 1/16/02
Student Senate, 2/22/02
Chancellor Warner, 8/30/02

Fifth Revised Version Approved:

University Planning and Budget Council, 1/27/06
Staff Senate, 3/02/06
Faculty 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: 12/8/12
Student Senate: 2/19/13
Chancellor Pest-Burke: 3/12/13

Eighth Revised Version Approved:

University Planning and Budget Council, 1/12/2021
Faculty Senate,
Staff Senate,
Student Senate,
Chancellor Penbrook,
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 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 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 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 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 according to the statute, 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. Responsibilities: The University Planning and Budget Council has the responsibility for advising the Chancellor of the university concerning university planning. Its functions include:

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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.

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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

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 maybe 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 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 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 Belck, 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 Belck, 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 Belck, 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, 4/06/06
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-Bowie: 3/12/13

Eighth Revised Version approved:
UPBC: 3/5/2021
Faculty Senate:
Staff Senate:
Student Senate
Chancellor:
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 of the faculty senators appointed to 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 such as Student Senate and University Staff Senate.

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

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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 and subcommittees 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 must be a member of that Council. The Graduate Council may establish and terminate its own standing committees.

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

G. 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.

H. 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 change 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 grievance; 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.

5. 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. Committee appointees are responsible for reporting relevant business and actions of the committee to Faculty Senate.

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 matters. The Governance Council shall convene Governance Impact Committee members together 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 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 Rules and Procedures 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 deposed 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 of the faculty senators appointed to UPBC shall be senators who are appointed 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 his/her place.

D. Upon recognition of a vacancy, the Executive Committee shall inform the Rules and Procedures 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 Rules and Procedures 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 his/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 Rules and Procedures 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 Rules and Procedures/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 and 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. They/He/She 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/their duties. He/She/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 his/her/their regular term of President. In the event of a vacancy in the office of the President-Elect, the Rules and Procedures 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 Rules and Procedures Governance Council. The Chair of the Rules and Procedures 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 Rules and Procedures 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, 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: an 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 letter. 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. 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, 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 such as Student Senate and University Staff Senate.

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
42. 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

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

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

46. Graduate Council. F. 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 the Faculty Senate members to membership on each Council. Such membership shall be composed of at least three or twelve members of the Faculty Senate. Councils may add additional and no more than two members from outside Faculty Senate; of 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 and subcommittees 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 the Council. The Graduate Council may establish and terminate its own standing committees.

F. As described in Article V, Section C of the Constitution, the Graduate Council shall also be considered a standing Council of the Faculty Senate.
Additional Standing Committees may be established by amending these Bylaws.

G. 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.

H. 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.

H1. 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 and Policies 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, counseling, technology, and support services.

   d. Faculty Development, Adjudication, & Welfare Council
The Faculty Success Council (FSC) 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;
- 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, research, 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; and
- To review EUE proposals and make recommendations to the Provost and Vice Chancellor for Academic Affairs on the allocation of EUE funds.

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.

The Welfare and Governance Council is responsible for formulating and recommending to the governing body of SIUE 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 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.

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, including formal policies and procedures; the restructuring of departments and schools; liaison with internal bodies; e.g., Student Senate; and the趯�evaluation of the Chancellor and the Provost and Vice Chancellor; recommending committee appointments to the Faculty Senate; and coordinating with the University Governance Office to track committee appointments and 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. Committee appointees are responsible for reporting relevant business and actions of the committee to Faculty Senate.

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 matters. The Governance Council shall convene Governance Impact Committee members together 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 SIU faculty (as defined in the Faculty Senate Constitution) not represented under a current labor contract, 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.

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.
Proposed changes to FS Bylaws

The bylaw revisions are proposed to go into effect beginning January 1, 2022 (so that the additional work needed for a smooth transition can take place, e.g. development of council operating papers).

Councils

- Graduate Council was left as is.
- Curriculum Council was split into an Undergraduate Curriculum & Program Oversight Council and an Undergraduate Academic Policy & Planning Council.
  - This council has a heavy workload and the oversight/review responsibilities can interfere with the ability to proactively and reactively consider academic policy more broadly.
- Faculty Welfare Council and Faculty Development Council were combined into a Faculty Development, Adjudication, & Welfare Council.
  - The workload/jurisdiction of these councils has diminished, both with the FA and professionalization of faculty development. They fit together as both are about faculty success.
  - The council has broadened attention to include matters of inclusive and efficient governance. The Governance Council is also charged with recommending university committee appointments to the Faculty Senate president.
- A new council is proposed: University Budget, Finance, & Operations Council
  - There has been much interest by faculty members in having more of a voice in financial/budgetary issues.

This would make 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 (Curriculum Council’s) Standards & Policies committee would no longer exist, because that would be the primary charge of the council as a whole.
  - There was interest in creating a committee to address student issues related to academics, from advising to housing to conduct to inclement weather policy.
These issues also currently have no home, so when they come up Faculty Senate either has little voice or they go to the Executive Committee or full senate. The reorganization working group felt this would fit well under the Academic Policy & Planning Council given our academic interest in these issues, and given that we thought at this point it did not need to be its own council.

- The Undergraduate Curriculum & Program Oversight Council would have two standing committees: the existing Appeals Committee, and then a committee that combines three other committees (Undergraduate Courses, Program Review, & Graduation Appeals Committee).
  - We want to review the process and charge of course proposal consideration and program review this fall to optimize the process so it is as useful and efficient as possible. Depending on what the workload looks like, this committee could establish subcommittees with different charges.
  - The bylaw language stating that “it is desirable that a majority of each committee consists of members of the Faculty Senate” was deleted, with the idea that, for example, Program Review could be completed by a committee of majority non-Faculty Senators and that that would be desirable.

- The University Budget, Finance, & Operations Council would have an Academic and Support Services Committee (e.g. academic calendar, counseling, technology, support services).

- 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 an Unrepresented Faculty Welfare Committee.
  - The Faculty Grievance Committee and University Committee for Family-Friendly Policy Implementation rarely meet but still require filling with seats for when grievances/requests arrive.
  - While the FA and NITFA advocate for faculty welfare on provisions relevant to their collective bargaining agreements and ensure enforcement of these agreements, there is no union representation for instructors or professors in SODM (48 TT faculty, 1 instructor), SOP (39 TT faculty, 1 instructor), or SON (22 TT faculty, 30 instructors). The Unrepresented Faculty Welfare Committee would therefore work on faculty welfare issues unique to unrepresented faculty.

- 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.

**List of 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
6. Graduate Council

Membership, Apportionment

- Full-time instructors were added to Faculty Senate and would elect their own senators. The size of senate was increased from 39 to 49 proportional to account for adding these members without reducing representation from any existing academic unit.
- 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 STEM Center and NCERC.
- 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.

Additional Changes

- Binary gender references (e.g. his/her) were changed to be gender-inclusive.
- All councils were charged with attention to matters of inclusion, equity, access, efficiency, communication connections, communications, sustainability, transparency, and governance.
- It is proposed to change the Faculty Senate’s operating procedures 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, but this was not stated in the current bylaws.)
• Previously discussed language on committee appointments / FS representation on university committees was included. Currently the FS bylaws do not contain any language about FS having representation on committees or that we appoint to these committees. Language was also added that committee appointees are responsible for reporting back to the senate regarding relevant business/actions of their committee.
Sample Modified Feminist Process: Quick Guide

- Meetings start with Check-ins, where who is in the room is acknowledged/introduced, along with their role. Guests introduce themselves and share their purpose for attending the meeting.

- **Guests**
  - Welcome! If you are bringing an item to this body, you will be placed under *Outside Business*. This is always at the beginning of the meeting, right after Check-ins.
  - After you have discussed your item, you are welcome to leave or to stay for part of or the rest of our meeting. Our meetings are open to the public.
  - You may fully participate in discussions, but you may not make proposals, make process suggestions, give general feelings, or vote.

- **Discussion Protocol:**
  1. **Introduction** of a proposal or topic
  2. **Clarifying questions**: objective, factual questions that aim to clarify the proposal. This is not time to voice opinions on the proposal.
  3. **Discussion**: Moves through a “stack,” the list of the persons wishing to speak. The facilitator takes stack; stack is not first-come first-serve; the facilitator is encouraged to use stack to adjust power dynamics and strive towards consensus (e.g. someone who has not yet contributed to the conversation may “jump” stack, meaning they move to the front of the list to speak).
  4. **General feelings** are taken on voting.
  5. **Voting**: a majority must vote in favor of a proposal for a proposal to pass.

- **How to:**
  - **Speak**: Signal the facilitator who will place you on stack, the list of persons wishing to speak.
  - **Register your agreement with something being said**: Knock lightly on the table (or in the air if there is no table).
  - **Jump stack to ask a clarifying question**: Signal the facilitator, making a c with your hand, to ask a clarifying question to someone who has just spoken.
  - **Request the opportunity to jump stack to give a direct response**: Signal the facilitator, making a d with your hand, to ask someone who has just spoken if you have factual information to provide regarding their statement. If the person does not give you permission to provide a direct response and you would still like to make your comment, you can signal the facilitator to be added to stack.

- **How to – for voting members only:**
  - **Make a process suggestion or proposal**: Signal the facilitator, making a p with your hand. These always jump stack and do not require a second.
  - **Give general feelings**:
    - $\Up$ = positive
    - $\Down$ = negative
    - $\Theta$ = indifferent, apathetic, or mixed
  - **Vote**: Raise your hand when a vote is called (most common voting process).
Sample Modified Feminist Process: Procedural Guidelines

Section 1. General Procedures

A. All meetings of this body are open to the public. If meetings are held in a room with a closed door, a note must be placed on the door.

B. Minutes will be taken at all official meetings of the body; they will be a matter of public record and available online. Minutes will include the names of the voting members present and voting members absent, and any guests present. Minutes are subject to review and approval of the body they are for.

C. Sixty (60) percent (rounded to nearest whole number) of the filled voting positions of the body constitutes a quorum necessary for conducting regular business. If fewer than this number are present, business proceeds as usual unless a voting member calls quorum, in which case the meeting can continue with discussion but no votes may be taken.

Section 2: Agenda for Meetings

The Executive Committee is responsible for the meeting agenda. Any voting member in good standing may propose adding an item to the agenda by contacting the President. Any proposed items will be considered by the President and/or Executive Committee for inclusion on an upcoming agenda or otherwise referred to the appropriate venue for consideration.

The standard agenda items are as follows and come in this order:

A. Check Ins and Introductions of Guests: Guests are introduced as they come in or at the beginning of the meeting. Members-at-Large, voting members, and ex-officio non-voting members are introduced by academic unit and council.

B. Approval of the Minutes: changes to the last meeting’s minutes are noted; the minutes are approved by general feelings.

C. Approval of the agenda: additions may be made, approved by general feelings.

D. Outside Business: Any business that a guest proposes takes precedence over internal business.

E. Reports: Officers, council chairs, and committee appointees give updates or raise items that are relevant for the body’s consideration.

F. Internal Business: All of the body’s business falls under this category.

G. Check-outs and Evaluations: At the end of the meeting, there is an opportunity for feedback on how the meeting went and to comment on the process of the meeting. Important considerations include whether the process was followed, the effectiveness of the facilitation, whether everyone got a chance to participate, whether the discussion was
intimidating or uncomfortable, etc. Both positive and negative points should be raised and solutions offered. Use this time for constructive criticism.

Section 3. Proposals

A. Proposals may only be made by voting members in good standing, although the authors need not be voting members.

B. All proposals deemed by the author or proposer as meriting a formal vote are to be submitted in writing at least three days directly preceding the meeting at which they are to be proposed. Counter-proposals that arise in the course of a discussion are exempt from this process. If possible, members should be given the time to look over a proposal and give suggestions before meetings.

C. Written proposals should include a motion, background on the motion, pros and cons regarding the motion, and other considerations related to the proposal. Only the actual motion will be voted on.

Section 4. Procedure for Discussions

Discussion topics and proposals are handled as follows:

A. Discussion of a proposal begins with an introduction by the person making the proposal or bringing forth the discussion topic. The introduction should always specify the body’s role in the proposal (whether to vote on it, consider it, etc.)

B. The floor is then open for clarifying questions, which should be objective and factual. The time for clarifying questions is restricted to questions that are objective, factual, and aim to clarify the proposal. For instance, “when will this proposal take effect?” is acceptable, but “Isn’t this proposal a bad idea?” is not. Before moving on to general discussion, all of the members should fully understand what is being discussed.

C. Only after all clarifying questions have been asked is the floor open for general discussion, which is the time for members and guests to offer their opinion, debate, and suggest any amendments.

1. The facilitator takes stack, the list of persons wishing to speak. The facilitator will call on persons to speak. If someone wishes to speak, that person must signal to the facilitator, who will write down the name of that person. The facilitator may also designate another member to take stack.

2. A speaker is permitted to request a direct response from a specific individual, so long as the direct response is factual in nature.

D. Moving towards a vote
1. Before a vote, a proposal’s sponsor is allowed a minute for closing remarks, and should restate the wording of the proposal, to the extent that it is unwritten or has been modified, so that all are clear about what it means to be “in favor.”

2. When discussion is finished, the body should move into a vote on any proposals or move onto its next agenda item. When one or more proposals are on the table and stack has been finished, the facilitator asks for general feelings on voting or for a different process suggestion.

   a. If general feelings are negative, the proposal may be discussed further, tabled, or sent to a subgroup for revisions.

   b. If general feelings are positive but there were thumbs pointed down, the facilitator asks if any voting member has a major objection to voting. Any voting member who objects explains why and there is a brief discussion only about the objection. If the dispute cannot be resolved through compromise, the facilitator calls for a formal vote to override the objection and normal procedures follow.

Section 4. Process Suggestions are ways of steering the direction of discussion and can contribute greatly to efficiency. Process suggestions can be made at any time, without waiting for stack, and require an immediate vote. To make a process suggestion, signal the facilitator by forming a P with your hand. Only voting members may make process suggestions.

Some common process suggestions are:

1. “I move to close stack”—if approved, anybody who wants to join stack has one final opportunity to do so and then it is closed. When stack is exhausted, discussion is over. Note: another useful process suggestion is to reopen stack.

2. “I move to table this proposal”—Tabling a proposal removes it from discussion during that meeting. This proposal is appropriate if a proposal is taking too much time when there are other pressing matters, or if it needs more work. Stack does not finish if a proposal is tabled.

3. “I move to limit speaking time to X minutes”—If this motion passes, a timekeeper clocks each speech and calls “time” when a speaker has reached the limit. This motion applies only to a specific discussion and not to the rest of the meeting. The process suggestion is useful at particularly verbose meetings or when facilitation has not been aggressive. Strict time limits, however, can hamper serious discussion of complex issues and may make people uncomfortable.

4. “I move to limit/extend discussion time to X more minutes”—Sets or extends a time limit to the discussion. When the time runs out, stack is considered closed.
Section 10. Voting
There are several types of votes. Each is more appropriate than others for certain situations.

A. Process Voting

1. Process votes includes all process suggestions and simple organizational matters, such as closing stack, internal appointments, or setting a date for a meeting.

2. Process votes are decided by general feelings, a system set up to frequently take the pulse of the group.

3. Voting members indicate their vote with a thumbs-up, thumbs-down, or thumbs to the side (indicating indifference).

4. The facilitator decides whether the thumb array indicates general feelings of mostly positive, mostly negative, or mixed.
   a. If the response is mixed, the body should return to discussion, while positive or negative response indicates passed or rejected, respectively.
   b. If response is mostly positive with a few strong negatives, the facilitator should ask the objectors to state their objection and a brief discussion of the objection may ensue.
   c. If a dispute cannot be resolved through compromise, a formal vote should be taken.

5. Any voting member may call for a formal vote instead of general feelings at any time.

B. Formal Voting

1. Every present voting member must vote. A voting member may vote for or against a proposal, or abstain.

2. There are three kinds of formal votes, listed here in order of increasing formality. Any voting member may call for a more formal method of voting at any time.
   a. The hand vote is used for most formal proposals and for issues too contentious to be decided by a simple process vote.
      1) Hands are raised in favor, against, and in abstention, and the number of each is recorded by the University Governance Office Support Specialist or designee.
b. The roll call vote is used for any issue deemed too important for a hand vote.

1) In roll call votes, the names of all voting members are called and their names and votes recorded. The roll call tabulation explicitly notes which voting members are absent on a given vote.

c. Since roll call votes are given one at a time, there is the possibility that one member’s vote may influence another’s vote. If a voting member suspects this may be an issue, that member should call for a ballot vote.

1) In a ballot vote, all votes are written down on paper or electronically submitted, along with the voter’s name. The votes tabulated by the by the University Governance Office Support Specialist or designee. The names of the voting members are recorded along with their votes. Absences are also noted.

2) Because Faculty Senate is a public body, secret ballots (in which case members do not write their names on their ballots) are prohibited.

3. Approval Voting

a. When a number of proposals are on the floor, and especially, for example, when approval is being sought for a long list of items, slate voting may be used to hold one formal vote for the entire list, called a slate. Any voting member in good standing may unilaterally pull an item from the slate for discussion or to be voted on separately.

b. When two or more conflicting proposals are up for a vote at the same time, an approval vote may be held to determine which proposal will be accepted, if any. A hand vote is taken on each proposal to determine which of the competing proposals is the most popular. Members may vote for as many of the competing proposals as they wish, but they may not vote against any. The most popular proposal is then subjected to a formal vote to determine whether it passes. If the proposal does not pass, the proposal receiving the next most votes in approval voting is voted on, and so on, until a proposal passes or all have failed.

4. Online Voting may be occasionally necessary if there is a time-sensitive matter that may need a more immediate vote. This should be avoided if at all possible as proper discussion cannot be had. However, it is occasionally necessary. The Executive Committee may determine a process to use, usually allowing a certain amount of time for online discussion before voting begins. This process must comply with state law, including that the voting takes place within the context of a meeting (e.g. electronic gathering) that is in a publicly-accessible electronic format.
5. If a voting member is unable to attend for good cause, that member is expected to have their designated alternate attend the meeting to attend in their place. There is no other form of proxy or absentee voting.
   a. Members who will be absent from a meeting may send a written statement to
      the University Governance Office Support Specialist to be presented at said
      meeting.

C. Determining if a proposal passes

1. Unless otherwise specified, all formal votes are decided by majority.

2. For all votes more formal than general feelings, abstentions are considered to count toward quorum for the vote. For example:

   1) If a vote is 2 for and 3 against, with 10 abstentions, the proposal would fail due to a lack of support, not because the abstentions invalidated the vote.

   2) If a vote requires a 2/3 majority of those voting, and the vote is 9 for and 4 against, with 2 abstentions, the vote would fail. A two-thirds majority is 10 in this case, 2/3 of those present, not 9, 2/3 of those voting and not abstaining.

   3) For all votes where half of those voting are in favor, and fewer than half are opposed, the motion will carry. For example, a vote of 8-7-1 will pass.

   4) If a vote is 3 for and 2 against, with 10 abstentions, the proposal would pass. There are more votes in favor than opposed, and the abstentions count towards quorum for the vote.
Feminist Process: Philosophy, Rationale, & Considerations

Section 1. Why a feminist process?

A. A feminist process is an inclusion and consensus-oriented way of structuring debate. This system of conducting business is intended to address the disparity of power in our society and make sure that everyone is heard.

B. The aim of a feminist process is to allow for consensus-based decisions that take into account all divergent viewpoints. This is mainly accomplished by structuring debate to include more people through a voting procedure that lets an individual voice strong concerns in a prominent manner. It strives for consensus, though it does not mandate it, but by incorporating everyone’s ideas attempts to reach a compromise with which everyone can live.

C. Its development is linked to awareness that inclusive and positive processes are central to an organization’s ability to serve the interests of its constituents.


A. The Power of Letting Go- encourages change emerging out of awareness of collective integrity; leadership inspires a balance between the interests of each individual and the group, between self-knowledge and cooperation.

B. The Power of the Whole- values the flow of new ideas; images and energy from all, nurturing mutual help networks that are both intimate and expansive. The sharing of knowledge and skills is viewed as healthy and desirable.

C. The Power of Collectivity- values the personal power of each individual. A group decision where each individual has participated in reaching consensus is viewed as more viable than a decision made by any one individual and stronger than a decision made by a majority.

D. The Power of Unity- shares the responsibility for decision-making and for acting upon those decisions in a lateral network. This process values thoughtful deliberation and emphasizes the integration of variety within the group through the process of transforming conflict.

E. The Power of Sharing- encourages leadership to shift according to talent, interest, ability, or skill; emphasizes the passing along of knowledge and skills in order that all may develop individual talent.

F. The Power of Integration- views situations in context without arbitrary value-laden judgments. In the process of participating all members act with self respect and respect towards other participants.
G. The Power of Distribution - takes into account disparities in material resources that may be present among different individuals in the group or in the society as a whole. The need to equitably share these resources is respected.

H. The Power of Diversity – encourages creativity, values alternative views, and encourages flexibility. The expression of dissenting views is expected and all points of view are integrated into decisions.

I. The Power of Responsibility – focuses on demystification of the processes and insists on naming and/or being the agent. Open criticism and self-criticism is encouraged, motivated by respect and for the betterment of the individual and the group.

Section 3. What we are trying to avoid

A. Meetings where two people argue back and forth for the whole time and nothing gets done.

B. Meetings where some people are never heard because of interruptions by others.

C. Voting on measures when some feel that their concerns have not been addressed or listened to.

D. Meetings where critical decisions have been already been made behind closed doors or among a select subset of the group.

E. Meetings that leave the group exhausted, frustrated, angry and/or thinking “there has got to be a better way.”

F. Most importantly, we must avoid being crippled by tyrannies of silence or repetition. Whenever individuals stay silent when their viewpoint has not been expressed they deprive the group of the benefit of a viewpoint that otherwise will not be taken into account. On the other hand, not every individual needs to address every issue. If your viewpoint has already been expressed you need not repeat what has already been said, although it may be important to signify that you agree with what has been said, which is normally done by lightly knocking on the table.

Section 4. Facilitation

A. Feminist Process requires competent facilitation. If this is in place, then meetings can be productive and empowering. Good facilitation helps the group focus and act in a democratic way and gives everyone an equal chance to participate.

B. Good Facilitators:

   1. Make sure the environment is conducive to group participation through the elimination of side conversations and other disturbances.
2. Make sure that the participants know what is being asked of them, whether it’s
general discussion or a more specific process, such as voting.

3. Carefully think about on whom to call, when, and how often. They do not let a
few people dominate the conversation, which is why stack is not first come, first
serve. People often don’t participate if they are uncomfortable with the dynamics;
the facilitator’s job is to make them feel comfortable while stressing the
importance of participation.

4. Often the facilitator does not take a strong role in voicing concerns and issues.
When the facilitator does voice the facilitator’s views, that person needs to make a
distinction before the comment between the person’s role as a facilitator and the
person’s role as a participant. Co-facilitation is also allowed, and may be
beneficial.

5. Do not let people speak out of turn, nor let them engage in back and forth
dialogue.

6. Do not let people ramble or become repetitious—a facilitator breaking in on
someone who is doing this should not be viewed by the speaker as a personal
insult, but rather as an important key to keeping the discussion moving.

7. Go into a meeting with a plan about how to organize each discussion.

8. Do not let minority or dissenting opinions be ignored. Before closing a
discussion it is vital to make sure that everyone is ready to move on.

9. Do not let people direct respond to a speaker, unless agreed to by the speaker or
requested by the facilitator.

10. Write down the major points that people are making. Periodic summary of
what has been said, what the goals of the discussion are, and how much time is
left helps keep the group on track and cuts down on repetition.

11. Bring the discussion to a concrete end, allowing the group a sense of closure
and accomplishment.

12. Though the discussion is being conducted by the facilitator, the will of the
group as a whole is the guiding force in the process. The facilitator will often ask
for general feelings, indicated by a thumbs up, down, or indifferent horizontal as a
way to gauge how best to shape the discussion or meeting. This is an important
mechanism that quickly and effectively makes sure that the overall will of the
group is being followed.

Section 5. Participation
A. The other side of the coin is good participation and “self-facilitation.” This is equally as important to a successful meeting.

B. Good participants:

1. Listen. It is not as obvious as one may think.

2. Ask questions if they have them.

3. Self-facilitate. Don’t repeat arguments that have already been stated in discussion or in the proposal itself. Part of professionalism is being polite.

4. Take notes before they speak, which helps prevent them from rambling.

5. Respect the stack.
   a. A direct response is used when a person not speaking has factual information to provide to the person speaking. Direct responses are only appropriate if they clarify some factual aspect of the issue, not for furthering an opinion (e.g. “I think the forum is on Thursday, but I’d like a direct response from someone who really knows”).
   
   b. Jumping stack (speaking out of turn) is to be abhorred.

6. Speak concisely and precisely.

7. Don’t use references only a few people will understand. If they are bringing up an obscure point, ask if anyone needs an explanation.

8. Don’t take things personally. Don’t mistake criticism of an idea for an attack on one’s character. Respect others’ opinions. Opposition is inevitable.
*While standing committees (as opposed to ad hoc committees) are required to be in FS bylaws, only Curriculum Council’s standing committees are there at present. The rest are in council OPs.*
4/1/2021 proposal

Councils

Standing Committees

Executive Committee
Nominating Committee

Faculty Development,
Adjudication, &
Welfare

Awards
Unrepresented Faculty Welfare
Faculty Grievance &
Family-Friendly Leave Request

Undergraduate Curriculum
& Program Oversight

Assessment
Undergraduate Courses, Program
Review, & Graduation Appeals

Undergraduate
Academic
Policy & Planning

General Education
Student Success

Graduate

Determined by Graduate Council

University Budget,
Finance, & Operations

Academic & Support Services

Governance

Governance Impact
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, 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, 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, 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)
Constitutional amendment: (x7)
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.

Corresponding by-law language:
The Faculty Senate shall consist of 49 proportionally elected members and the [12] faculty-elected members of the Graduate Council with the 49 proportionally allocated to and elected by the various academic units, as determined by the Rules and Procedures 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 Rules and Procedures Council. Representation of additional units may be added by majority vote of the Faculty Senate.

University Faculty (assistant/associate/full professors) & Clinical Professors
- Faculty Senate currently represents 538 faculty members.
- The FA represents those in CAS, SEHBB, SOE, SOB and LIS.
- The 538 faculty are split across the university as follows: CAS 249, SEHBB 78, SOE 59, SODM 48, SOP 39, SOB 38, SON 22, LIS 14.

Non-tenure track full-time Instructors
- There are currently 142 non-tenure track full-time Instructors.
- The NTTFA represents instructors in CAS, SEHBB, SOE, and SOB.
- The 142 non-tenure track full-time instructors are split across the university as follows: CAS 63, SON 30, SEHBB 19, SOB 17, SOE 9, SODM 1, SOP 1, STEM Center 1, Student Affairs 1, LIS 0.

Research professors
- There are currently 4 research professors: two research assistant professors and two research associate professors.
- The 4 research professors are split across the university as follows: SIUE STEM Center 2, National Corn-to-Ethanol Research Center (NCERC) 1, SOP 1.
IBHE-FAC report for the SIUE Faculty Senate meeting on 1 April 2021

The IBHE-FAC met on 19 March 2021 via Zoom.

Representative Katie Stuart (D-112) joined us for conversation. She will be chair of the House Higher Education Committee and is involved with the bipartisan Higher Education Working Group, so we explored a range of topics including mission creep, dual credit, the value of broad foundations and career and technical education, edTPA (for K-12 licensure), MESH vs STEM, and equity lenses.

Shawn Schumacher, FAC chair, shared several resources that are available through the IBHE website, including: a presentation for future-ready learning hosted by IBHE but given by Jobs for the Future and the Competency-Based Education Network, which can be streamed at https://www.ibhe.org/board/strategic-planning/2021/February/Future_of_Work_2.22.21.mp4; more strategic planning information at https://www.ibhe.org/board/strategic-planning/2021/February/02_23_20_IBHE_Board_Meeting_Final.pdf; and the agenda for the March 9th IBHE meeting, which included an Equity Working Group presentation available at https://www.ibhe.org/board/strategic-planning/2021/CSU_Equity_Working_Group_Presentation_IBHE-03.12.2021.pdf.

Mike Phillips, FAC Legislative Liaison, talked about the list of bills he had shared via email that were relevant to FAC interests, including bills: to change when family members become eligible for reduced tuition; to add agricultural science as accepted for science in high schools; and several shell bills that need to be watched for how they develop.

Several FAC members are on various Design Groups within the Strategic Planning process. They shared current discussions in those groups, but until they are presented to the Board, the ideas are preliminary drafts.

The Equity Working group drafted a statement about the increasing violent crimes and acts of racial prejudice committed against Asian American and Pacific Islander communities. The statement was approved by the FAC and, if approved by IBHE, will be shared. Other Working Groups also met and reported on their progress. Caucuses did not meet, due to the extended conversations about the strategic planning process.

The next IBHE-FAC meeting will be April 16th, via Zoom.

With regards, Susan D. Wiediger, representative for SIUE to the IBHE-FAC. For more information about any of these items, please contact me via email at swiedig@siue.edu.
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 Belobrjadic will be our guest.

Thank you.
Curriculum Council Report for April 2021


The policy modification enables the development of an English pathway program for students who cannot demonstrate adequate English language proficiency. The policy had its second read and was approved by the Curriculum Council with minor revisions. The policy is now forwarded to full Faculty Senate for consideration.

Revisions to policy 1E1 – University Admissions Policies – A. Admission of Traditional First Time Freshmen.
Recommended revisions to this policy were drafted by the ad hoc Admissions Criteria Review Committee that was charged by the Curriculum Council to review the policy for possible revisions with a specific focus on identifying and addressing potential areas of bias. The Curriculum Council suspended Council rules for the purpose of considering these revisions at initial read of the proposal. The Curriculum Council voted to approved the recommended revisions to the policy with minor revisions. The policy is now forwarded to full Faculty Senate for consideration.

Program review – Exercise Science
Curriculum Council conducted program review for Exercise Science. The Council assessed the program as "In Good Standing" with enrollment "Sustainable at Present Level.

Program review – Philosophy
Curriculum Council will conduct program review for Philosophy at the April meeting.

Respectfully submitted,
Keith Hecht, Chair
Report for Faculty Development Council
for Faculty Senate Meeting April 1, 2021

1. We confirmed that there will be no Excellence in Undergraduate Education (EUE) grants this year (FY2021). We have requested that funds be made available for Fiscal Year 2022.

2. The FDC will need to re-form the Teaching Excellence Award Committee (TEAC) for the Fall. The FDC chair will send out a notification to all the Deans requesting representatives from the appropriate Schools. We will continue to try to solicit volunteers from the previous TEAC that was paused for COVID.

3. In lieu of our traditional in-person Continuous Improvement Conference, we will be sponsoring two online workshops this year. The first presentation, Tenure & Time Management: How to Manage Your Time So You Can Publish Prolifically AND Have a Life Beyond the Ivory Tower on May 12th will be geared toward pre-tenure faculty and the second session, Post-Tenure Pathfinders: How and Why to Chart Your Own Path After Winning Tenure on May 13th will be geared toward post-tenure faculty.

4. Tim Jacks continues to represent FDC on the Faculty Senate Re-Organization Working Group.

5. The FDC expressed strong concerns about the recent decision by Textbook Services to discontinue funding for any courseware not owned by Cengage Publishing and there was much discussion on this topic. [Since that discussion, the Provost has indicated that there is a path forward for Fall21/ Spring22 that should cover the financial gap and has asked for time to create a more long-term solution. No further formal action by the FDC is being taken at this time and we appreciate the Provost’s sensitivity to this important issue for our students’ educational welfare. The FDC will continue to monitor the situation.]

6. The Center for Faculty Development and Innovation will be posting an opportunity for a faculty member to lead the Midweek Mentor program and the Teaching Peer Consultants program. This opportunity includes a course release for one year. The FDC will assist in reviewing applications for this role.
Graduate Council Report (meeting on Mar. 18, 2021) to Faculty Senate on April 1st, 2021
By Yuliang Liu, Chair of the Graduate Council

I. Announcements
   a. International Affairs Announcements
      • The department is watching visa services throughout the world to see if the new graduate
        students get visas. They ask that departments still consider international students for
        GA/TA positions and are hopefully that things will be to open. A visitor is coming on
        campus from one of SIUE’s partner institutions from Uganda.
   b. Graduate School Announcements
      • The IBHE approved the creation of a new center, the Geospatial Mapping Applied
        Research Center (GeoMARC). The center will be housed at what is currently the
        Laboratory for Applied Special Analysis that is part of Geography. The new center will
        be oriented underneath the Graduate School and begin on July 1st, 2021. Research and
        Creative Activities magazine for this year received an Educational Advertising award.
        Dean Weinberg recognized Susan Morgan and Marketing Communications on the efforts
        for creating the publication.

II. Approvals
   a. Grad Council approved 4 Form 91As submitted by the Programs Committee:
      1) Form 91A: Psychology
         School Psychology (Specialist Degree); Clinical Child & School Psychology (Master of
         Science): The department wants to replace PSYC594 with PSYC585 because they found a
         need for a course addressing multi-cultural issues in the field.
      2) Accelerated CBGD Program for ME and MRE Students: The department would like to
         include Mechatronic and Robotic Engineering to be eligible for the Mechanical Engineering
         Master’s degree.
      3) Form 91A: Civil Engineering – Geotechnical Engineering: Increase the number of required
         courses from 5 to 7 to deepen the students understanding of the subject matter and make this
         specialization consistent with others in the department.
      4) Form 91A: Kinesiology – Exercise & Sport Psychology: The department would like to make
         KIN 509, Research Methods, required. The change aligns with the Association for Applied
         Sport Psychology with the requirements for the Certified Mental Performance Consultant
         certification.
   b. Grad Council approved two interim review reports submitted by the Programs Committee:
      (1) Art & Design Studio and (2) Music.
   c. Grad Council approved three graduate policy changes submitted by the Educational and
      Research Policies (ERP) Committee
      1) GR2021-13 – Graduate Degree Retention Policy – 11.12. Regular review of policy. Changes
         were made with input from the Registrar’s Office to align with Policy 1F1, reducing
         confusion regarding graduate assistant GPA requirements and to add dismissal process to the
         policy. ERP made a friendly amendment to the policy for clarity.
      2) GR2021-14 – Implementation and Administration Responsibility Policy – 1O8. Regular
         review of policy. Input was received from the Registrar’s Office with no recommended
         changes. ERP made a friendly amendment to the policy making it clear that the GC will
         include a statement when the recommendation should be an exception to this policy.
3) GR2021-15 – Implementation Guidelines Concerning Research – 1M5. Regular review of policy with on minor correction. Input was received from the Provost’s Office. The policy mentions “A Policy for Awarding of Credit for Grant Authorship” and ERP asked that the link to said policy be added into this policy.

III. Voting of Research and Development (R&D) Nominees and Research and Projects Advisory Board (RPAB) Nominees
   a. R&D Nominees: The Graduate Council voted on the new R&D committee members with candidates that were approved by ERP. A Qualtrics survey was sent prior to the meeting. Adriana Martinez was voted on from Physical Sciences and Engineering, Sorin Nastasia was voted on from Social Sciences, Business and Education, and Kathleen Vongsathorn was voted on from Arts and Humanities.
   b. RPAB Nominees: The Graduate Council voted on the new RPAB committee members with candidates that were approved by ERP. A Qualtrics survey was sent prior to the meeting. Maria Kontoyianni was voted on from School of Pharmacy, School of Dental Medicine and School of Nursing did not provide candidates and their positions on the committee will remain vacant for now.

IV. Graduate School Dean Annual Evaluation Process. Three volunteers were needed from the Graduate Council to prepare various surveys and write up the evaluation for the Graduate School Dean Evaluation Process. Barb McCracken, Yuliang Liu, and Walter Siganga volunteered.

V. FY20 Graduate School Report. Dean Jerry Weinberg presented a report containing FY20 review with FY21 goals. Trends for proposals are remaining flat, but the dollar amounts for proposals are increasing. Graduate enrollment is up. The total ICR was 2.6 million for FY20, 48% was returned to the Units. Goals for FY21 included launching a new internal program this year with a focus on improving mentoring for graduate students, establishing a graduate school feedback form, increasing faculty proposals, enhancing faculty support, and improving compliance. The full PowerPoint of the FY20 will be uploaded on the Graduate Council SharePoint and posting to the Graduate Council’s minutes page on the website.
President’s Report to Faculty Senate

April 1, 2021

Meetings Include

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

March 17 and 31: KPI Working Group Goal 2
Developed recommendations for retention and graduation rates. Final report submitted April 1.

March 19: Budget meeting with Provost, Vice Chancellor of Student Affairs and various members of their senior staff regarding Textbook Services
Working on bridge to extend use of “digital inclusive access” courseware for one year while we figure out a more sustainable solution.

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. Additional potential names from the School of Nursing and School of Business were supplied to the system office.

March 22, 23, 24, 25, and 26 Meetings with Candidates for the System Vice President for Antiracism, Diversity, Equity, and Inclusion and Chief Diversity Officer

March 26 Diversity Council

March 26 System Faculty Advisory Committee

March 26 Meeting regarding Student Government Initiative – syllabus availability

April 1 University Quality Council – Provided feedback on a draft of the Quality Initiative proposal.

Upcoming Meetings include:

April 3: Meeting with Provost
April 3: System Faculty Advisory Committee – Wellness initiative
April 13: Constituency Heads with Chancellor
April 23: Diversity Council