

**WESTERN ILLINOIS UNIVERSITY**  
**FACULTY SENATE**  
**Regular Meeting, 27 October 2015, 4:00 p.m.**  
**Capitol Rooms - University Union**

**ACTION MINUTES**

**SENATORS PRESENT:** M. Bean, S. Bennett, V. Boynton, J. Brown, A. Burke, G. Cabedo-Timmons, M. Carncross, D. DeVolder, K. Dodson, D. Halverson, R. Hironimus-Wendt, K. Kapale, C. Keist, N. Lino, J. McNabb, J. Myers, C. Pynes, T. Roberts, T. Sadler, B. Siever, A. Silberer, S. Szyjka, T. Westerhold  
Ex-officio: Kathy Neumann, Interim Provost; Tej Kaul, Parliamentarian

**SENATORS ABSENT:** None

**GUESTS:** Dale Adkins, Matt Bierman, Andrea Henderson, Angela Lynn, Sue Martinelli-Fernandez, Kyle Mayborn, Rose McConnell, Nathan Miczo, Scott Palmer, Nancy Parsons, Steve Rock, Aimee Shouse, Lora Wolff

I. Consideration of Minutes

A. 13 October 2015

Senator Boynton clarified regarding the General Education discussion on page 3 of the minutes that courses can be listed in more than one Gen Ed category.

**MINUTES APPROVED AS CORRECTED**

II. Announcements

A. Approvals from the Provost

1. Requests for New Courses

- a) GCOM 122, Introduction to Emerging Design Technologies, 3 s.h.
- b) GCOM 422, Applied Emerging Design Technologies, 3 s.h.

2. Request for New Interdisciplinary Minor

- a) Emerging Design Technologies

3. Request for Change in Minor

- a) Dance

B. Provost's Report

1. Budget Discussion  
(Matt Bierman, Budget Director)

Interim Provost Neumann stated that Friday, October 16 marked the “trigger point” of halfway through the fall semester. The administration had hoped to have definite budget information from Springfield by this point and to be able to develop specific plans based upon that information. In the absence of budget information, President Thomas has decided that the University needs to move forward, and discussions need to begin with various constituency groups about some of the processes and plans that are being considered to address this situation. Interim Provost Neumann asked Mr. Bierman to discuss the cash flow problems associated with FY 16.

Mr. Bierman provided an update on where the state of Illinois stands budgetarily based on what local legislators told the administration a month ago as well as information recently provided by the Illinois Comptroller in a press conference. He stated that based upon past appropriations, court decrees, and continuing resolutions, the state is on track to spend approximately \$36 billion this year at its current rate of spending. Two billion dollars has not been addressed; this includes funding for higher education and human services. Revenue is anticipated to bring in about \$32 billion given the current income tax structure, resulting in a \$6 billion dollar shortfall if the \$2 billion for higher education/human services is included. Mr. Bierman related that the Comptroller says the state started the year \$6 billion in arrears in payments to vendors and agencies; it is estimated that will increase to \$8 billion in arrears by December 31 and to \$12 billion by June 30, 2016.

In the absence of appropriations, Western is using its reserves combined with tuition dollars received this fall to pay its bills. Mr. Bierman explained that there are three sources of money to pay WIU's bills. The University will likely run out of money in the first source, the income fund, and will then need to borrow from the second source, local funds, to make payments. Spring semester tuition will provide some assistance, after which the University will need to turn to its auxiliary funds. Mr. Bierman stressed that WIU will be open for business the entire spring semester through graduation and asked those present to help dispel the myths that this is not the case. He said that WIU does have the cash to complete the spring semester, but it will have to use its funds in different ways, which will present some challenges that will have to be solved internally. He explained that typically the University does not borrow from one fund into another, but the institution will do what needs to be done.

Mr. Bierman observed that even if the state passes a budget, they have historically been six months in arrears paying WIU what it is owed. The administration is concerned not just that the state pass a budget but also about when the University will actually receive any cash and is monitoring this very carefully. Mr. Bierman stated that this is part of the conversation when the President goes to Springfield to talk to legislators or to the Governor. He stressed that WIU is not the only university in this situation; the same is true of most of the institutions in the state. He added that all the institutions have varying abilities to go different distances based on their reserve cash levels; additionally, some institutions have greater income fund reserves while others have greater local fund reserves.

Mr. Bierman reported that Moody's today downgraded the bond ratings for seven of the nine public universities in the state. WIU's bond rating was downgraded two levels, from Baa1 to Baa3. Mr. Bierman stressed that this has no financial implication whatsoever for WIU. He explained that the bonds this rating was based upon were sold in 2006, so it has no impact unless the University wanted to borrow from a lending institution using Moody's ratings system, and WIU does not intend to do that. He stated that the University is considering refinancing debt using WIU's Standard and Poor's rating. Mr. Bierman added the only impact of the Moody's downgrade is in public relations and how comfortable people are with Western's standing in the state. The downgrade follows Moody's downgrade of the state of Illinois in general last week.

Senator Sadler asked if the assumption that Western will be able to continue through the spring semester is based upon depleting all of the University's existing reserves. Mr. Bierman answered affirmatively, adding that he does not know when that depletion will actually occur. He stated that the administration has some target dates built into the cash flow model, but this can be affected by the spend rate, which is why conversations will be occurring to discuss how the University can conserve during the spring semester. The administration continues to hope, however, that Springfield will pass a budget and that cash flow will accompany it within a reasonable timeframe.

Senator Sadler asked when in WIU's history it had no reserves. Mr. Bierman responded that the income fund had no reserves less than ten years ago and was built up in fairly recent history, while the auxiliary funds have carried reserves for many years, fluctuating from \$3-\$4 million to \$12-\$13 million. He added that the local funds are not so much reserves as they are cash balances in those accounts; some entities at WIU may have a cash balance of \$200 while others, such as Beu Health Center, can have \$200,000 because of the size of its operation.

Parliamentarian Kaul asked how good the enrollment outlook is for the spring semester. Mr. Bierman responded that the University is expecting similar fall to spring retention as last year, so numbers that were down in fall will likely remain down for the spring semester but should not be significantly worse. WIU covered MAP funding for students for the fall semester in the absence of MAP dollars from the state, and the administration is discussing what to do if the state does not pay MAP funds for the spring, although it is likely the University would have to cover those as well. Mr. Bierman stated that the lack of MAP funds, therefore, has no financial impact on students, and the financial reasons that may keep them from returning would be their own situations.

Interim Provost Neumann's primary concerns are to cover payroll and provide for Western's students, so she will be asking departments soon to closely monitor spending to make sure that expenditures are absolutely essential in order to preserve cash flow. Additionally, all non-essential travel will need to be shut down, although Interim Provost Neumann hopes this can be restored once money starts to flow from Springfield. In the meantime, she stressed that everyone at WIU will need to be very careful of spending in order to retain money in the account for payroll.

Interim Provost Neumann believes that planning for FY 17 and beyond is really an exercise for all of the campus community. She is very mindful of the need to work through the collective bargaining process but thinks the University will need to look at what can be done to refocus and reshape the institution. Interim Provost Neumann told senators the administration does not believe that WIU can continue to raise tuition every year because the gap between the cost of education and what students can afford to pay seems to have reached its maximum. She related that Vice President for Student Affairs Gary Biller is heading a task force to see if tuition can be lowered a little bit to reduce that gap for those students who are trying to attend WIU. Interim Provost Neumann observed that WIU now has a 14:1 student-faculty ratio, which is rather low for an institution the size of Western; historically, the ratio has been 17:1, which Interim Provost Neumann believes is a more comfortable level, and President Thomas would like to see it returned to that ratio.

Interim Provost Neumann believes that the campus community can identify areas in which WIU should reinvest because of growth or areas that are emerging and need a shot of investment dollars. The budget issues – reduced enrollment combined with less state funding – as well as the student-faculty ratio are driving decisions being considered for campus restructuring. Interim Provost Neumann outlined some possible scenarios to attempt to achieve budget stabilization and believes the campus community can probably think of additional ideas:

- 1) Across-the-board pay cuts;
- 2) Furlough days, although Interim Provost Neumann says this represents a temporary, stop-gap measure until there is time to implement some of the suggestions coming forward;
- 3) Graduated pay decrease, meaning that those with higher income levels would see greater decreases than those employees with lower income levels; and
- 4) Selective reduction, elimination, and reinvestment in all areas of the University.

Interim Provost Neumann believes the reality is that a combination of some of these scenarios will likely need to be implemented, combined with suggestions in areas that the administration has not yet considered. Interim Provost Neumann related that when she and

President Thomas met with the Quad Cities Faculty Council on Friday, October 23, WIUQC faculty provided some good suggestions for new program possibilities, enhancing programs, and increasing student enrollment. Interim Provost Neumann hopes that at the end of this process Western will become a more efficient and stronger institution of which everyone can be proud.

Senator Roberts asked how comfortable the administration is with the relationship between decreasing tuition and increasing student enrollment and whether there is a fairly reliable model that shows that if tuition is decreased five percent it results in an equivalent boost in enrollment. Interim Provost Neumann responded that Bill Polley, Economics and Decision Sciences professor and Interim Associate Dean for the College of Business and Technology, has been compiling information from the Student Clearinghouse, a data collection facility with information gathered from student applications to state institutions. Dr. Polley and a graduate student are going through many hundreds of thousands of records to look at elasticity models and develop a good predictor in response to this question. Interim Provost Neumann has just received the first preliminary data, and hopes that in the next few weeks that can be more fine-tuned.

C. Student Government Association (SGA) Report  
(Esmeralda Moreno, SGA student representative)

In the absence of Ms. Moreno, Chairperson Pynes delivered her pre-submitted report:

- SGA at its last meeting passed a bill to congratulate the Department of Physics, who was recently ranked second nationally by the American Institute of Physics among institutions offerings master's degrees in Physics as the highest degree. SGA tabled a bill asking that Physics be made a signature program.
- Maggie Walsh has been appointed to the Council on Student Activities Funds.
- SGA allocated \$1,500 toward food and transportation for Student Advocacy Day. There was no meeting last week in order for members to attend the event in Springfield, and Esmeralda reported that the turnout was great.

D. Other Announcements

1. Chairperson Pynes announced that Jongnam Choi, Geography, has been elected to represent the College of Arts and Sciences during spring semester 2016 on the University Personnel Committee during the sabbatical absence of Heather McIlvaine-Newsad.

III. Reports of Committees and Councils

A. Council on Curricular Programs and Instruction (CCPI)  
(Lora Wolff, Chair)

1. Curricular Requests from the Department of Political Science
  - a) Request for Change of Minor
    - (1) Global Politics

**CHANGE OF MINOR APPROVED**

B. Writing Instruction in the Disciplines (WID) Committee  
(Nathan Miczo, Chair)

1. Overenrollment Report

Dr. Miczo reported that two WID courses – RDG 383 and ARTH 394 – were overenrolled as of the tenth-day report. After emailing the chairs of both departments, he heard back from Sara Simonson, Chair of Curriculum and Instruction, that her department would increase the workload for the instructor of RDG 383 by .08 per student to 3.24. Senator Boynton asked if action will be taken to make sure that in the future those courses are not overenrolled. Dr. Miczo responded that, in the absence of any real enforcement ability, the WID Committee is trying to raise awareness by more regular reports to Faculty Senate. A standard email is now sent to chairs with overenrolled courses after receiving the tenth-day counts each semester. He added that while 3.24 is not a huge increase and may not have any practical effect, the Committee sees it as a symbolic victory as compared to previous years when little or no action was taken to address overenrollment.

Senator McNabb asked if these two courses have a history of overenrollment; Dr. Miczo responded that he does not have that information with him and would need to double check. Senator McNabb noted that the occasional overenrollment, if rare, may be a response to something such as faculty leaving, but chronic overenrollment of the same class should raise a red flag and some sort of probation for the course might be an appropriate response. When she chaired the WID Committee, Senator McNabb sometimes saw the same courses on the overenrollment list every semester, which seems to indicate a department culture that finds it acceptable to exceed the enrollment ceiling. She added that information regarding whether the overenrollment is an isolated incident or represents a chronic pattern would be helpful to have when the WID Chair presents the overenrollment reports to Senate. Senator Miczo stated that he can include that information in future reports in order to make it part of the record.

C. Senate Nominating Committee  
(Virginia Boynton, Chair)

**SENATE COUNCILS AND COMMITTEES:**

Ad Hoc Committee on Campus Civility

Holly Stovall, Women’s Studies				A&S
Justin Ehrlich, Computer Sciences				B&T
Carmen Keist, DFMH				E&HS
Amy Burke, CSD				FA&C
Jill Myers, LEJA				ExCo

**UNIVERSITY COUNCILS AND COMMITTEES:**

Distinguished Faculty Lecturer Selection Committee

Dennis Bowman, LEJA	replacing	Seung Won Yoon	2015-17	E&HS
James Stegall, Music	replacing	Matt Bean	Spr 16 only	FA&C

There were no further nominations, and the candidates were declared elected.

IV. Old Business – None

V. New Business

A. Election of Representative to Search Committee for Associate Provost for Budget, Planning, and Personnel

Chairperson Pynes told senators he received an email from Ron Williams, Assistant Vice President for Academic Affairs, asking that Faculty Senate name a representative to the search committee for an Associate Provost for Budget, Planning, and Personnel. He explained that, unlike procedures for searches for deans or provosts, there are no required constituencies that must be included in search committees for associate provosts. Chairperson Pynes stated that

while Dr. Williams specified a senator for the search committee, the Senate could designate a non-senator. Senator McNabb asked if the search would continue through the remainder of the academic year; Chairperson Pynes responded affirmatively.

**Motion:** To nominate Dennis DeVolder (Boynton)

Senator DeVolder declined the nomination. There were no further nominations from the floor.

**Motion:** To ask the Senate Nominating Committee to select someone to serve on the search committee (Bean/McNabb)

Senator Bean asked if the search will be internal or external. Interim Provost Neumann responded that it will be an internal search.

**MOTION APPROVED 23 YES – 0 NO – 0 AB**

B. Proposed Title IX Language for Syllabus Policy

Andrea Henderson, Director for the Office of Equal Opportunity and Access, presented the Executive Committee last week with proposed mandatory language to be added to syllabi:

“In accordance with University policy and in compliance with Title IX and the Violence Against Women Act (VAWA), Western Illinois University seeks to provide an education and work environment that is free from discrimination and harassment based on sex. Title IX makes it clear that violence and harassment based on sex are Civil Rights offenses subject to the same kinds of accountability applied to offenses against other protected categories. If you, or someone you know, has been a victim of sexual misconduct, dating or domestic violence, or stalking, we encourage you to report this. Please be advised that all WIU employees, except those exempted by law (professional or pastoral counselors, health center employees, and victim advocates-by employment), are ‘Responsible Employees.’ If you report an incident of sexual misconduct to any WIU employee not exempted by law, she or he must notify WIU’s Title IX Coordinator of any information about the incident that you provide. WIU’s Sexual Misconduct and Gender Non-Discrimination Policy is available at: <http://www.wiu.edu/vpas/policies/titleIX.php>.”

Ms. Henderson explained that the Office of Civil Rights has recommended that university equal opportunity and action offices be more proactive in addressing and preventing campus assaults by joining with campus partners to disseminate information and help to establish a campus culture free from sex discrimination, including sexual violence, where everyone knows the reporting responsibilities for individuals. She expressed a willingness to modify the statement if recommended by the Senate.

Senator McNabb remarked that the statement seemed overly long and out of step with other required elements on the Course Syllabus Policy. She suggested that retaining the first sentence combined with the last two sentences accomplishes the educational mission of the statement; it suggests that there is a University policy, provides students with resources (weblink), and explains that if students share information, there must be a report. She believes such a shortened statement would be more in keeping with the disabilities statement for the syllabus.

Chairperson Pynes cautioned senators about attempting to write legislation on the floor. Ms. Henderson offered to redraft the statement and bring it back for the next Senate meeting. Senator Westerhold agrees that the information in the proposed statement needs to be more widely disseminated, but she is not sure the syllabus policy is the place to disseminate it. She noted that the syllabus is the contract between instructor and student; the introductory statement to the required items for syllabi states, “Education works best when a clear understanding is established between instructor and student,” followed by the items that must be included to reinforce that. Senator Westerhold is not sure how Title IX fits into this broader discussion. Ms. Henderson pointed out that students spend more time with faculty than anyone else. She

believes students need to be made aware that faculty members are considered Responsible Employees who must pass that information shared by students on to the Title IX Coordinator so that it can be addressed through the proper channels.

Senator Roberts asked if the Violence against Women Act includes the same legal reporting requirements as Title IX. Ms. Henderson responded that VAWA specifically addresses domestic violence, dating violence, and stalking; since Title IX has determined that these fall under sex discrimination, the two tie together. She added that the requirement for investigation comes from Title IX, but the consideration of domestic violence, dating violence, and stalking as sex discrimination comes from VAWA. Senator Roberts asked if VAWA information needs to be included along with Title IX, which is a University policy. He pointed out that after the first sentence of the proposed language there is no further mention of VAWA, only Title IX. Ms. Henderson explained that the expectations of VAWA are incorporated into Title IX; the first sentence comes directly from the policy and is included as part of the discussion of the process for individuals to bring complaints of sex discrimination.

Senator Boynton noted that, since the syllabus is a contract between faculty and students, the proposed language should make it more explicit that faculty are Responsible Employees. She suggested that the statement, “If you report an incident of sexual misconduct to any WIU employee not exempted by law” be followed by “including faculty members” in order for students to understand that faculty are not exempted from reporting responsibilities.

Senator Bean finds the last word of the first sentence – “...seeks to provide an education and work environment that is free from discrimination and harassment based on sex” – to be ambiguous. Reading this, he wondered if it is referring to discrimination and harassment based on gender or if it is referring to sexual intention and activity since the two are very different. Ms. Henderson stated that the language is taken from the law, which refers to sex discrimination; gender harassment falls under the broader category of sex discrimination.

Senator Szyjka believes the most important part of the proposed language occurs in the middle: “If you, or someone you know, has been the victim of sexual misconduct, dating or domestic violence, or stalking, we encourage you to report this.” He thinks it is important to clearly describe the situations which a student might encounter, and if this section is removed it leaves a lot of jargon while taking away some of the main message the University is trying to convey.

Senator Boynton pointed out that students will be exposed to this information in residence halls and other settings. She believes only what is occurring in the context of the classroom should be included in syllabi. Senator Dodson asserted that sex discrimination and harassment can also play out in the classroom, and she has had students disclose these types of incidents to her in her role as a faculty member. She agrees with Senator Szyjka that the middle part of the proposed language is key. Senator Dodson does not believe students necessarily understand Title IX even though they may have seen it on a flyer or poster in their residence halls, and referring to Title IX alone may be insufficient to fully inform students.

Ms. Henderson suggested she return to Faculty Senate with two versions of the proposal. She stressed that it would be very helpful to have Title IX information in the syllabus, and if that means that it needs to be shortened she is not opposed to doing that so that students can get the information they need while still making it fit the structure of the Course Syllabus Policy.

Senator McNabb thinks the end of the first sentence describes what is sought: “an education and work environment that is free from discrimination and harassment based on sex.” She supports some sort of language being added to the syllabus policy because faculty have increasing contact with students in all sorts of ways; faculty advise student groups and act as mentors for the Building Connections program, for example. Senator McNabb believes, however, that language in the syllabus needs to be moderate and appropriate for that particular venue; the intention is to connect students with resources rather than teach them the policy. She pointed out that the statement for students with disabilities includes the campus address,

telephone number, email address, and concrete resources that students can access if the situation applies to them. Senator McNabb thinks the Title IX information should follow a similar model rather than trying to explain or lecture about the policy's philosophies.

Chairperson Pynes asked if it would be acceptable for the syllabus policy to mandate that instructors explain what Title IX is to their students but for the faculty members' syllabi to specifically include resource information rather than the explanation, which would be verbal. He believes this would achieve the goals of conveying the resource information to students in written format as well as instructing faculty to talk to students about these resources. Ms. Henderson responded this would be acceptable.

Senator Roberts suggested the language for the Title IX section begin with the introductory statement included in the section for students with disabilities – “In accordance with University *values* ...” – rather than beginning with “In accordance with University *policy*.” Chairperson Pynes pointed out that what is being discussed is Title IX policy, not Title IX values, but reiterated that it is difficult to write legislation on the floor of the Senate. Ms. Henderson will rework the language, taking into account the feedback from senators, and return it to the Executive Committee.

Chairperson Pynes has heard some discussion and comments regarding what Faculty Senate can do, is allowed to talk about as a body, and the role of the Senate at WIU. He read from Article I of the Faculty Senate Constitution, which states the purpose of Faculty Senate: “The Faculty Senate shall serve as a means by which the opinions and viewpoints of the faculty may be determined and communicated to the administration of the University, and it shall serve as an agency through which the faculty may participate in the formation of basic University policy. To accomplish these goals, the Faculty Senate shall ...” which is followed by a list of 12 items. Chairperson Pynes pointed out that Item #10 states that Faculty Senate shall “Determine policies which will provide for faculty participation in the preparation of the budgets of the University.” Additionally, Item #11 specifies that the Senate should “Participate in discussion and make recommendations on any subject which affects the welfare of the University.” Chairperson Pynes stressed that these two items are part of the Faculty Senate's Constitution and charge, and the Senate is one of the representations of the faculty to WIU's administration. He asked that senators not forget this.

Associate Provost Parsons reminded those present to please complete their ethics training by 4:30 Friday, October 30. Chairperson Pynes added that Central Management Systems insurance dependency forms are also due by Friday.

**Motion:** To adjourn (McNabb)

The Faculty Senate adjourned at 4:45 p.m.

Jeff Brown, Senate Secretary

Annette Hamm, Faculty Senate Recording Secretary