

FACULTY SENATE EXECUTIVE COMMITTEE MEETING

Tuesday, 5 April 2022
Via Zoom, 3:30 p.m.

ACTION MINUTES

MEMBERS PRESENT: Bill Thompson, Chair; Lee Brice, Vice Chair; Julia Albarracin, Secretary
ALSO PRESENT: Craig Whetten, Parliamentarian; Manoochehr Zoghi, Provost; Annette Hamm, Interim Faculty Senate Office Manager
GUEST: Russ Morgan, Associate Provost

1) Chair Thompson proposed to the Executive Committee that they consider a wider distribution of the Executive Committee minutes than in recent years. When Senate packets were distributed on paper, anyone who received a packet also received a copy of the (green) ExCo minutes. When distribution of Senate packets changed to Google Drive at the beginning of Fall 2020 due to Covid considerations, the ExCo minutes began to be only distributed to senators. Chair Thompson would like to see the minutes distributed or made available to the entire faculty body rather than just to senators so that everyone has a chance to see what is coming up before Faculty Senate, either through a direct email to the Faculty Senate listproc or by adding them to the Senate website. He noted that anyone can come to the meetings, and they are not secret. Senator Brice supports making the ExCo minutes more widely available, adding that when he was not on Faculty Senate he would often ask a senator to share them with him so that he could read them. He pointed out, though, that faculty receive a lot of emails to sort through and thinks that posting the minutes on the website would be sufficient. After discussion, the Executive Committee members voted unanimously to post the ExCo minutes on the Faculty Senate website going forward but not post past years' minutes. An email will be sent to faculty alerting them where to find the Senate and Executive Committee minutes.

2) Chair Thompson asked Provost Zoghi about the status of the university's strategic plan. Provost Zoghi responded that a draft of the strategic plan will be presented to the Board of Trustees at their September 22 meeting. Senator Albarracin, who serves on the planning committee, added that Associate Provost Mark Mossman sent a draft out to the committee on August 9; the most recent version is posted on the Higher Values in Higher Education website (http://www.wiu.edu/aasp/university_planning/process.php). Chair Thompson asked if the strategic plan had in the past gone before Faculty Senate before going to the Board of Trustees; Ms. Hamm confirmed this is correct. Chair Thompson suggested the draft strategic plan be presented to Faculty Senate as an informational item for the September 13 meeting in case senators have comments before it goes to the BOT.

3) Associate Provost Morgan told ExCo the Provost's office would like to get the search for a Dean for the College of Education and Human Services moving as soon as possible. There will be 12-15 members on the search committee. Provost Zoghi has appointed Library Dean Hector Maymi-Sugranes to chair the search; other representatives come from the Chairs' Council, Civil Service Employees' Council, the Council for Administrative Personnel, and Student Government Association, who can appoint up to four students.

According to the Administrator Selection Procedures, Faculty Senate is charged to "elect a senator from the respective college" for dean searches. Additionally, "six faculty from the departments shall be elected by, or shall be selected by, procedures established by the Faculty Senate," and "preference will be given to selecting at least one member who has graduate faculty status." During the last COEHS dean search in 2019, Faculty Senate voted to ask each of the six departments/schools in the College of Education and Human Services to elect one representative from each of their areas to serve on the search committee. The six areas included in this process in 2019 were Recreation, Park and Tourism Administration, Education, Law Enforcement and Justice Administration, College Student Personnel/Counseling, Health Sciences/Social Work, and Kinesiology.

Associate Provost Morgan would like to see Military Science added to this list, but that would push the representation beyond the policy limit of "six departments/schools." He pointed out to the Executive Committee that during the dean search for the College of Business and Technology in 2019, since that college had seven departments/schools, Faculty Senate decided that the senator chosen to serve on the search committee would also be designated the representative of that individual's department/school. Associate Provost Morgan asked if the

Executive Committee would consider making a similar recommendation in this case. He pointed out that Military Science has a seat on the COEHS Faculty Council but does not have bargaining unit faculty so often gets overlooked in these types of discussions.

Chair Thompson asked if Provost Zoghi could appoint a representative from Military Science to the search committee. Associate Provost Morgan responded that the Provost can add additional members from any constituent group as long as a faculty majority is maintained. After further discussion, the Executive Committee voted unanimously to recommend to Faculty Senate that the senator chosen to serve on the COEHS dean search committee also act as the representative for their department/school so that Military Science can be added to the list of six department/school representatives to the committee. Once Faculty Senate approves a method for determining representation for this search, Chair Thompson will inform the College of the procedures to be used and ask that names of the representatives from the schools/departments be provided to him by September 13.

4) Chair Thompson asked Provost Zoghi about the status of other searches to replace interim appointments, such as those for the Vice Presidents for Student Success (John Smith) and Finance and Administration (Shannon Sutton). He asked if searches to fill these positions can be expected this year or next. Provost Zoghi responded there will be a search to fill the position in Finance and Administration. The job description is currently being finalized. He is not sure about the VP for Student Success position.

Associate Provost Morgan said work is underway on the search process for a Director for the Office of Sponsored Projects. He hopes that ad will be posted in the next few days. Associate Provost Morgan and Shannon Sutton have been sharing those duties in the interim. Chair Thompson asked if there will be faculty representation on this search committee; Associate Provost Morgan responded that he thinks so.

Provost Zoghi related there have been discussions about filling the vacant position of the Director of Assessment Accreditation, and Planning, particularly to keep the momentum going from the Higher Learning Commission's visit last year. Chair Thompson asked how this position is different from the assessment duties of Lori Baker-Sperry in the Provost's office. Associate Provost Morgan explained that Dr. Baker-Sperry works directly with departments/schools and faculty, but the position formerly held by Debbie Kepple-Mamros works at a higher level with University accreditation groups such as ABET and AACSB, as well as overseeing program reviews. Chair Thompson asked if Dr. Baker-Sperry reports to this person, but Associate Provost Morgan clarified that both positions report to Associate Provost Mark Mossman and work closely with the Office of Institutional Research and Planning and the Registrar's Office. Provost Zoghi remarked that the search committee will probably be a big one with representation from persons associated with assessments and program reviews. Chair Thompson recommended that faculty also be represented on this search committee and suggested someone with a statistical background who understands the theory and science of creating assessments would be a good choice. Provost Zoghi responded the committee has not been created yet but he thinks this is a good idea.

Provost Zoghi remarked that two remaining positions to fill with permanent appointments include the Directorships for Justice, Inclusion, Diversity, and Equity (JIDE) and that of Equal Opportunity and Access. Carl Ervin was recently named the Interim Director of JIDE.

5) Provost Zoghi spoke to the Executive Committee about his plans to increase WIU's retention. He noted that it is well known that the demographic for high school graduates nationwide will drop dramatically in 2026 and continue to drop from there, and WIU's retention rate has been running below the national average for the past six years. The Provost thinks Justin Schuch, Executive Director of Retention Initiatives, has been doing a great job, but that the University should concentrate on how to get everyone to focus in the same direction.

Provost Zoghi has developed a systematic approach to enhance retention that he calls FLAME: Focus, Lead (the effort), Alignment (of resources), Measurement, and Engagement. Chair Thompson asked if colleges are supposed to be developing plans to submit to the Provost. Provost Zoghi confirmed this is correct. He discussed the student life cycle model with deans and would like for them to tell him what they are currently doing in their colleges to retain students. He wants to work collaboratively with faculty, staff, chairs, deans, the Library, the Registrar's Office, Financial Aid, counselors, and others to bring everybody that instrumentally affects student success together because any combination of persons could impact students structurally or academically. Provost Zoghi has had lots of conversations with advisors and counselors who have related that even a \$5 hold on a student account can sometimes prevent that student from registering for classes and achieving a sense of

belonging at WIU. He wants to develop those kinds of check points that bring everyone together to address these issues and help student right now.

The Provost thinks everyone needs to step back and identify two to three observable key results to concentrate on with a short time period to report progress, thereby holding everyone responsible and planning what can be done to follow up on successes. He related that President Huang wants to make sure every college has a plan submitted to him by the end of the calendar year in what is intended to become a continuous improvement process. Provost Zoghi believes that even small changes can, over time, accumulate to have a much bigger impact. Chair Thompson asked if every department and college will be asked to submit a plan. Provost Zoghi responded that only colleges are being asked initially in order to make sure that everyone is on the same page. He noted that currently a four-day plan has been created for onboarding new students because 50-60 or more students have the potential to fall through the cracks during just this process. He wants everyone at the University to realize that every student counts and to ask how they can reach out to these students to help them make a successful transition to college. This might include helping students to understand that while there will be difficulties during this journey, they can try different ways to solve problems by being equipped with various kinds of growth mind sets to help themselves advance their educations. Provost Zoghi thinks one way to facilitate could be connecting incoming freshmen with leisure-learning communities and role models.

Chair Thompson asked Provost Zoghi if he would like to present his ideas to the full Senate, but Provost Zoghi would prefer a broader message that can be transmitted to the entire campus community with an opportunity for individuals to compare notes about what works in their areas. He plans to post ideas on a University-wide shared Google Drive to which everyone will have transparent access with the opportunity to come together to determine best practices. He noted that Georgia State has done some magnificent things toward improving its student retention and success rate.

Senator Albarracin related that she and a faculty colleague were hampered when trying to apply for a TRIO grant because data for first generation students, which is housed in Admissions, and financial aid data could not be cross-referenced. She thinks it is crucial that WIU obtain a system where these types of data can be cross referenced in order to do better research. Associate Provost Morgan related that he ran into a similar problem when trying to assist faculty writing an engineering grant. He hopes the new SLATE program that is currently being implemented will help solve some of these communication problems, then eventually WIU will get a full Enterprise Resource Planning system.

6) Chair Thompson asked if the administration has determined any preferred language that faculty should be using when talking to students about monkeypox. He thinks at some point Faculty Senate will want to talk to Beu Health Center Director and VP for Student Success John Smith about what the University is doing to address the monkeypox contagion, which has now been named a national health emergency. Provost Zoghi observed that the University's Covid website is constantly updated. Chair Thompson asked if the administration will want language added to future syllabi to address Covid and monkeypox in order to have consistent messaging. He also wonders if WIU will be offering the monkeypox vaccine.

7) Chair Thompson pointed out that a request from the School of Education to lower a GPA gateway which was approved by CAGAS in late May will be on the August 30 Senate agenda under Reports from Committees and Councils. The state of Illinois has mandated that the GPA gateway for Early Childhood programs be reduced from 2.75 to 2.0. In light of this, the School of Education is asking that the gateway for their Elementary Education, Middle Level, and Special Education programs be reduced from 2.75 to 2.5. Chair Thompson related that Education voted on approving this change a couple of weeks ago.

8) Annual reports from Faculty Senate committees and councils will also be on the agenda for August 30 under Reports from Committees and Councils.

9) The Executive Committee representative for the Committee on Provost and Presidential Performance this year will be Senator Brice, while Chair Thompson will serve as the ExCo representative to the Budget Transparency Committee. Senators will be asked to fill the remaining vacancies on these two committees, the Provost Advisory Council, and the Student Learning Assessment Committee during New Business on August 30.

10) Election notices will be sent out tomorrow to fill three vacancies. Faculty Senate needs to fill a vacant two-year seat from the College of Education and Human Services. Additionally, full professors are sought to fill three-year vacancies on the University Personnel Committee from the College of Arts and Sciences and the College of Business and Technology. The deadline for petitions to be submitted is September 7.

11) Faculty Senate meetings will be held in a hybrid format this year with attendees able to attend in person in the Union Capitol Rooms as well as via zoom.

12) Three guests have been invited to speak to senators at the first meeting on August 30 during Announcements: Bobbi Smith, Director of Financial Aid, will speak about the new textbook charging program for the Union Bookstore; new University Technology CIO Greg Kain will speak about changes in his area; and Christopher Merritt, newly created Dean of Innovation and Economic Development, will speak about his new duties.

Vice President for Enrollment Management Amber Schultz will attend the September 27 meeting to speak to senators, and new Athletics Director Paul Bubb will speak to senators on October 11 about the student-athlete transfer program and Athletics budget. Other guests to be invited to speak to Faculty Senate will include Library Dean Hector Maymi-Sugranes, JIDE Interim Director Carl Ervin, and Interim Vice President for Student Services John Smith.

President Huang will meet with the Executive Committee on September 6 and with Faculty Senate on September 27.

The Executive Committee will also invite college deans to take turns coming to ExCo meetings later this fall to discuss the opportunities and challenges their colleges may face in the coming year.

13) The Executive Committee finalized the remainder of the Senate agenda for August 30, and the meeting adjourned at 4:52 p.m.

Respectfully submitted,
Annette Hamm, Interim Faculty Senate Office Manager
and Recording Secretary