

WESTERN ILLINOIS UNIVERSITY
FACULTY SENATE
Regular Meeting 28 March 2017, 4:00 p.m.
Capitol Rooms - University Union

A C T I O N M I N U T E S

SENATORS PRESENT: M. Allison, V. Boynton, J. Brown, G. Delany-Barmann, D. DeVolder, R. Hironimus-Wendt, K. Kapale, C. Keist, N. Lino, B. Locke, S. Macchi, H. McIlvaine-Newsad, J. McNabb, J. Plos, R. Porter (via teleconference), C. Pynes, T. Roberts, M. Sajewski, D. Sandage, S. Szyjka, C. Tarrant
Ex-officio: Kathy Neumann, Interim Provost; Janna Deitz, Parliamentarian

SENATORS ABSENT: K. Pawelko, T. Sadler

GUESTS: Matt Bierman, Courtney Blankenship, Munia Cabal-Jimez, Jesse Chung, Jane Coplan, Katrina Daytner, Anita Hardeman, Fred Isele, Jennifer Jones, Angela Lynn, Sue Martinelli-Fernandez, Kyle Mayborn, Rose McConnell, Jim McQuillan, Kristi Mindrup (via teleconference), Seth Miner, Russ Morgan, Jill Myers, Tori Niemann, Nancy Parsons, Bill Polley, Joe Rives, Steve Rock, Ian Shelly, Aimee Shouse, David Sullivan, Bill Thompson, Tammie Walker, Maggie Walsh, Ron Williams

I. Consideration of Minutes

A. 7 March 2017

MINUTES APPROVED AS DISTRIBUTED

II. Announcements

A. Approvals from the Provost

1. Requests for New Courses

- a) FS 499, Senior Comprehensive Exam, 0 s.h.
- b) UNIV 200, Career Exploration, 1 s.h.

2. Request for Change of Option

- a) Fire Protection Services

B. Provost's Report

- Interim Provost Neumann announced the State of the Student address will be presented tomorrow (March 29) at 3:00 p.m. in the Sherman Hall Auditorium. She encouraged faculty to attend.
- A day-long conference on food insecurity and how it affects children will be held tomorrow (March 29). The event is sponsored by the McDonough County Interagency Council and will feature Christopher Merritt, Director, Illinois Institute for Rural Affairs, and Lorette Oden, Chair, Health Sciences and Social Work, as presenters.
- Senator McIlvaine-Newsad will present her "Last Lecture" on Thursday, March 30 at 7:00 p.m. The topic is "Travel Not to Escape Life But for Life Not to Escape You."
- The Board of Trustees meeting is Friday, March 31.
- The next Discover Western is Saturday, April 1.
- Interim Provost Neumann announced that deans and directors will by the end of the week have made their annual report presentations. She continues to be impressed by the innovative ideas, initiatives, creative activities, and outreach endeavors that are documented in these reports. She noted that everyone remains busy and are doing great things to make sure the education of WIU students does not diminish, even in the face of tight budgetary conditions.

- President Thomas, Interim Provost Neumann, and Interim Vice President for Administrative Services Matt Bierman travel to Springfield next week to again discuss the needs of WIU and the impact of the ongoing budgetary impasse.
- Interim Provost Neumann appreciates that Faculty Senate is taking the lead in a postcard writing initiative geared toward undecided students. She observed that everyone is trying to look for ways to help with WIU's recruitment and retention efforts.

Interim Provost Neumann thinks many faculty and staff are unaware that WIU administrators are still taking furlough days. Over the past 18 months ending June 30, administrators will have given up the equivalent of 23 days of pay. Interim Provost Neumann observed that many people are frustrated with the continuing multi-year budget impasse, and this has sometimes come out in bickering, finger pointing, and criticisms which are hard to hear. She stressed that faculty, staff, and administrators are all doing an amazing job in the face of budgetary realities and urged everyone to focus their collective energies on continuing to move forward. Interim Provost Neumann also stressed that the state of Illinois will not let WIU and public higher education fail, even though difficult decisions have been made and there may be more to come.

Senator Roberts thanked Interim Provost Neumann for her encouraging remarks, although he wonders about her confidence that the state will not let higher education fail. He wonders what Interim Provost Neumann and other WIU administrators think the state means by "failure," adding that many present may think this is an event that has already occurred. He asked if administrators should say to state legislators that the crisis has already happened and the impact has already been felt, so the time is now for remedying something that has already occurred rather than for avoiding something that may occur down the road. Interim Provost Neumann responded that she does not think the crisis is in the past but is an ongoing concern, and assured Senator Roberts that President Thomas, government liaisons, and others who have access and time to speak to legislators are communicating that message in every possible venue.

Admissions Director Seth Miner distributed five envelopes with notecards and lists of addresses to each senator. Senators will handwrite messages to potential new students, and the Admissions office will mail those out. Mr. Miner would like this effort to be completed by April 21. Chairperson Pynes told senators there are about 1,800 students that Mr. Miner would like to contact; there are 23 senators plus the Parliamentarian, and another 81 faculty serving on Senate committees and councils, so Faculty Senate has the potential to reach a number of undecided students if everyone sends five to ten notecards each. He believes these kinds of group efforts need to be considered with faculty who are engaged in service and leadership on WIU's campuses. Mr. Miner asked that senators use the personal messages to talk about what WIU means to each of them as faculty members. Chairperson Pynes suggested that senators include their business cards as well. He used the notecards last year to encourage students to visit him during their first semester at WIU if they have any questions or concerns.

Mr. Miner distributed a prioritized list of actions that faculty can take to help the Office of Admissions with its recruitment efforts. He explained that the list is divided into actions that can be taken immediately, those that are targeted for summer, and others that are longer range going into next year.

Senator McNabb observed that there is a Discover Western on Saturday, and she sent a welcome email to all students in her area who signed up to attend. She asked what kinds of contact students and families get in the week leading up to Discover Western, such as final reminders or welcome messages. Mr. Miner replied that students receive an email confirmation immediately after signing up and a phone confirmation the next evening. They receive additional emails in the months leading up to their visit, and student volunteers make phone calls to them. He added that Admissions is going to implement text messaging in the near future as well.

Senator Macchi asked if the action list is intended to be discussed with other faculty in senators' departments or how it is to be distributed to others. Mr. Miner responded that he will communicate with department chairs about the action list. He added that in order to get good faculty buy-in he

wants to make good connections. Chairperson Pynes stated that the Executive Committee will discuss next week ways to operationalize the items on the list. He agrees with Mr. Miner that some items are better handled by department chairs, but noted that Senators Macchi and Roberts have wanted to reach out to colleagues in their departments. Chairperson Pynes stated that Faculty Senate will use its listproc to help leaders get in contact with their colleagues and in that way try to make the process efficient so that the same people are not notified multiple times about this effort.

Senator Szyjka asked what enrollment was for fall 2016 and spring 2017; Mr. Miner replied that there were 10,373 students enrolled in fall 2016, and there are 9,469 students enrolled this spring. Senator Szyjka observed that in January an Illinois Board of Higher Education publication stated that there were 8,107 students at WIU. Chairperson Pynes explained that the Board was using full-time equivalency (FTE) versus headcount figures. He explained that with full-time equivalency all of the semester credit hour production is added up and divided by 15 for undergraduates and by 12 for graduate students.

C. Student Government Association (SGA) Report
(Maggie Walsh, SGA Director of Academic Affairs)

- Ms. Walsh asked senators to encourage their students to attend the State of the Student address tomorrow at 3:00 in the Sherman Hall Auditorium.
- Student Advocacy Day in Springfield will be held on April 5.
- Elections will be held on the Purple Post this year so that not only names but pictures of candidates will be able to be viewed. Voting runs from April 10-14. Students may vote for SGA President, Vice President, Board of Trustees representative, and senators.

D. Other Announcements

1. Chairperson Pynes encouraged senators to try to attend the remaining interview sessions for the Vice President for Administrative Services candidates. He remarked that the search committees for this position and for the Vice President for Student Services are trying to schedule specific times for senators to attend. He noted that since there are only 23 senators who teach during the day, if senators cannot attend the scheduled time specifically for Faculty Senate, they can attend the open sessions instead.
2. Tenured, full professors are invited to submit petitions to serve three-year terms on the University Personnel Committee, effective fall 2017. Three vacancies need to be filled to represent the College of Education and Human Services, the College of Fine Arts and Communication, and University Libraries/Illinois Institute for Rural Affairs/Counseling Center. Petition forms and election notices are posted at http://www.wiu.edu/faculty_senate/elections.php.
3. A campus safety training event focusing on ALICE (alert, lockdown, inform, counter, evacuate) and Run, Hide, Fight active shooter training was held yesterday (March 27). The training was hosted by a newly formed law enforcement committee comprised of student organization representatives and campus and local law enforcement agencies and was led by officers from the WIU Office of Public Safety and the Macomb Police Department.
4. Council of Academic Advisors “Spring for Books” Scholarship
(Tori Niemann, Assistant Director for Athletic Academic Services)

The Council of Academic Advisors “Spring for Books” Scholarship this spring awarded 19 students with \$250 scholarships to the WIU Bookstore. There were 50 applicants for the awards, which are based on financial need. Ms. Niemann stated that the Council would love to continue to award more scholarships in the future, but their funds are running low. She said the scholarships promote to students that WIU cares about keeping them at the University. Donations to the scholarship fund may be made by using the 60-second gift form at <http://bit.ly/spring4books>, by texting SPRING4BOOKS to the number 41444, or

by calling the Foundations Office at 309-298-1861 to enroll in or adjust current payroll deductions. Chairperson Pynes said he likes that individuals can text their donations. He would like to see more opportunities for people to text money to the University.

Motion: In order to accommodate the Vice President for Administrative Services, to reorder the agenda to move the first item under New Business, V.A., to be considered next (Hironimus-Wendt/DeVolder). Chairperson Pynes informed senators that a two-thirds vote is needed to reorder the agenda.

MOTION APPROVED 20 YES – 0 NO – 0 AB

III. New Business (*Reordered*)

A. Requested Endorsement of Higher Values in Higher Education (HVHE) Supplement 2017-18
(Joe Rives, Vice President for Quad Cities and Planning, and Matt Bierman, Interim Vice President for Administrative Services and Budget Director)

Vice President Rives recalled that the last time he came to Senate he heard that Goal 5 was a construct that needed much more definition, so that part of the document has been reworked. He acknowledged that there have been concerns about the document, including the \$20 million reduction and reinvestment goal; he said that target came from a February/March 2016 press release, but senators had wondered if that amount remains the same or if it is a “moving target.” He asked Interim Vice President Bierman to address that question.

Interim Vice President Bierman explained the context was that \$20 million would be used as a method for the University to achieve some stabilization in the appropriated budget. He explained that enrollment is sliding, and because of that revenue is dropping, no matter what happens in the state, so there was a need to stabilize the appropriated budget but not the other sources of funds. Interim Vice President Bierman told senators that FY 15 actual appropriate expenditures came to about \$126 million; he expects FY 17 appropriated expenditures to be about \$116 million. He explained, however, that this does not necessarily mean that the \$20 million has dropped to \$10 million still needed because some of the cost cutting measures that have been used over the past 20 months have been temporary. One example is furloughs, which are a temporary means to achieve some cash flow savings. Another example is the three percent reduction in faculty salaries, which is contractually obligated to come back on the books in FY 19. Interim Vice President Bierman stated that while the University was able to curb appropriated non-personnel expenses by several million dollars, that was at the expense of such things as classroom supplies and deferred maintenance and renewal dollars, and those items need to come back onto the budget. He stated that only about \$5 million of the temporary reductions became permanent, so there is still some distance to go to reach the \$20 million target.

Interim Vice President Bierman acknowledged that some attrition and retirement savings will be achieved between now and the beginning of FY 19, bringing the amount below \$15 million; this amount of savings is already known because of the irrevocable intent to retire forms that have been submitted. He stated that the administration is exhausting all ideas to come up with different strategies to achieve those reductions, and he is not at this point able to provide information on those plans. He stressed, however, that there is no intention that all \$20 million or less will come out in one year because there is no way to achieve that.

Interim Vice President Bierman stated that is the University’s intent to rebuild its reserve, but not as a first priority. He stressed that WIU will not overcut in order to rebuild the reserves but will move toward that goal after recovery occurs. He stated that rebuilding the reserves is part of good business practices, but all of the cuts will not come in FY 18, and the University is not yet to the point where reserves will be built up. Interim Vice President Bierman told senators the University will also focus on areas of need, Admissions being one of those areas. He stressed that WIU needs to continue to work on stabilizing enrollment, and that may take financial resources.

Senator Szyjka asked if there is consideration of possibly extending the temporary cuts, much like last year. Interim Vice President Bierman responded that all strategies are on the table at this time and are being discussed. He added that as the University gets more information about enrollment and the state of Illinois, the administration will begin to roll out those strategies that make the most sense at that time. He assured those present that the administration would continue to protect personnel as best they can. Senator Szyjka pointed out that eventually the state will determine a budget, and there could be reworking of plans at that point.

Senator Boynton asked if the reference to reinvestment means that the University must spend more in certain areas, such as Admissions, than in others. Interim Vice President Bierman responded that as the University determines new enrollment strategies that have the possibility of being successful, the Admissions office may need more resources in order to implement them. He added that reinvestment can also refer to academic programs with growth potential, which are the kinds of conversations the University needs to have. Senator Boynton asked if this means the reduction may need to be more than \$20 million. Interim Vice President Bierman responded that is one way to look at it, but it depends on the fluid nature of enrollment and state funding, so that may or may not be necessary. He added that administrators know WIU has a structural problem because of declining enrollments that must be addressed over time.

Senator Allison wonders what will be on the PowerPoint presentation at this fall's Faculty Assembly when Interim Vice President Bierman is saying that there is actually \$15 million left to cut but he cannot tell how that will be accomplished. She wonders how much will be coming out of operations and personnel lines. She stated that while she understands that the situation is fluid, \$15 million coming out of the budget does not make anyone feel secure. Interim Vice President Bierman reiterated that he is not saying that WIU will have a \$15 million deficit next year; this year the University had a much larger deficit, but that amount was not removed from the budget because of the expectation that the state will meet its obligations. He added that what the University needs to address is revenue slides related to enrollment. Interim Vice President Bierman pointed out that WIU's senior class is bigger than its junior class, which is bigger than its sophomore class, who had a three percent tuition reduction, so even with level freshmen the University's revenue will go down next year. He believes these types of structural deficits need to be addressed, some of which are historical and some of which the administration knows are still coming with the revenue decline.

Senator Allison observed that the HVHE Supplement still references \$20 million, which makes her very uneasy. Interim Vice President Bierman told senators this is no longer in the document. After discussion, the following changes were agreed upon between senators and Vice Presidents Reeves and Bierman:

- On the bottom of page 12 add ellipses and remove reference to \$20 million:
“A history of state appropriation that ~~lead led~~ to the initial announcement in March 2016 of ‘the need to engage in strategic reinvestment of institutional resources to support growth and academic excellence, with a three-year ~~(FY16-FY18) \$20 million [appropriated funds]~~ . . . reduction and reinvestment goal.’”
- At the top of page 13 delete v.:
“~~Adjustments to the original three year (FY16-FY18) \$20 million [appropriated funds] reduction and reinvestment goal.”~~

Senator Hironimus-Wendt observed that \$20 million is a fluid number put into the projected budget; state appropriations may change that number, so it is conditional dependent upon what is received. Interim Vice President Bierman concurred, stating that if the University gets more data the projection may be changed accordingly. Senator Hironimus-Wendt related that faculty have been led to believe there may be \$10 million or more in personal service expenditures cut within the next fiscal year. He asked if Interim Vice President Bierman can go on record as saying there is no operational plan to eliminate \$10 million of personnel expenditures next year. Interim Vice President Bierman replied that is correct; \$10 million would be a drastic decision, and if the state does what they need to do, he would not anticipate this taking place, although he cannot predict

what will happen in Springfield. He added that if there is another year of 30 percent appropriations, the University would have to go to the more drastic side of the administration's plans.

Senator Allison observed that although references to the \$20 million will be removed from the supplement, it was in the document for a reason. While she understands that no one knows what will happen and there are no concrete plans for drastic cuts, she still wonders what the Fall Faculty Assembly PowerPoint will show faculty about these floating figures. She does not know what the numbers are connected to and where the cuts will come from, and she cannot shake the fact that the \$20 million was in the document for a reason; although it has been removed, there are still budgetary concerns. Vice President Rives explained the document is iterative; 44 members of the University committee put the figure in thinking its purpose was widely understood, but feedback has shown that it was not clear, and it has now been removed. He added that the document does not represent negotiations; the Union contract tells what steps need to be taken if academic elimination is necessary. He observed that while every area on campus does annual reports, there are unknowns to factor in, namely decisions taken in Springfield and what enrollment will look like, making it difficult to put a clear picture together; administrators want to be able to say these are the steps by which things will be done, but it is very difficult when so much is not known. Interim Provost Neumann stated that everyone feels the same frustration of not knowing; there are so many unknown variables to solving the equation right now. She believes the University needs to wait until more variables become clear before knowing what path WIU needs to go down, and no one can answer that with any certainty because some factors are beyond the University's control. She stated that everyone is advocating and trying to convince legislators that the state needs to get past its current clash and allow every state agency to begin to figure out their paths. Senator Allison does not think she is asking anything inappropriate, and stressed that she is trying to ask respectfully. She understands there are a lot of variables that the University cannot yet know. But Senator Allison feels it is her responsibility as a senator to ask questions that she and others have.

Senator Allison remarked that on page 13, Measures of Demand specifies "Methods used to determine feasibility and need for new programs" and "An operational definition used to determine low enrolled programs." She asked if the University still plans to use the IBHE low productivity measures in these cases and, if so, why. Interim Provost Neumann responded the University is still required to report out to the IBHE based on the metrics they have provided, and WIU will continue to adhere to that request. The University will use the same parameters that were recommended by the IBHE last fall to determine programs that may need to make modifications or do something to enhance their programs to increase enrollments.

Senator Szyjka stated that when he hears anything about difficult decisions possibly having to be made or yet to come, he starts thinking about possible layoffs, and that is really hard to consider with what the University has been through in the last year. He stated that in terms of authorizing additional hires with certain colleges, he knows the College of Education and Human Services may have a significant number. He asked if it would be unreasonable to consider a hiring freeze so that last year's situation will not be repeated with new faculty members brought into the University and then laid off. Interim Provost Neumann explained that with every position that comes open to be filled, the department chair and dean have to make a compelling argument to the Interim Provost, who has to make a compelling argument to the President line by line and position by position that it is critical for that vacancy to be filled because the integrity of the degree will be compromised if the position remains open. She assured senators that only a fraction of the open positions are being refilled from all of the ones that have been requested. Interim Provost Neumann stated that a blanket hiring freeze would be a last resort because the University could lose a critical person or area of expertise that administrators feel has to be replaced in order for the integrity of the degree to remain intact. She added that a lot of time is spent analyzing every degree and if vacant positions really need to be replaced immediately. Senator Szyjka said he is neither for nor against a hiring freeze but just wanted to hear the opinion of the body because of the situation last year.

Chairperson Pynes observed that President Thomas said last year at Faculty Senate and in other public remarks, including his report to the Board of Trustees, that there was a hiring freeze, so there seems to be disconnect between that statement and the HVHE Supplement mentioning reinvestment. He stated that what the Interim Provost says about hiring is a manifestation of her view of what reinvestment looks like; the programs that will be hiring are considered to be critical, which is where the reinvestment is happening. Interim Provost Neumann stated that this is the area of current reinvestment, but down the road the University will have to reinvest in additional faculty positions in order to allow areas to expand. Senator Szyjka asked if that would include administrative hires or if those were being consolidated. Interim Provost Neumann responded that when WIU gets past the current budget crisis and can start to reinvest, it will not be limited to only one employee classification. She added that in response to whether some things will have to be combined, that is a possibility if a resolution is not determined soon.

Senator Szyjka asked what the cost savings of an overall freeze would be and how much it would contribute to the bottom line number. Interim Vice President Bierman stated that he cannot respond accurately without knowing how many positions are being considered to be frozen. He stated that the average Unit A faculty salary is \$84,000, while the average Unit B faculty salary is \$49,000. Approximately \$1.5 to \$2 million in retirement savings is expected between now and FY 19. Interim Vice President Bierman stated that there are positions that are open currently that will be reviewed for the second time this year with President Thomas; he does not know how many there are, but it is a significant number. He added that until it is known how many positions are being considered, it is hard for him to give a full answer.

Chairperson Pynes asked if hires on the books right now will increase the overall payroll or whether payroll will be about the same or less next year with no raises. Interim Vice President Bierman responded that it depends on how long the positions have been open. For instance, Interim Vice President Bierman has also been acting as the Budget Director, so the Budget Director position has been open this year in theory, and there are savings from that. Next year that position will either be filled by someone else or Interim Vice President Bierman will return to the Budget Director position, so that cost will add to payroll. He added that if an individual leaves the University and the position is immediately filled, it will have a neutral affect or will be a savings because the University is trying to hire at lower amounts when refilling positions, so it is a nuanced question. Senator Hironimus-Wendt stated that hiring freezes are announced as concrete, they can still be quite fluid. As a Unit B faculty member, Senator Hironimus-Wendt was let go from James Madison University during a hiring freeze because when a critical need occurred in one area, faculty were laid off in other areas to balance the needed hire. He stated that hiring freezes are not as cut and dried as they might seem; it is still complex.

Senator Roberts asked if borrowing is an option for the University. Interim Vice President Bierman responded that WIU has the statutory authority to borrow for operating expenses and can borrow for capital needs within certain very narrow parameters. He added that most of the University's authority in this area was taken away during the last legislative session. The University cannot borrow for payroll but can borrow for construction in certain cases.

Senator Allison said she can understand critical hiring if a degree program is in jeopardy. She related at a fall Senate meeting that there is a large backlog of writing classes, and while the English degree is not hurt, if faculty are not hired to teach the writing classes the backlog will affect the University in the long term. She recalled asking in the fall what is considered a critical position, and she still wants a response to that question. Interim Provost Neumann responded that, for instance, Law Enforcement and Justice Administration (LEJA) had at least five faculty retire or leave the University, but they cannot be down that number of faculty and handle their student load without refilling some of those positions. She stated that in regard to the backlog of writing classes, that comes down to a conversation between the chair and the dean, and then the dean and the Interim Provost to demonstrate what that impact would be, what needs to be done to mitigate that impact, and what happens if nothing is done.

Senator Allison said people have asked her where the money is coming from to demolish Higgins Hall this summer. Interim Vice President Bierman responded that University Housing and Dining Services is in a closed auxiliary system and have built up reserves to do capital improvement projects; demolition is considered a capital improvement project because it will take \$50 million of deferred maintenance off the books. The demolition was supposed to occur last summer but was put on hold due to the budget crisis. Interim Vice President Bierman told senators the building is deteriorating very quickly. Chairperson Pynes asked if this is the building that was underbid one million dollars for destruction; Interim Vice President Bierman responded that it is, which is why the University was able to save the bid. Chairperson Pynes stated that at the last Board of Trustees meeting it was said that the bid was about to expire, but Facilities Management Director Scott Coker was able to save the low bid.

Senator Szyjka wonders if there would be opportunities for retraining of faculty or moving them to other areas if there were to be a hiring freeze and a situation such as was outlined by Senator Hironimus-Wendt should occur. Chairperson Pynes responded that anyone laid off can avail themselves of the contractual ability to be retrained or moved to another department. Chairperson Pynes asked if now that Vice President Rives has explained the purpose of the supplement, senators are ready to make a motion to endorse the revised document.

Vice President Rives related that he visits hundreds of universities nationally and internationally, including some that in very serious trouble. He observed that the current historic budget impasse could have put WIU in major jeopardy and has already done irreparable damage that it will be difficult to correct. He thanked senators for their investment of time, particularly those senators who served on the committee writing the supplement document, in the spirit of the moving the University ahead. He observed that many institutions who are in financial murkiness, like WIU, self-destruct and turn on one another, so it is professionally moving from a Higher Learning Commission perspective to see the care and compassion that senators give to these issues. Vice President Rives stated that in his 25 years on the Higher Learning Commission he has never seen an institution behave so properly, and he is proud to be a Leatherneck.

Vice President Rives stated that for the University strategic plan, master plan, and other forms of planning, the usual process at WIU is to ask for endorsement from all governance groups on both campuses. The strategic plan supplement goes to the Board of Trustees in June and will be included in the consent report for governance group leaders. Chairperson Pynes asked if Vice President Rives will be giving a report on the supplement at the BOT meeting on March 31. Vice President Rives responded that he will be going over the changes to the document and letting trustees know which governance groups he has discussed them with. Chairperson Pynes asked if it will not be an action item for the BOT until June; Vice President Rives confirmed that is correct. Chairperson Pynes stated that if any objections or changes need to be conveyed to the BOT, he will do so at the June meeting.

Motion: To endorse the current draft of the strategic plan supplement (Hironimus-Wendt/Brown). Senator McNabb clarified that what is being endorsed is the corrected version.

MOTION APPROVED 19 YES – 1 NO – 0 AB

IV. Reports of Committees and Councils

A. Council on Admission, Graduation, and Academic Standards (CAGAS)
(Steve Rock, Chair)

1. Proposed Changes to Awarding of Posthumous Degrees

Dr. Rock told senators that there were two issues with the current policy: 1) it only considered undergraduates, and 2) there were issues related to whether faculty members could opt out if they did not want to participate. He added that Registrar Angela Lynn was the primary contact person for the proposed changes.

Dr. Lynn told senators the document was modified to encompass graduate level situations as well as undergraduate. Rather than classification as a senior, the criteria were changed to satisfactory completion of 75 percent of degree requirements. She told senators there were no residency requirements in the original document, so that was added because in the past a question was raised whether a student who had been at WIU only one semester was eligible to receive a posthumous degree. Dr. Lynn pointed out the previous policy offered the family the opportunity to accept the diploma at commencement, but it was decided to make that part of the procedural process rather than policy. She said since the undergraduate policy was implemented, there have been at least ten times where it was used. She related that at one ceremony there were three posthumous degrees awarded, and that changes the feel of the ceremony and makes it more of a memorial service; additionally, even if families were not comfortable with accepting the diploma in the past, they felt like they were obligated to attend. Dr. Lynn stated that it became apparent that the decision is too personal and should be left flexible as to how the family wants the degree to be awarded. Dr. Rock added that the new policy is a joint effort between CAGAS and the Graduate Council, and the Grad Council has already approved it.

Senator Boynton asked if the reference to 75 percent of degree requirements refers to credit hours, Gen Ed, or work in the major or minor. Dr. Lynn replied that it refers to credit hours because the previous policy referred to senior standing, which is 90 credit hours. Senator McNabb asked if 75 percent keeps the policy in line with best practices at peer institutions. Dr. Lynn replied that the policy originally brought forward specified that the student must be in the last semester of studies, but it was modified by Faculty Senate to senior standing, which broadened the original intent. She added that the Graduate Council was comfortable with 75 percent in order to align with 90 hours for undergraduates. **The policy will be modified to specify “75 percent of degree and credit hour requirements.”** Senator McNabb observed that the current policy allows for exceptions to the 75 percent rule; she asked if historically there have been requests from parents of sophomores or juniors for exceptions to the existing policy. Dr. Lynn replied that there have not been requests for exceptions.

Chairperson Pynes said he commends the policy and how the Registrar’s office has handled it. He thinks families appreciate receiving the degree, even though they may not want to be at the ceremony.

NO OBJECTIONS

B. Writing Instruction in the Disciplines (WID) Committee
(Munia Cabal-Jimenez, Chair)

1. Request for WID Designation

- a) CHEM 455, Forensic Serology and DNA Analysis, 4 s.h.

Senator McNabb remarked that the proposal is a thoughtful one from a WID perspective and will serve students well. She commended the department for being so responsive to student needs that they crafted this course.

NO OBJECTIONS

C. Council on Curricular Programs and Instruction (CCPI)
(Anita Hardeman, Chair)

1. Curricular Requests from the Department of Chemistry

- a) Request for Change of Major

- (1) Forensic Chemistry

CHANGE OF MAJOR APPROVED

2. Curricular Requests from the School of Music

a) Requests for New Courses

- (1) MUS 139, Band Instrument Maintenance and Repair, 1 s.h., repeatable to 2 s.h.
- (2) MUS 242, Music Industry Career Preparation, 1 s.h.

Senator Macchi asked if this course overlaps with any career preparation courses already on the books, such as UNIV 200, Career Exploration, or COMM 305, Interviewing. Music professor Courtney Blankenship explained the purpose of MUS 242 was to mimic career preparation courses in other departments. Music Business students are required to complete an internship, and many do two internships, but career preparation has up to this point been delayed until fall of the senior year. The School of Music has found that students needed this information earlier in their curriculum. Ms. Blankenship looked at career preparation courses in other departments, such as BIOL 170, Introduction to Health Careers, and CNED 241, Career and Personal Development, that were catered specifically to their degrees. Senator Macchi asked if Ms. Blankenship had a conversation with the Career Development Center and showed them the proposed syllabus because some of the course objectives look like they could overlap UNIV 200. Ms. Blankenship replied that she did not talk to them about the proposal, but she works closely with the Center. She related that employees of the Career Development Center visit her MUS 441 class, Current Issues in Music Business, which is being split into two classes, MUS 441 and 242. Students in MUS 441 go to the Career Center to do mock interviews and have their resumes reviewed, so Ms. Blankenship has an established relationship with the Career Development Center and does not think they would think that MUS 242 takes away a piece of what they currently do.

Chairperson Pynes pointed out that Music could not have known about UNIV 200 because that class was just recently approved by Faculty Senate. Senator Allison remarked that when UNIV 200 was approved, she did not think that it would take away from discipline-specific career preparation courses or she would have voted against it; she assumed UNIV 200 was generic. Chairperson Pynes confirmed that was the way UNIV 200 was presented.

Parliamentarian Deitz pointed out every social science major includes a course preparation class so that all students can learn research methods. She noted that these courses might overlap somewhat, but it is fairly standard that each discipline offers a research methods course.

Senator Boynton pointed out that currently MUS 441 is 2 s.h., 1 s.h. of which is being taken away to create MUS 242, so the School is simply splitting what they are currently doing. Ms. Blankenship confirmed that is the case, although some of the information in MUS 441 will be offered earlier in the curricular period.

Senator Macchi stated that if the course objectives were more specific to Music it might make the course more acceptable because the first two course objectives are very general. Ms. Blankenship observed that there are things that are very similar in job searches, but her students are going to work in the recording industry, promotions, artist management, publishing, or music products and have relationships with internship sites in those types of areas. She noted that there are career books specifically for students in these areas.

Chairperson Pynes asked if Senator Macchi would be comfortable approving the course if Ms. Blankenship were to obtain a letter of support from the Career Development Center. Senator Macchi responded that this would be acceptable, or changing the first course objective, "Identify the specific steps in an internship/job search," to specify "for music majors entering the music industry."

Senator McNabb observed that while cross-campus collaboration and consultation is important, and while she is sympathetic with Senator Macchi's concerns, the title of the course and course description seem to imply that the first two course objectives are music business industry oriented. She stated that while it is a good point moving forward, she does not feel comfortable holding the current request up for inclusion of material that is already in the proposal. Senator Allison said she would be uncomfortable asking that Music get a letter of support from the Career Development Center. She believes that any department should be able to craft their own career preparation or research methods course without having to go to the Career Development Center first.

- (3) MUS 358, Practicum in Music Therapy II, 1 s.h.

NEW COURSES APPROVED

- b) Request for Change of Minor

- (1) Music Business

CHANGE OF MINOR APPROVED

- c) Requests for Changes of Options

- (1) Music Business
- (2) Music Therapy

CHANGES OF OPTIONS APPROVED

- 3. Curricular Requests from Liberal Arts and Sciences

- a) Request for Change of Minor

- (1) African American Studies

CHANGE OF MINOR APPROVED

- 4. Curricular Requests from the School of Computer Sciences

- a) Requests for New Courses

- (1) CSEC 330, Cyber-Physical Systems, 3 s.h.
- (2) CSEC 345, Secure Coding and Design, 3 s.h.
- (3) CSEC 489, Penetration Testing and Ethical Hacking, 3 s.h.

Senator Boynton asked what is considered ethical hacking. Computer Sciences professor Jim McQuillan explained that a company could hire someone to try to break into their computer systems and provide a report as to how they were able to do so. Interim Provost Neumann added that WIU does external penetration testing to make sure the University's systems are secure.

- (4) CSEC 494, Topics in Cyber Security, 3 s.h.

NEW COURSES APPROVED

- b) Request for Change of Major
 - (1) Network Technologies

CHANGE OF MAJOR APPROVED

V. Old Business

A. Proposed Bylaws Amendment – Senate Year

1. Second Reading and Vote

Chairperson Pynes recalled that at the last Senate meeting College of Arts and Sciences Dean Sue Martinelli-Fernandez expressed her appreciation and support of the bylaws amendment, which he said is an attempt to explain to senators when their terms begin and end. He added that a two-thirds approval of the entire membership of 23 senators – 16 yes votes – is necessary to pass a bylaws amendment.

Motion: To approve the bylaws amendment (Locke/Boynton)

Chairperson Pynes stated that, if approved, the amendment would take place immediately. He added it will make it easier for people in leadership positions, such as the Senate Nominating Committee, to communicate what is considered to be a Senate Year.

MOTION APPROVED 19 YES – 0 NO – 0 AB

VI. New Business

B. Board of Trustees Consent Agenda

Chairperson Pynes told senators he had to submit his report by noon today, but he did not officially consent to anything on the BOT agenda. Senator Boynton thanked Senator Hironimus-Wendt for raising the question about bereavement leave via email. The BOT agenda had indicated that bereavement leave changes would be different for faculty and staff, but Interim Vice President Bierman clarified that this was an error, and the two will have identical leaves. Chairperson Pynes added that the correct information was put on the BOT website.

Senator Sandage asked if the update to the Higher Learning Commission (HLC) will be specific to the numbers discussed earlier in the meeting. Chairperson Pynes pointed out that President Thomas's letter to the HLC is on pp. 50-62 of the BOT report. He added that last April the BOT voted to use WIU's restricted funds to get through the budget crisis if necessary, which triggered the HLC's questions. Vice President Rives clarified that the HLC asked not just WIU but all

public universities and community colleges in Illinois five questions in relation to their budgets and how the institutions are moving forward.

Senator Allison asked if it is necessary to vote on the action items. Chairperson Pynes responded that the Senate tacitly accepts the consent agenda unless a senator objects to a specific action item; if the concern is not addressed, senators could vote on that item, and the Chair would report to the BOT that Faculty Senate did not consent to it. He added that if there are no objections it is treated like a report from a Senate committee or council.

C. For the Good of the Body – None

Motion: To adjourn (McNabb)

The Faculty Senate adjourned at 5:30 p.m.

Heather McIlvaine-Newsad, Senate Secretary

Annette Hamm, Faculty Senate Recording Secretary