

# WESTERN ILLINOIS UNIVERSITY FACULTY SENATE

Regular Meeting, 8 October 2024, 4:00 p.m.

Via Zoom and in Union Capitol Rooms

## ACTION MINUTES

**SENATORS PRESENT IN PERSON:** J. Albarracin, D. Allwardt, E. Asare, B. Bellott, C. Chadwell, H. Elbe, D. Gravitt, D. Hunter, D. McArthur, J. McKenzie, A. Melkumian, B. Petracovici, J. Robinett, S. Turkelli, L. Wipperling, E. Woell

**SENATORS PRESENT VIA ZOOM:** E. Hamner, B. McDonald, R. Sharma, K. Wiseley

**SENATORS ABSENT:** B. Brewer, D. Brown, J. Walker

**EX-OFFICIO:** Krista Bowers Sharpe, Parliamentarian; Interim Associate Provost Christopher Pynes

**GUESTS:** Andrea Alveshere, Tom Blackford, Zaire Bradsher, Cara Cerullo, Carl Erwin, Kishor Kapale, Jeffrey Keith, Jill Myers, Kat Myers, Holly Nikels, Lorette Oden, Jackie Price, Linda Prosis, Alonzo Ruffin II, Jim Schmidt

### I. Consideration of Minutes

#### A. September 24, 2024

Corrections:

- In the Provost's Report, "address" should be corrected to "addressed" and "be" should be added to the last sentence of the second paragraph so that it reads "...will be a Family Day..." (Asare)
- In section 1. of the Provost's Report, in the last paragraph, first sentence, change "getting to exceeds" to "meeting expectations." (Asare)

### MINUTES APPROVED AS CORRECTED

### II. Announcements

#### A. Provost's Report

The Provost's Report was postponed because Interim Provost Mossman had indicated he might be late due to attendance at another meeting.

#### B. Student Government Association Report (Zaire Bradsher, SGA Director of Academic Affairs)

Mr. Bradsher reported on what the SGA Cabinet has been working on:

- Kaitlyn Crisantos, SGA Vice President for Diversity, Equity, and Inclusion, is working on creating events for the DEI community. Mr. Bradsher said these would include a mixer for students from various cultures which will be held at the Multicultural Center.
- SGA's Vice President for External Affairs, Alonzo Ruffin, has been talking with Jackie Price, Director of the Student Development and Success Center, about a student body event that might become a regular occurrence on campus.
- SGA's Vice President for Internal Affairs, Makena Martin, has been working on an event called Meet SGA which will be held on October 17 from 6:00-9:00 p.m. at The Neck.
- Jade Cross, SGA Director of Public Relations, has been working on graphics and advertising for all of SGA's events.
- SGA's Director of Technology, Stephen Druse, has completed updating the SGA website.

- Mr. Bradsher, SGA Director of Academic Affairs, has been working on a raffle for student engagement.
- SGA Attorney General Jeffrey Keith has been revising SGA's Constitution in order to make SGA better as a whole.

Senator Albarracin said she would like to hear more about the mixer for students of different cultures. Mr. Bradsher responded that SGA is currently developing ideas, but the intent is to get students of different cultures together to share their experiences with each other and things of that nature.

### C. Faculty Senate Chair's Report

Chair Robinett extended a welcome to new Senators Damon McArthur, Jennifer McKenzie, and Rashmi Sharma.

Chair Robinett expressed thanks to the university's Legal Counsel and to University Technology, who worked quickly following the Zoom bombing of a Faculty Senate meeting to suggest new Zoom protocols, and to Christopher Pynes, Interim Associate Provost for Undergraduate Programs and Strategic Planning, who suggested a compromise solution. Chair Robinett related that everything was considered, from an extremely regulated lockdown to a way of protecting the Zoom link while making it as convenient as possible for attendees, which was adopted. He thanked Senator Hunter for a good hallway conversation in regard to this and hopes Faculty Senate will never have to deal with Zoom bombing again. Chair Robinett explained that individuals associated with the university can obtain the zoom link by logging in with their ecom user name and password on the Faculty Senate website ([https://www.wiu.edu/faculty\\_senate/meetings/index.php](https://www.wiu.edu/faculty_senate/meetings/index.php)) while those outside the university can request the Zoom link from him or Faculty Senate Office Manager Annette Hamm.

Chair Robinett has met with Interim Provost Mossman several times over the past two weeks, and they had a very thorough discussion related to the role of faculty governance within the university's shared governance structure. Chair Robinett related that, following up on his presentation to the Board of Trustees, he asked that the administration be very mindful that there are certain tasks that are assigned to the different governing bodies; he and Interim Provost Mossman made sure that they are on the same page regarding what those duties are so that everyone can move forward appropriately.

Chair Robinett reported that he and Interim Provost Mossman integrated the proposed ad hoc committee that he has mentioned to Faculty Senate previously. He explained that rather than creating another committee that would replicate a function that already exists, the two agreed to integrate additional people, including deans and chairs, into the Provost's Advisory Council. He said the primary reason for integration is so that senators and faculty who had already volunteered to serve on the Provost's Advisory Council can be involved in this process, and the council will meet more frequently. Chair Robinett said he and Interim Provost Mossman discussed the importance of this council's meetings happening with regular frequency, and he believes a notice about the first meeting has already gone out. He said the purpose will be to enhance communication, better facilitate shared governance within the Division of Academic Affairs, and to review and update integrated planning processes. He added that instead of a bunch of people in various spaces, this will bring the information to one place where information can more easily be communicated.

Chair Robinett stated that after he met with the University Technology CIO Group, Jeremy Merritt, Director of Web Services and part of the CIO Group, addressed the concerns of the State University Annuitants Association (SUAA) group of retirees about the changes to the email policy, and the SUAA representatives are pleased with the decisions that have been made. He said SUAA has reached out to express their appreciation for University Technology facilitating a way for retirees to be grandfathered into the new policy so that they do not automatically lose access to their email accounts. Chair Robinett explained that under the new policy, retirees or alumni who have not accessed their WIU email account 90 days after retiring or whose accounts are inactive will have their access removed. He added that there will be a communications plan rolled out so that individuals will

have months to pull out anything they need from their WIU email account. Chair Robinett explained that there are insurance and staffing issues related to this new policy; both deal with the number of existing accounts. Chair Robinett related that, ironically, the day that he spoke with Mr. Merritt there had been a phishing attack on the university which Mr. Merritt had spent hours trying to address. He added that the CIO Group will be visiting with the Senate Executive Committee next week, so if anyone has specific questions they want addressed, they can let Chair Robinett know. Chair Robinett has verified for Parliamentarian Bowers Sharpe that as long as individuals have an ecom username, their WIU Libraries access will continue.

Chair Robinett met with Holly Nikels, Interim Associate Provost for Budget, Personnel, and Research, about WIU's buildings and how they can currently be used. He complimented Ted Renner, Interim Director of Facilities Management, and Dan Schmidt, Chair of the Council on Campus Planning and Usage (CCPU), for their ongoing discussions and regular interactions on some of these issues. Chair Robinett said it has become clear that some spaces will have to come offline and assured senators that CCPU will have a prominent seat in those meetings.

Chair Robinett reported that he has a meeting planned for October 17 with Ketra Roselieb, Vice President for Finance and Administration, to address some of the issues brought up by the Budget Transparency Committee (BTC). He plans to have a conversation with Vice President Roselieb about where the budget stands in relation to cash flow in order to provide the committee with the information it requested. He is also trying to set up a meeting for the BTC with three very busy administrators in order to talk about academic priorities, the university budget, and how those two are aligned.

Chair Robinett travels to Illinois State University on October 18 to attend the Council of Illinois University Senates meeting. He hopes to learn more about the structures of the other Illinois university senates, and the Council on General Education has requested that he ask about what other institutions think about the future of unique general education requirements on their campuses, given that the Illinois Articulation Initiative (IAI) is about articulating specific courses rather than providing an overall general education philosophy.

Chair Robinett expressed his thanks to Gordon Pettit, professor in the Department of Mathematics and Philosophy, for representing faculty on the Policy Review Committee. Chair Robinett noted that there are some procedural questions that need to be resolved regarding the committee, so the university's Legal Counsel is putting together a meeting of the various campus governing groups to discuss the ways that procedures and policies may be enacted more efficiently and effectively.

A. Provost's Report (Continued)

Interim Associate Provost Pynes gave the Provost's Report since Interim Provost Mossman was still in a Cabinet meeting. He expressed thanks to the Honors College for yesterday's Pre-Law Honors Symposium, adding that the event was well attended and the guest speaker outstanding.

Interim Associate Provost Pynes related that the Illinois Board of Higher Education (IBHE) met last week with the Higher Learning Commission (HLC), and he was able to learn a little more about three-year degree programs versus reduced credit baccalaureate degrees. He related the HLC has so far received two proposals for reduced credit baccalaureate degrees but would not release information on who submitted them or their details. Interim Associate Provost Pynes said HLC is offering some guidance on these types of degrees, and if anyone would like to see a presentation on that from the HLC they can contact him. He stressed that there is a difference between reduced credit baccalaureate degrees and something called a "degree in 3." He told senators that a law was recently passed in Indiana that requires every university to have at least one program where a student can graduate within three years; he is willing to provide that law to anyone who wants to see it. He added that Utah has a couple of programs where students can graduate in three years by taking summer courses and similar steps.

Senator Gravitt related that some of the programs in her department require courses that were formerly Gen Ed but are not any longer since they are not IAI-approved. She said that IAI status has been requested for these courses and asked how long that process takes. She added that students signed up for these courses last year, when no one had a clue that they would no longer be accepted for General Education. Interim Associate Provost Pynes responded that the answer is rather complicated and depends on which program the students are in. He explained that if the students are in the College of Arts and Sciences, they can continue to use that college's Gen Ed courses to satisfy the additional requirements of Arts and Sciences. He noted that in general, though, courses that are not IAI-articulated no longer count toward Gen Ed; IAI meets in November and in the spring, so requests from departments for certain courses to be accepted into IAI will go through that process. He stated there are approximately 15 courses right now that have been submitted to IAI. Interim Associate Provost Pynes explained that if these courses are approved for IAI, they will then need to be submitted to the Council on General Education to determine whether they are appropriate for the General Education category they have been submitted for. He added that the total process can take a semester or longer.

Chair Robinett clarified that, from an advising standpoint, if a student is admitted to WIU in a certain catalog year, they are responsible only for the General Education requirements of that catalog. Interim Associate Provost Pynes confirmed that is correct, adding that students can move forward to be under a newer catalog if they wish, particularly if the requirements change and are less restrictive, but they cannot move backward to be under an older catalog. Senator Gravitt asked if this means that if a student was admitted last year and signed up to take PHYS 114 or 150, which were at that time Gen Ed compliant for science laboratory courses, the student would still be allowed to take those courses for Gen Ed. Interim Associate Provost Pynes asked if the student was enrolled at WIU last year; Senator Gravitt replied affirmatively. Interim Associate Provost Pynes responded that in this case, the student would complete the General Education requirements from last year's catalog, not this year's catalog. Senator Gravitt asked if it is only freshmen admitted this fall who will not receive Gen Ed credit for taking PHYS 114 or 150; Interim Associate Provost Pynes replied this is correct, unless they are in the College of Arts and Sciences. Senator Gravitt clarified she is asking about Construction Management students in the College of Business and Technology. She thinks PHYS 114 has been submitted for IAI designation, but the majority of her students would take PHYS 150, which she is not sure has been submitted. She added that no one has any idea what has been submitted for IAI designation because no one has seen a report of what is going forward for IAI status. Linda Prorise, Administrative Assistant to the Provost, remarked she sent a listing to Ms. Hamm with 21 courses that have been submitted for IAI consideration. She noted that the first IAI panel meeting is October 17; the panels meet on five different days. She added that while PHYS 114 and 115 were submitted, PHYS 150 was not. Senator Wipperling asked if THEA 172 is on the list as being submitted; Ms. Prorise replied it is not. Chair Robinett said the Faculty Senate office will work with the Provost's office to load that list into the Faculty Senate shared drive folder so that senators will be able to look at it there.

## B. Other Announcements

### 1. Election of Faculty Senate Vice Chair

Chair Robinett expressed his thanks to former Senate Vice Chair Jeff Hancks, who has stepped into a department chair role and is therefore no longer eligible to serve on Faculty Senate. He stated that an election notice will be sent to Quad Cities faculty to fill Dr. Hancks's seat, but for now he would accept nominations, or self-nominations, for the Vice Chair position. He explained the primary role for this individual will be to attend and run Senate meetings when Chair Robinett is unable to do so and working with Senate councils and committees to follow up with them and make sure that ExCo gets the information to and from that that it needs.

Senator Albarracin asked if Ms. Hamm kind of already does this with the Senate councils. Chair Robinett responded that Ms. Hamm is a part-time employee who already has a lot to do for the Faculty Senate, so it would be advantageous for an ExCo member to take on some of these duties.

**Motion:** To nominate Everett Hamner (Gravitt)

Senator Hamner responded that he will respectfully decline the nomination. He said he has given this some thought, but the Vice Chair is a very involved role. He pointed out that accepting this role means that every week there is a meeting, whether Faculty Senate or the Executive Committee, and the Vice Chair is obligated to serve on an additional committee as the ExCo representative. He stated that the Vice Chair is privy to a lot of conversations and is included on a lot of details that it is important there is broad oversight on, so he would prefer to see more diversity on the Executive Committee and not have three men serving on it. He expressed willingness to share his thoughts further with anyone who wants to chat about this.

Senator Albarracin asked if the Vice Chair duties would include attending all Senate council meetings; Chair Robinett clarified that it would not. He explained the Senate councils were given charges this year, and many of them are coming back with good procedural questions. He would like the Vice Chair to be able to bring this feedback to ExCo so that clarification can be provided as needed.

Senator Hamner remarked his understanding last year was that ExCo was required to have a member on the Committee on Provost and Presidential Performance (CPPP) and the Budget Transparency Committee. He asked if this was just preferential. Chair Robinett replied it is true that some councils and committees require ExCo representation, but he is already serving on the BTC and Senator Brewer is serving as ExCo rep on the CPPP. He added that Dr. Hancks was aware he might be transitioning into another role so did not volunteer for other council or committee service.

There were no further nominations, so this will appear on the October 22 agenda under Old Business.

Chair Robinett said he appreciates how much work senators are already doing and that this would represent another service commitment but asked them to give it some consideration. He stated that if senators have questions before the next Senate meeting, they are welcome to ask him or to attend the next ExCo meeting to see what those are like and get a better understanding of what the role would entail. Senator Wipperling asked where ExCo meetings are held; Chair Robinett replied they are held on Zoom and he will supply that link.

Senator Hamner remarked that last year ExCo had a conversation with the administration about the amount of time involved in some of these roles. He thinks it would be smart for the university to have a system that really affirmed the need for these roles by providing some kind of course release for ExCo members as well as expanding the amount of time provided for the Senate Chair. Senator Hamner added he previously did not understand how much is involved in the job of Senate Chair to do it well, and he thinks this is a moment that indicates recognition of the kind of bandwidth that is required for that.

2. Carl Erwin, Director, Justice, Inclusion, Diversity, and Equity (JIDE)

Mr. Erwin told senators his office is doing some exciting things with justice, inclusion, diversity, and equity, and this year their focus is on communication. He related that an initiative called “Unfiltered” involves meeting with the Resident Assistants on certain floors of the residence halls to have “unfiltered” conversations. Another initiative this year is called “Snack and Chat.” Mr. Erwin explained that students are divided into different communities, and this will give members of those communities the chance to talk and explain “what’s it like to be me.” He related that today’s Snack and Chat focused on the community of Jewish students; October 15 will focus on WIU’s Islamic student community; October 20 will be students from the Caribbean; October 29 will be the African student community; and November 12 will focus on the Asian and Indian communities. He added that the Snack and Chat on November 19 will focus on the mixed race community; this is a date correction

because on an earlier flyer the date was November 5, but the university is closed that day for the elections. Mr. Erwin said one reason his office is focusing on communication is something Jane Goodall said: “Only if we understand will we care; only if we care will we help.” He believes it is important to talk about how to help each other to grow and develop and how to help the institution to reach its full potential.

Mr. Erwin announced that WIU has won the 2024 Higher Education Excellence in Diversity Award from *Insight Into Diversity* magazine. He said this recognition is given to only about 120 institutions across the country, and WIU was chosen for its work to recruit, support, help, retain, and graduate students.

Mr. Erwin stressed the importance of communicating what individuals do in their various offices, different colleges, and departments because he has found that many times people do not know what is being done across the campus and may think WIU is not doing something that, in fact, is being done.

Mr. Erwin co-chairs, along with Honors College Dean Lorette Oden, the Anti-Racism Task Force. He said faculty and chairs/directors serving on the task force include Rebekah Buchanan, Sharon Hunter, Jim LaPrad, Kim McClure, Kishor Kapale, and Miguel Narvaez, who serve alongside staff, students, and community members. Mr. Erwin informed senators that WIU has a diversity and equity plan which has been submitted to the Illinois Board of Higher Education. He is awaiting feedback from them on ways the university can improve and do what is needed. Mr. Erwin said the charge of the task force this year is to help address equity gaps; they work closely with Interim Provost Mossman to plan speakers, workshops, and training sessions on how to close the equity gap to make sure the university deserves to win the Higher Education Excellence in Diversity award. He reiterated that the goal is to communicate, to help bring understanding, and to help WIU move forward as an institution.

Chair Robinett congratulated Mr. Erwin on receiving the award. Senator Gravitt asked if there is any money awarded with it; Mr. Erwin responded there is not.

3. Cara Cerullo, Director, University Counseling Center, and Jackie Price, Director, Student Development and Success Center

Ms. Cerullo told senators she has been at WIU for 16 years, with three years in her current role. She said that the perception is that college student mental health issues are increasing, and there are probably a lot of different reasons for that. She noted that stigma reduction may be one reason because students may be more willing to seek out supportive services. Ms. Cerullo told senators that a 2020-21 Healthy Minds Study and National College Health Assessment suggested that 60 percent of students meet the criteria for mental health problems, and three out of four students say they are experiencing severe psychological distress. She told senators this is important because suicide is the second leading cause of death among this population, and everyone has a role in actively preventing that by supporting student mental health concerns.

Ms. Cerullo thinks it is important for faculty and the administration to know that students with mental health concerns are two times more likely to leave an institution without graduating. She said the Counseling Center does its own data collection to see if their services support students’ perception or willingness to stay at WIU. She said while it is known that the majority of college students need mental health support, students are not seeking those services; while the Counseling Center sees about eight percent of WIU’s student population, that is 92 percent that they do not see. She stressed this gives faculty the opportunity to intervene with students who might need some sort of additional supportive services; if faculty build trust with students, they will be more likely to follow through with the services the Counseling Center offers. She expressed her thanks to senators for the work they do to get these students connected.

Ms. Cerullo informed senators that the Counseling Center ([www.wiu.edu/ucc](http://www.wiu.edu/ucc)), which has far fewer staff than they had previously, is located on the first floor of Memorial Hall and open during the university's traditional business hours. She said most students seek individual counseling services, but the Center also offers crisis services; reduced crisis services are offered from two to four hours per day, depending upon staffing, but they are supplemented with additional support. Ms. Cerullo said the Counseling Center also offers group services, which she thinks is important because it allows students to get peer-to-peer support and connection and is facilitated by a mental health professional. The Center also offers relaxation and skill sessions. Ms. Cerullo noted that assessment services can no longer be offered because the Counseling Center no longer has access to a psychologist.

Ms. Cerullo told senators the Counseling Center was restructured this past summer. The university now has a Division of Health and Wellness which incorporates the Counseling Center, Beu Health Center, Campus Recreation, and Student and Development and Success. She said these four are offering Rocky's Wellness Challenge, which Ms. Cerullo thinks is important because it looks beyond just mental health concerns to overall mental wellness. She explained that as students attend events sponsored by the four entities, they accrue points, and there are incentives for certain numbers of points. She noted the Counseling Center first did this with the Office of Student Engagement last year, so this is an expansion of that program. She said one of the larger outreach events hosted by the Counseling Center was Fresh Check Day in September, which was attended by 91 students. Ms. Cerullo related that one student attendee remarked it was really nice to have this event in the middle of the day, which was good feedback to receive.

Ms. Cerullo said the Counseling Center is bringing in a speaker on November 12, Kaleb Joseph, who will talk about "State of Mind: Empowering Conversations for a Healthier Tomorrow." She hopes they can attract similar attendance to last year's event with Caitlin Ohashi, which 600 students attended. Ms. Cerullo told senators Mr. Joseph is an African American male, which was an intentional choice because of the importance of diversity and because there is stigma associated with males seeking out support for mental health.

Ms. Cerullo related the Counseling Center sponsors the Gray Matters Collective, a student mental health organization that students can get points for by either participating in actively or attending their events. Other events sponsored by the Center include Kinder Mondays, Let's Talk Tuesdays, and Wellness Wednesdays. Ms. Cerullo explained Let's Talk offers a way for students to meet people from the four units in the Division of Health and Wellness with a different topic each week, offered at the Campus Rec Center. She said topics include sleep, hygiene, self-compassion, and more, and students earn points for attending. She explained Wellness Wednesdays are offered once or twice a month; one of the biggest draws is when therapy dogs are brought to the Malpass Library. She said tomorrow's Wellness Wednesday will be a sunset yoga class on the Sherman Hall lawn, which is open to everyone, not just students. Ms. Cerullo noted that the Counseling Center's outreach events are advertised on their social media, where there is information about options, opportunities, and a focus on prevention services, not just intervention.

Ms. Cerullo told senators the Counseling Center benchmarks against other institutions comparable in size to WIU to see how they compare. She thinks it is important to recognize that the state requires one counselor for every 1,250 students. She said while this is one way to decide whether they have enough counseling staff, a better way is clinical capacity, which is how many hours per week the Counseling Center would have if they were at full capacity with their current staffing to serve WIU's students. She related that clinical capacity has fluctuated through the years; the best rate was 184 hours, but they are currently at 97 hours. She said last year the clinical capacity was 137 hours, then fell to 123.5, so their capacity is more limited than in the past. Ms. Cerullo said the Center's utilization of services typically remains around 7-8 percent per year. She related that last year the Center saw 510 unique students for a total of 2,910 appointments. She noted that 94 of these were crisis appointments, and 84 percent of those students who visit the Counseling Center say that it

helped them stay in school, which shows the Center supports retention. She noted that while other institutions of comparable size may have more appointments, this is because of how many clinicians they have because WIU's Center can only meet need based on the number of staff they have. Ms. Cerullo said the Counseling Center has noticed over the past few years an increase in international students using their services, which makes sense based on their increased demographic at WIU.

Ms. Cerullo told senators that Mental Health Early Action on Campus Legislation was passed in 2019 but was not funded until 2023. She said the Counseling Center has received funding, which the state requires be used to identify students with mental health needs and connect them to services; increase access to support services and clinical mental health services; empower students through peer-to-peer support and training on identifying mental health needs and resources; and reduction of administrative policies that put an undue burden on students seeking leave for their mental health conditions through technical assistance and training. She said the state also requires areas receiving funding to assess how much of their university's curriculum incorporates mental health initiatives and find ways to potentially incorporate it further, which they began to work on last year. Ms. Cerullo said acceptance of the funding also requires the creation of a Mental Health Advisory Committee, which meets once a month. She related that this committee plans to work on a leave of absence policy, a strategic plan, and linkage agreements with referral providers within the community.

Ms. Cerullo said the Center feels very lucky to have obtained this funding because they have received very little funding besides personnel support for many years. She told senators the grant has provided for the opportunity to expand services; the Counseling Center now offers 24/7 care for WIU students, which they have never been able to before, whether in-person or through WellTrack HelpNow. She said the Center has access to this service after hours and on weekends now, but since they have noticed an increase in unmet need they plan to make this service available 24/7. She explained that while students will not be able to meet with a counselor in person 24/7, they will always have access to a counselor via WellTrack; the Counseling Center will still offer in-person crisis service, but if those slots are already taken for the day, this gives students an alternative. She added that counselors who meet with students by phone have protocols and policies in place to help support them, so if a student needed hospitalized, for example, WellTrack knows who to call to get that student transported to the hospital.

Ms. Cerullo related the Counseling Center is in the process of contracting with WellTrack to offer a Flex Credit Program. She said this will enable the Counseling Center if they cannot meet a student's need – such as if they reside in the Quad Cities, are an online student, or the Center is at capacity – to provide the student with flex credits they can use to speak to an in-person or online counselor who has agreed to be part of this program.

Ms. Cerullo told senators one part of the legislation requires the Counseling Center to offer online screenings for behavioral health and referrals associated with that; one of those online screenings is Mindwise, which students can access through the Center's website. She said Mindwise will be promoted on the Center's social media during periods of high stress. Ms. Cerullo said Mindwise also offers training programs, including SOS for Higher Ed, which freshmen, graduate assistants, and student workers can access directly through WesternOnline. She said while this is not mandated, the Counseling Center has support from Interim Provost Mossman and Interim Vice President for Student Success Justin Schuch to encourage students to take it and collect statistics which will be reported back to Mindwise. She said SOS is basically an intervention program where students can identify students in distress and connect them to resources.

Ms. Cerullo said the Counseling Center has just contracted to offer Mindwise for faculty and staff; she will work with the Interim Provost and Interim Vice President in November to determine how to roll this 30-minute online program out. She noted that while the Center offers Mental Health First Aid, faculty and staff often do not attend because of the time



commitment, so this will be an alternative which will provide some skills and support for referrals. She said 14 individuals were trained in May to be Mental Health First Aid instructors, including Chair Robinett, and the Center is committed to offering one training each month. She stated that if any department wants to offer this for their employees, they can contact her; there is an opportunity on October 24/25 to do the training over two mornings, with a full-day training being offered on November 20.

Ms. Cerullo said the Center is contracted this year to offer Trauma Informed Higher Ed as part of the grant; she will go over this with the Student Success team on March 31. She said it will be offered to faculty and staff on April 1, and she hopes that many people will invest some time in this important free training.

Ms. Cerullo told senators that last year a faculty member from each college served on the Mental Health Curriculum Committee. She related they first looked at the catalog and searched for keywords to determine whether courses were incorporating mental health awareness content; they found that 20 courses incorporated some sort of well-being component, 12 had mental health, 11 had the keyword “wellness,” eight used “emotional” and eight “stress,” three used “personal growth,” and one used the word “self-care.” She acknowledged the members realize that brief course descriptions will not encompass all that individual faculty are doing, but they wanted to start broadly before digging deeper. She related the committee distributed a survey last spring offering opportunities for faculty to self-disclose whether they already include awareness and curricula in their courses or would be willing to incorporate it; 57 faculty members responded from a range of disciplines and programs. She said the committee discussed how to support faculty and make it as easy as possible for them to do this without taking away from their specific curriculum. Ms. Cerullo said that with the many changes that have occurred since this work last year, the committee decided to put their efforts on hold for this year until some changes have been solidified and sorted themselves out. She added that the committee did not look at graduate courses.

Ms. Cerullo summarized that faculty can support student mental health by getting trained in Mental Health First Aid, which has a new program that will be rolled out in spring, and/or SOS for Higher Ed; adding a mental health syllabus statement to their courses, which can be obtained from the Counseling Center; and incorporating mental health initiatives into classroom content, such as by encouraging students to take Mindwise or other wellness initiatives. She added the optional syllabus statement has already been provided to new faculty; she thinks it speaks to how the university’s resources align with available services and with the expectations from all stakeholders – parents/guardians, students, and Counseling Center staff. Ms. Cerullo thinks there needs to be continued conversations about the resources available at the Counseling Center so that they remain in alignment with university and state goals.

Senator Albarracin asked how faculty should approach a student if they suspect the student may have a mental health problem. She remarked that if a faculty member invites a student to their office and suggests the student might be depressed, the student would probably deny it. Ms. Cerullo responded that to show care and concern for a student is absolutely appropriate. She warned that it is important the faculty member feels safe to bring the student to their office first. She also suggested submitting a Leatherneck Care referral because it sometimes happens that faculty work in silos with students who may be experiencing concerns in other areas, such as housing or an organization, in addition to academic coursework. She explained that if faculty submit a Leatherneck Care referral, it can open the door to getting the student the help they need. Ms. Cerullo suggested the faculty member could also call or walk the student over to the Counseling Center to see if they can get in if the situation rises to the level of a crisis. She said crisis appointments are at 10:00 and 2:00, so the faculty member may be able to get the student an intake appointment. Senator Albarracin said she has done this during the Building Connections program when a student told her they were stressed or depressed, and she has filed a Leatherneck Care referral form. Ms. Cerullo recommended

approaching a student with “I’ve noticed” or “I’m concerned” and describe what the faculty member has noticed, then offer information about resources that are available.

Senator Woell asked how long it takes at present for a student who is not suicidal to be seen by a counselor. Ms. Cerullo responded that at the end of last week the first available intake appointment was October 25. She has asked clinicians to look for “white space”; if they are not filling slots because most students come every other week, they should be adding intakes.

Senator Gravitt pointed out that the QR code for Leatherneck Care referrals on Ms. Cerullo’s handouts does not work. Senator Hunter thinks there should be a link for Leatherneck Care referrals on the university website because it is kind of awkward to find the form. Ms. Cerullo clarified that these forms do not come to the Counseling Center, so she will let Ms. Price respond to that; they go to the Student Development and Success Center and are filtered out to the appropriate office or person. She added the form can be found, though, on the Counseling Center’s website.

Ms. Price told senators that the Student Development and Success Center houses disability resources, health education, student development, and outreach. She said most people ask about the Leatherneck Care referral form; an easy way to remember how to find it is [www.wiu.edu/wecare](http://www.wiu.edu/wecare). She said faculty can also put “care referral” in the search bar on the WIU website, and it will take them to the form. She stressed the Leatherneck Care referral form is intended to report any type of concern about students – academic, social, emotional, or behavioral. Ms. Price said the office sometimes receives referrals about WIU employees, but those should not be submitted to her office; they should be handled with Human Resources or within the department. She said while faculty can submit care referrals about students, students can also submit them about other students, and parents can even submit them from their homes. She added that in an emergency situation where someone needs to see a student immediately, individuals should call 911; the Leatherneck Care referral form is not designed for emergency response.

Ms. Price explained the referral forms arrive in staff members’ emails whenever they are submitted, all times of the day and night, but, although she may look at the forms when they arrive at night or over the weekends, they are normally attended to during WIU’s regular business hours. If Ms. Price thinks a case is urgent, she will start the process and submit it, then continue working on it in the morning. She expressed her thanks to those who actively submit the referral forms for their students because that provides Student Development and Success Center staff with the insight to talk to students about what they might be needing. She advises those submitting referrals to fill out as much information as they can on the forms; if the person submitting has the student’s ID number or email, a residence hall or street address is not needed.

Ms. Price told senators that if they are looking through their grade books and notice that several students are not attending class, lacking in participation, or not turning in their assignments, those can all be submitted on one referral form as long as they share the same type of concern; for example, if five students are exhibiting erratic attendance, even if the situation is a little different for each, they can be submitted on the same form and any details can be indicated at the bottom. She added that a referral about a student’s well-being should be submitted individually. Ms. Price pointed out that the referral form includes boxes where submitters can check all that apply, then add as many details as possible in the box for detailed description. She said sometimes faculty prefer to remain anonymous, which is fine because Student Development and Success Center staff have ways of working around that, but it does make it a little harder for them to talk to the student about how they are doing in a specific class; in cases where the faculty member prefers to remain anonymous, it is particularly important that they provide as many details about the problem as possible. She added that students can sometimes figure out which class is being referred to, even if Student Development and Success Center staff make every effort to not specifically indicate where the concern came from.

Ms. Price noted that although staff in her office may email or call the professor to ask more detailed questions about the situation, they will not follow up with professors to let them know they have reached the student, spoken to them, or anything about their conversation because this is a privacy concern, and students need to know they can trust the staff person.

Senator Gravitt remarked that although the form asks for the student's ID number, the list of students provided to professors by the Registrar's office only lists the last four numbers. She asked if it is acceptable to only provide those last four; Ms. Price replied that is fine because her office will look up the ID number anyway. She added the email is most important because it connects her office to the student.

Ms. Price noted that for the past few days she has been receiving attached documentation from faculty as .eml files rather than as .pdf, but her office has no way of opening .eml files. She stated that the documentation is very helpful for her office, but it should be downloaded by the faculty member first, then attached as a .pdf.

Ms. Price explained that every type of care referral comes directly to her office; her staff assesses the referral and assigns it amongst the team. She said the team consists of herself, Associate Director Tim Greving, and two graduate assistants. Ms. Price told senators that last September there was a record number of care referrals – about 318 for that month – but by September 21 this year the office had already received over 400 for the month. She added that while the office is busy, they want the referrals to come in because it helps them to help students in the best way.

Ms. Price stressed, as a follow up to Senator Albarracin's earlier question, that staff in her office are not trained or licensed counselors, so they do not attempt to counsel students, but they know that if a student is down in the dumps, they sometimes just need someone to vent to. She explained that many care referrals involve the staff just talking to students, but if at any point they suspect the problem is more than they are equipped to handle, the student is referred to the Counseling Center. She said this may involve a student who needs eight sessions, for example, which is beyond the scope of her office. Ms. Price said many students just want to check in and know someone cares about them; some students pop in or email occasionally. Ms. Price said the Counseling Center staff are really good about trying to get students in quickly if they are referred to them by the Student Development and Success Center about an issue which is not urgent but involves a true mental health problem for which professional counseling is needed. She added that in most of the cases referred to them, however, the student may just need a friendly face outside their 18-22 year old group to vent to without judgment.

Ms. Price told senators the Student Development and Student Success office is not a Disability Resource Center because the university does not really have that. She said they do have a disability coordinator, Angie LaFrance, who handles all the paperwork and intake assessments for students who need accommodations in their classrooms or for housing. Ms. Price said Ms. LaFrance also oversees the testing center, but because of staffing it is only able to be open part-time. She added that Ms. LaFrance can answer questions for faculty who wish to set up their own testing accommodations outside of the testing center hours.

Senator Albarracin understands the office is very busy, but she wonders if there is any way that faculty can receive notification that their care referrals have been received and read. Ms. Price responded she received the same question yesterday and discussed this with the Associate Director, but they confirmed their decision not to send any response. She explained the reason is that if a faculty member submits a care referral, the office is absolutely attending to it; there is not one care referral that is not addressed. She said the office reaches out to students in many ways and keeps reaching out if there is no response; if after 7-9 times there is no response from a student, University Housing gets involved, and the RA is asked to get the student to respond. Ms. Price said her office texts, calls, and emails students before taking

this step. She offered to talk to Interim Vice President Schuch about letting faculty know their referral has been received, but she stressed that every one of them is being attended to. Senator Albarracin said she is not really asking for a courtesy confirmation that the referral was received, but she sometimes wonders if the office was able to successfully reach out to the student. Ms. Price responded the office is unable to share any information about what happens when they reach the student or the outcome of their conversations unless the student decides to bring the faculty member back into the conversation; if it is okay with the student for her office to reach out to the faculty member, they are fine with that.

Senator Hunter asked what the turn-around time is for care referrals – within days or within weeks. Ms. Price replied the response from her office is immediate, unless the care referral is turned in outside of regular office hours. She added that if a care referral received outside of regular office hours is urgent, she will work with her team via text and email over the weekend to let them know that something needs addressed right now, and they do. She said usually the care referrals from faculty are more about concerns regarding a student’s well-being and their ability to move forward socially, successfully, and academically, and those are handled as soon as they are received. She said that if Senator Hunter were to submit a care referral right now, it would be assigned by 7:30 tomorrow morning, and staff would start reaching out to the student by 8:00 a.m. She added the office never lets care referrals sit for more than a day.

Chair Robinett expressed his thanks to Ms. Price and Ms. Cerullo for sharing information and for the support they provide to students. He asked senators to please share with their colleagues, departments, and colleges that this is a time of year that can be particularly tough for students, so reaching out to allow these offices to help faculty help their students is a really important thing that all faculty can do.

A. Reports of Committees and Councils - None

IV. Old Business - None

V. New Business

A. Council for Instructional Technology Revised Policies and Procedures

Council for Instructional Technology (CIT) Chair Andrea Alveshere reminded senators she attended Faculty Senate two weeks ago for the approval of CIT’s revised bylaws, and this is a follow up. She said the bylaws revision allowed CIT to add subcouncils, and the revised policies and procedures formalize how that will work. She said CIT plans to have four of their members serve on a subcouncil to address AI issues, and Faculty Senate is asked to provide four additional members from outside of CIT.

Dr. Alveshere pointed out other changes to the policies and procedures:

- specify that CIT will work with campus bodies, such as University Technology, to identify core technologies to fulfill research and instructional needs;
- add a statement that CIT will elect a chair and vice chair at the end of every academic year, which has already been happening but was not formalized; and
- clarify that if there is a CIT member who is also serving on the University Technology Advisory Council (UTAG), that member will serve as the liaison between UTAG and CIT.

Chair Robinett expressed his thanks to Dr. Alveshere and clarified that there is nothing in the Senate Constitution or Bylaws that would prohibit a senator serving on a subcouncil of a Senate council or committee. He added that while senators cannot serve on a Senate council, the direct line of the vote by a subcouncil would not be the same.

Senator Hunter asked how soon the subcouncil would be incorporated if approved. Dr. Alveshere responded that CIT's last meeting of October was today, but they would be able to begin choosing members from among their membership at their November meeting. She hopes to have members from outside of CIT as soon as Faculty Senate can provide them.

**Motion:** To approve the CIT policies and procedures revisions (Gravitt/Chadwell)

**MOTION APPROVED 16 YES (12 in-person and 4 Zoom) – 0 NO – 0 ABSTENIONS**

B. For the Good of the Body - None

**Motion:** To adjourn (Gravitt)

The Faculty Senate adjourned at 5:22 p.m.

Respectfully submitted,  
Annette Hamm, Faculty Senate Recording Secretary