

WESTERN ILLINOIS UNIVERSITY FACULTY SENATE
Regular Meeting, 13 October 2020, 4:00 p.m.
Via Zoom

ACTION MINUTES

SENATORS PRESENT: M. Bean, B. Bellott, M. Bernards, L. Brice, A. Carr, J. Choi, S. Cordes, R. Dimitrov, R. Filipink, I. Lauer, T. Lough, S. Macchi, M. Maskarinec, D. Oursler, C. Pynes, J. Robinett, R. Sawhney, M. Stinnett, E. Taylor, J. Wroblewski, K. Zbeeb

Ex-officio: Russ Morgan, Associate Provost; Heather McIlvaine-Newsad, Parliamentarian

SENATORS ABSENT: D. Banash, D. Hunter

GUESTS: Tom Blackford, Frances Godwyll, W. Buzz Hoon, Angela Lynn, Sue Martinelli-Fernandez, Mark Mossman, Kristi Mindrup, Lorette Oden, Elizabeth Orwig, Megan Owens

I. Consideration of Minutes

A. 1 September 2020

Chairperson Pynes explained that consideration of the previous meeting's minutes would be postponed until the next Senate meeting.

II. Announcements

A. Provost's Report

Associate Provost Morgan noted that the Center for the Innovation of Teaching and Research (CITR) office was somewhat decimated this past summer, with longtime employees Roger Runquist (Director) and Diane Bagley (Office Administrator) both retiring. There are currently only two employees in CITR: Acting Director Chad Dennis and Instructional Design and Technology Specialist Dawn Sweet. Associate Provost Morgan announced that an external search committee is being formed, and a job announcement may be finalized as soon as the end of this week for the director position. CITR will now become the Office of Distance Education and Support (ODES). Associate Provost Morgan said this will involve an expansion of the current CITR duties, including those of the director, to involve more coordination with Student Services as well as faculty development.

Early warning grades are due by 4:30 p.m. on October 19. The Provost's Office encourages faculty to try to submit early warning grades this semester because they are more important than ever since students are not getting the usual face-to-face interaction with professors and there is much more remote learning. Associate Provost Morgan said the Provost Office wants students to be made aware of their grades and have time to turn them around if they need to do so.

The Provost's Office and the Office of Auxiliary Services and Risk Management will send out a joint FAQ document within the next week regarding what to expect after Thanksgiving break. Associate Provost Morgan said that the offices have been fielding a lot of questions regarding classes going entirely online after the break. He said the two offices have been working on the document for a few weeks.

The University began an electronic portfolio review system this semester. Associate Provost Morgan said this has been discussed for a while but never had the urgency that it does now. The new Google process replaces the paper copies that were formerly sent around for evaluators to review. Amy Hodges in the Provost's Office will reach out to faculty who are eligible for retention, tenure, or promotion to provide them with a link to the file where materials can be uploaded. Associate Provost Morgan gives all the credit to Ms. Hodges for working over the summer to prepare this new process. He said the process resembles the set up of paper portfolios with various

folders where files can be dropped pertaining to a faculty member's research, service, etc. He added that while faculty are encouraged to use the electronic process, they can use the paper process if that is more comfortable for them.

Associate Provost Morgan told senators there have been a lot of questions about the WIUQC white paper presented at the Board of Trustees meeting and about the tiger team that worked on it this past summer to look at some of the identity of WIUQC moving forward and the opportunities that might present themselves. He thinks this is something that has been needed for years; things were being managed at the Quad Cities campus but there has not been a real direction for moving forward. Associate Provost Morgan stated that as a follow up, the administration is creating a coordinator committee or an exploratory group to look at the ideas raised in the white paper and try to develop some processes for which ideas should move forward or what other ideas should be explored. He thinks this will be a broad-based discussion about the future of WIUQC. Associate Provost Morgan is working with Faculty Senate and other constituent groups to identify members for the exploratory committee, which will include at least nine faculty members. At this point there is no strict deadline for completing the committee's work, but they will meet at least over the next year and perhaps longer.

Associate Provost Morgan stated that Kristi Mindrup, Assistant Vice President for WIUQC, was on the tiger team and asked her to speak more about it. She said the strategic position paper presented at the Board meeting was intended to inspire thinking and to frame and provide a road map for future discussions about WIUQC. She related that the committee felt after talking to external and internal stakeholders that there is great opportunity to identify a brand for the Quad Cities campus by describing the academic programs at WIUQC and the student experiences that occur there in a way that translates externally to the Quad Cities community. She explained the benefit of doing this is that it will benefit the entire WIU community by establishing an identity for WIUQC and its current portfolio of offerings as well as any that might emerge in the future, as well as providing a pathway for the greater Quad Cities community of about 300,000 people. Assistant Vice President Mindrup believes this will create a pathway for the community to understand what WIU has to offer, to create opportunities for partnerships, and to share research, ideas, and collaboration with the area's businesses, agencies, services, and schools.

Assistant Vice President Mindrup said the intention of the strategic position process is to position the University in a way that the Quad Cities campus provides a face that makes sense to the Quad Cities community and they understand what WIU has to offer. She said the tiger team had great opportunities to talk with the Quad Cities Planning Advisory Council, which is comprised of a number of different stakeholders in the Quad Cities community. They also talked internally with WIUQC faculty and staff and gathered a lot of input to help with conceptualizing. Additionally, they looked at external data, including a labor shed analysis from the Quad Cities Chamber of Commerce which identified some of the top Quad Cities employers and where the greatest need is for college graduates.

The tiger team used this information to identify three strategic focus areas that would translate well to the Quad Cities community: 1) Enterprise and Commerce, 2) Health Education and Public Service, and 3) Innovation and Science. Assistant Vice President Mindrup said all of these areas align with what the workforce is looking for in the Quad Cities, which is a spot to start from. She said the committee thinks by doing this they can meet the very basic needs of the Quad Cities and, by propelling WIUQC into growth mode, they can eventually start to add programs and services that will provide a well-rounded community in the Quad Cities and shape the University across both campuses because this is not just a WIUQC-specific initiative. Assistant Vice President Mindrup related the committee is considering the type of student WIUQC currently has as well as the kind of student they might serve in the future; career development in and out of the classroom is a major part of this because the post-traditional students that WIUQC currently serves are very career focused. The committee wants to create cross-collaborations with Student Affairs and Academic Affairs, as well as with external partners, to create job opportunities and hands-on experiential learning opportunities out of the classroom. Assistant Vice President Mindrup said the strategic focus areas are intended to align with the University's current organizational structure so that any program in any college will be well-positioned to find a niche within any of the three strategic focus

areas. She said that for those programs that might be traditionally harder to describe to a perspective student or their parents, fitting into one of the strategic focus areas will help with that translation, which can also help solve some of the problems facing higher education, for WIU and in a broader sense.

Senator Carr asked why the white paper was brought straight to the BOT without seeking more faculty input as well as input from others. Assistant Vice President Mindrup replied this strategy was intended by Interim President Abraham to increase awareness and get Board input on the internal and external stakeholder input that had been received.

Senator Robinett stated that when he came to WIU in 2014, there were plans being made for the Quad Cities campus, and it seems that there are still plans being made. He asked what makes what is being engaged in this time different than previous planning processes. Assistant Vice President Mindrup replied that while there may have been informal plans for the Quad Cities campus in the past, she is not aware of any formal planning process prior to this one. She said the current process is an opportunity to inspire ideas based on data, to bridge that information between the community and the University, and to think internally about the resources available at WIU, as well as thinking strategically about how to translate this externally to the University community. Assistant Vice President Mindrup also thinks there is a shift of perspective about the Quad Cities; people are now seeing the Quad Cities campus as an opportunity across the University. She noted that the campus does not belong to any one person, nor does it belong to the campus itself for the sake of growing the Quad Cities; rather, WIUQC represents an opportunity to extend WIU into a large metropolitan area. She thinks this context is significant as far as the ability to share WIUQC across the entire University and build those strategic connections.

Senator Zbeeb thinks that the current plans are different than the previous strategy that was adopted because the current interim president is serious about the Quad Cities campus, and the previous president and administration was not. He knows there is a lot of potential and room for growth of the WIUQC campus, but he does not think it was appropriately supported by the previous administration. Senator Zbeeb thinks that people are now realizing there are huge opportunities on the Quad Cities campus which can also benefit the Macomb campus. Since he arrived at WIU in 2012, Senator Zbeeb has seen an informal strategy toward WIUQC but nothing was applied in an efficient way.

Chairperson Pynes said he would like to push back a little bit in response to what was said by Senator Zbeeb. He pointed out that there was a vice president dedicated to the Quad Cities campus (Joe Rives) and two BOT members (Yvonne Savala and Carolyn Ellert-Fuller) who tried to eliminate programs on the Macomb campus in order to support WIUQC. Chairperson Pynes recalls the administration had a plan in 2013 to grow the Quad Cities campus to 3,000 students, so there has been a lot of talk about and support of WIUQC, and he does not know that the current administration has more desire to support the Quad Cities campus than the previous one. He stressed that everyone on both campuses wants WIUQC to be a success.

Senator Sawhney said he would also disagree with Senator Zbeeb. Senator Sawhney has been at WIU since 1999 and does not think it is true that the previous administration was not interested in promoting WIUQC. He stated that the College of Business and Technology has a lot of stake in WIUQC because there are a lot of businesses in the Quad Cities, but CBT does not have that many resources at WIUQC to support what the campus really needs. He pointed out that there has never been an incentive program for Macomb faculty to be involved in what is going on at WIUQC; in fact, Macomb CBT faculty are often blindsided about what is happening on that campus. He would like to hear what new plans Interim President Abraham may have for the College of Business and Technology at WIUQC. Assistant Vice President Mindrup said she can respond to the question but probably cannot answer it at this point because, although there is a strategic position and some context, the plan is still taking shape. She stated that it will be the work of the exploratory committee to begin to shape what that plan will look like moving forward, and this type of feedback will be critical to those conversations and this process. Senator Sawhney asked if this means there have been no discussions about incentives to grow; Assistant Vice President Mindrup responded there have not been at this early point. She said the tiger team's charge was to come up with the

concept, and the next stage is to work toward developing that more specific plan. Associate Provost Morgan added that the details were purposely not worked out; the idea was just to come up with a concept and let the exploratory group develop those details. Senator Sawhney said there was a point in 2002 or 2003 when he helped a student put together a plan for an executive MBA program for WIUQC. The student at that time was working in the President's Office. Senator Sawhney thinks there is a lot of scope for this program, particularly with the kind of property WIUQC has; he does not know why this could not be developed into a residential program on the WIUQC property. Senator Sawhney noted that Macomb faculty who have to teach evening classes at WIUQC often find it very difficult driving back to Macomb and sometimes have to stay in hotels, sometimes paid by the college and sometimes by the faculty member's own money. He thinks WIUQC's property is being wasted; money has gone into it but very little has come out of it. He thinks WIU should be far beyond the conceptual stage for the Quad Cities campus.

Chairperson Pynes pointed out that if anyone wants to be part of the exploratory committee, there are going to be nine faculty slots. He asked Associate Provost Morgan if any of those have been appointed. Associate Provost Morgan responded that some of them have been chosen already. Chairperson Pynes recommended that any faculty member with a significant interest in helping the Quad Cities campus grow should send Associate Provost Morgan and Assistant Vice President Mindrup an email expressing that interest.

Senator Hunter asked if one or two Macomb faculty members could be seated on the exploratory committee to get that perspective. Senator Hunter said he has been at WIU since 1996, has been running back and forth to the Quad Cities, and has a lot invested there, and a lot of Macomb faculty are in similar circumstances. Chairperson Pynes believes those involved want to get good input from wherever they can get it and encouraged those with strong opinions about what can or cannot work at WIUQC to email the two administrators.

Senator Zbeeb clarified that when he spoke earlier about lack of support for the Quad Cities campus, he was talking strictly about the lack of marketing support; he knows that Macomb faculty have put a lot of effort into enhancing and improving programs at WIUQC. He stated that until now there have not even been WIUQC t-shirts; there was no billboard saying that WIU exists in the Quad Cities. He thinks the previous administration was shortsighted by not being more aggressive with marketing; there were a lot of programs, including new programs, that no one knew about. Senator Zbeeb stressed that he was not talking about the faculty but about the previous administration; he understands that there are a lot of faculty on both campuses who drive back and forth and put in a lot of time, money, and effort, but still there is no output. Chairperson Pynes thanked Senator Zbeeb and said he thinks it was clear that the senator was referring to the administration rather than to faculty.

Senator Dimitrov said he understands that the study that came up with the three areas or directions for development was conducted only in the Quad Cities area. He suggested that the exploratory committee may want to expand that area because WIUQC could serve students in other regions, which might provide an opportunity to grow the campus. He suggested if there was strategic planning for the Quad Cities campus in 2002-2003, the exploratory committee will probably have to think hard because there may not be strategic planning again until 2040, so the story needs to have some sort of development, which is what he is hearing from the other faculty who have spoken.

Senator Carr asked Associate Provost Morgan when Honor Lock will be available. She knows that the University purchased it, and she has some students who need it. Associate Provost Morgan responded that the contracts were just signed in the last ten days. He explained that Honor Lock is a program for those students who are using Chromebooks because they cannot use Respondus for test taking. Associate Provost Morgan explained that Honor Lock is a very expensive program, so there was some back and forth regarding price and how many students would be able to use the program. He said that now that the contracts are signed, representatives from Honor Lock will be at WIU next week to train employees of CITR so that they can train everybody else, so he expects that it will be up and running very soon.

Chairperson Pynes related that he received a call from Human Resources today stating that someone had filed an unemployment claim in his name. Associate Provost Morgan stated that these types of things happen every year, and he has had discussions with a number of people about this recently. Associate Provost Morgan has been assured that there has been no data breach at the University. He stated that although there are always fraudulent unemployment claims filed every year, for some reason there have been a lot more occurring over the past few months; there were quite a few over the summer and a rash of them over the past few weeks. Associate Provost Morgan said that WIU's HR office has been in touch with HR offices at other institutions, and everyone has been experiencing this; Illinois State has had a lot more than WIU. He said that every time WIU is made aware of one of these fraudulent claims, they report to them to the authorities, who follow up on them and try to do what they can. Senator Shupe said this happened to her a week or two ago, and when she spoke to HR they said that they had six from WIU on their desk just from that week and some from the previous week. Senator Shupe had also asked if there was a data breach. She said UPI President Bill Thompson thinks HR should send out something asking how many WIU faculty and staff had had this kind of encounter. Associate Provost Morgan responded that these all come through the HR office, and HR follows up on all of them.

C. Student Government Association Report
(Elizabeth Orwig, SGA representative to Faculty Senate)

Chairperson Pynes introduced the SGA representative, Elizabeth Orwig, a freshman Special Education major. She reported that SGA is still working on getting committees together and looking for an SGA Director of Outreach.

D. Other Announcements

1. Illinois Board of Higher Education Faculty Advisory Council Notes from September 2020
(Amy Carr, WIU Representative to the IBHE FAC)

Senator Carr reported that the IBHE as a whole will be engaging in a statewide master plan for higher education; there has not been one since the late 1990s or early 2000s. Senator Carr said that recent IBHE meetings have focused a lot on questions of equity: one meeting was on race, one was on gender, and she thinks the December meeting will be on geographical equity (rural/urban issues). She thinks the IBHE's statewide master plan will be a focus of the IBHE Faculty Advisory Council for quite awhile.

Senator Carr related that the IBHE FAC has discussed an emerging plan for state loans that may be tied to income. She has included two links regarding this topic in the IBHE FAC meeting notes.

Ginger Oster, the IBHE Executive Director on the staff side, sent out a public survey with four questions but no room for response, which can also be viewed in the IBHE FAC notes. Responses to the four questions about the future of higher education should be sent to Senator Carr by October 25 because the public university caucuses are trying to gather information. Senator Carr said the caucuses have already received some feedback from UIUC, and the first thing on their list is the possibility of eliminating some of the public universities in the state, so it is very important that WIU provide feedback as well. Senator Carr would really like the public universities to contribute to the statewide master plan in order to emphasize preserving disciplines and fields because she thinks this can get lost with the focus on equity. She sees preserving disciplines and fields as a common good for the state, but the aims of the master plan will all have metrics, so if faculty disciplines and fields are not part of that conversation, they could continue to diminish. Senator Carr also wants to raise the concern that dual credit courses increasingly push faculty labor onto high school teachers. Chairperson Pynes will send out the four questions using the Faculty Senate listproc and encourages WIU faculty to respond to Senator Carr by October 25 for this important work.

2. Chairperson Pynes announced the results of recent University Personnel Committee elections. Jeff Hancks, Malpass Library, was elected to represent Unit A faculty in University Libraries/Illinois Institute for Rural Affairs/Counseling Center. Keith Holz, Art, was elected to represent Fine Arts and Communication, and Gloria Delany-Barmann, Education, was elected to represent Unit A faculty in the College of Education and Human Services.
3. Faculty Senate Secretary Lee Brice was named Distinguished Faculty Lecturer for this academic year. His remote lecture on The Colts of Corinth Revisited is available on YouTube.
4. Chairperson Pynes attended a meeting two weeks ago of the Council on Illinois University Senates (CIUS), which is comprised of the chairs of state faculty senates. He related that the group had a long talk about shared governance structures and support for shared governance on campuses. There is a national movement to have universities rate how effective their shared governance is from the bottom up. CIUS discussed Covid-19 and the Black Lives Matter movement; Chairperson Pynes said attendees were very happy with what WIU did to provide faculty choices for teaching during the pandemic. CIUS also discussed how unions and faculty senates can work together while remaining independent.

CIUS discussed the Open Meetings Act and the need for faculty to have independent legal counsel separate from institutions. Chairperson Pynes pointed out that university counsels generally protect the institution rather than the faculty, and sometimes they are at odds. CIUS had a long conversation about whether faculty would be interested in having outside representation for when they get bizarre interpretations from university counsels about Open Meeting Act matters.

5. The Presidential Search Committee has narrowed down the candidates, and there may be an announcement as soon as tomorrow with the names of those who have been selected to do virtual campus interviews. Chairperson Pynes said there was a very strong slate of candidates. The interviews will start early next week and continue for two weeks. Chairperson Pynes is pleased with the process and with the search firm.

A. Council on Admission, Graduation, and Academic Standards (CAGAS)
(Megan Owens, Chair)

1. Grade Change Policy

Chairperson Owens related that the updates to the two policies occurred over the summer. She pointed out that the last approved update to the Grade Change Policy occurred in 2005. Last year CAGAS approved the Academic Integrity Policy; Chairperson Owens pointed out that it has been past practice that these two policies align, which led to the update of the Grade Change Policy. She pointed out that a bullet-pointed summary section was added to the Grade Change Policy to make it easier to parcel through the information. CAGAS also clarified some of the content and the roles and responsibilities, such as when the responsibility falls upon the student and when upon the faculty to move the grade change process forward. Clarified timelines were added, and in some cases the timelines were shortened; there were a few areas where 15 days were allowed, and this was shortened to ten days to bring this policy more in line with the process for academic integrity. Chairperson Owens said clarification was added to the policy to allow for meetings to take place virtually; this had not been a consideration in the past, but now there are a variety of options for conducting appeals.

Chairperson Owens stated that when this was brought before the Graduate Council a few weeks ago, they requested a change to the draft. When a grade appeal reaches CAGAS, it is heard by the full council, but the Graduate Council has not had that practice and had subsequently created a subcommittee that would have heard the appeal and then reported it back to the Graduate Council. Chairperson Owens related that the Graduate Council has

changed its process to align with CAGAS so that both councils as a whole will hear the final grade appeals once they reach that level.

NO OBJECTIONS

2. Incomplete Policy

This policy had not been updated since 1982. Chairperson Owens said the request to consider this policy came from Interim President Abraham, who had concerns raised at a previous institution which were not addressed in WIU's current policy. She said the primary concern was what should occur if a faculty member indicates they are going to file an Incomplete but does not follow through with that for a student, such as if the faculty member were to leave campus. The revised policy addresses this by specifying that in such a case the student should work with the department chair or an agreed-upon faculty member to see their Incomplete through. Chairperson Owens said in addition to considering this question, CAGAS brought the Incomplete Policy in line the Academic Integrity and Grade Appeals Policies to ensure more consistency in roles and responsibilities. The revised Incomplete Policy also solidifies the timeline and makes it more consistent in terms of follow through.

Senator Dimitrov asked if the optional incomplete form, for which a link is included in the policy, is part of the documentation. Registrar Angela Lynn responded that this form is recommended but not required for the student and faculty member to complete. She said the form is still accurate and was not revised as part of the policy changes. She added that the form was not originally included with the policy when it was created in 1982, and the link in the revised document is just to acknowledge that the form exists. It allows the student and faculty member to get down on paper what is expected as far as what needs to be finished up. Chairperson Owens stated that once the policy is approved, the link in the document will become active.

NO OBJECTIONS

B. Senate Nominating Committee (Jeremy Robinett, Chair)

Senator Robinett explained that the accreditation process is moving forward, and the way that document is being reviewed has changed a couple of times; it has now gone to an assurance model, with the committee reviewing different parts. Senator Robinett said that the individuals that Faculty Senate previously approved to serve on committees working on the accreditation process will continue to serve under the new model.

The Senate Nominating Committee has asked the existing CITR Advisory Committee members to serve on the search committee for a Director of the new Office of Distance Education and Support (formerly CITR). Chairperson Pynes clarified that the administration does not always ask Faculty Senate to find faculty to serve on search committees; for example, when the University hired the most recent vice president, who lasted a couple of weeks, the administration chose people who they thought would be interested in serving. He stated that this time Interim Provost Clow asked Faculty Senate to find faculty to serve on the search committee, and Senator Robinett asked why it would not be possible to use the faculty already interested in CITR who serve on its advisory committee. Chairperson Pynes thought this was a good idea since Interim Provost Clow wanted representation from every college and the Library and this seemed like a natural fit.

1. Faculty Nominations:

SENATE NOMINATIONS:

Council on Admission, Graduation, and Academic Standards (CAGAS)

Graciela Andrango, Agriculture replacing Mark Bernards <u>Council on General Education (CGE)</u>	2023	B&T
Barb Lawhorn, ENG replacing William Knox <u>Council for International Education (CIE)</u>	2021	Basic Skills (Writing)
Sean Cordes, Library replacing Krista Bowers Sharpe	2023	Library
James Land, Music replacing Ricky Sepulveda	2022	FA&C

There were no additional nominations, and the slate of candidates was declared elected.

IV. Old Business – None

V. New Business

A. Election of One Senator to Senate Budget Transparency Committee (E&HS seat)

Senator Lough self-nominated. There were no further nominations. Chairperson Pynes stated that Senator Lauer has sent out an invitation for a meeting of the committee on October 20.

B. For the Good of the Body – None

Motion: To adjourn (Brice)

The Faculty Senate adjourned at 4:55 p.m.