

**WESTERN ILLINOIS UNIVERSITY  
FACULTY SENATE  
Regular Meeting, 31 March 2015, 4:00 p.m.  
Capitol Rooms - University Union**

**A C T I O N   M I N U T E S**

**SENATORS PRESENT:** S. Bennett, J. Brown, A. Burke, M. Carncross, J. Choi, D. DeVolder, A. Hyde, G. Jorgensen, C. Keist, J. Myers, T. Roberts, S. Romano, T. Sadler, M. Siddiqi, A. Silberer, M. Singh, S. Szyjka, T. Westerhold

Ex-officio: Ken Hawkinson, Provost; Tej Kaul, Parliamentarian

**SENATORS ABSENT:** J. Baylor, L. Brice, G. Cabedo-Timmons, R. Chaves, S. Cordes

**GUESTS:** Mark Bernards, Pete Jorgensen, Jude Kiah, Tammy Killian, Angela Lynn, Nathan Miczo, Esmeralda Moreno, Russ Morgan, Kathy Neumann, Joe Rives, Diane Sandage, Susan Stewart, Bill Thompson, Bhavneet Walia, Ron Williams, Jeannie Woods, Charles Wright

I.     Consideration of Minutes

A.     10 March 2015

**MINUTES APPROVED AS DISTRIBUTED**

II.    Announcements

A.     Approvals from the President and Provost

1.     Approvals from the President

a)     Guidelines for lactation/intentional spaces

2.     Approvals from the Provost

a)     Request for New Course

(1)    ET 320, Professional Preparation in Engineering Technology, 3 s.h.

b)     Request for Change of Major

(1)    Engineering Technology

B.     Provost's Report

Chairperson Singh congratulated Provost Hawkinson on his recent appointment to President of Kunztown University in Pennsylvania.

Provost Hawkinson informed senators that the state currently owes Western approximately \$24 million. A bill recently passed the legislature calling for a 2.25 percent rescission for the current fiscal year. Western's administration expects Governor Rauner to sign the bill. WIU has already given back one percent this year (\$525,000); the 2.25 percent rescission amounts to an additional \$700,000, for a total of 1.2 million dollars returned to the state this year. Provost Hawkinson stated that the five percent held back from overall operating budgets this spring along with other savings will cover the rescission without additional cuts to programs or Academic Affairs. Provost Hawkinson also does not anticipate any problems meeting payroll for this fiscal year.

The WIU administration is closely monitoring the discussions regarding appropriations for next year. President Thomas, Provost Hawkinson, and Budget Director Matt Bierman testified before the Illinois House and Senate two weeks ago. Provost Hawkinson related that President Thomas was quite direct in stressing that WIU needs at least a flat budget next year. The Provost pointed out that even a flat budget would represent a cut since prices do not remain flat, but the administration does not expect that the President's request will be met. Provost Hawkinson stated that while WIU's administration does not expect to see the 31.5 percent budget reduction that was initially proposed by Governor Rauner, some degree of cuts is expected. He promised that President Thomas would communicate this information to the campus community as soon as it is known.

The nine directors and five deans who report to Academic Affairs presented their consolidated budget reports last week in public meetings. The budget reports will be published on the Provost's website. Provost Hawkinson will present his budget report on April 30 at 9:00 a.m. in the Union Capitol Rooms. The Provost stated that his budget report will highlight accomplishments within Academic Affairs for this year and discuss budget priorities for next year. He stressed that planning must go on despite the difficult budgetary climate, particularly in regard to filling essential positions. The Provost also pointed out that one-time money sometimes becomes available, as it did last year, and when that occurs – due to faculty leaving the University mid-year, for instance, or variance dollars – the Provost first turns to the consolidated budget to decide upon distribution, so the process is extremely important.

Provost Hawkinson congratulated Senator Siddiqi on being named this year's Distinguished Faculty Lecturer. He related that Senator Siddiqi gave a fascinating presentation last night on the future of journalism, both in terms of traditional print media and going forward into the digital age. Senator Siddiqi will present "Digitization and the Future in Media: In What Form Will Newspapers Survive?" at 3:00 on April 8 at the WIUQC Riverfront Campus, Room 103-104.

Provost Hawkinson told senators that he has been affiliated with WIU for nearly 40 years, and he moves on to his next position with a deep gratefulness and appreciation to the Faculty Senate and its councils and committees. Provost Hawkinson related that he served on CAGAS in 1988 during his first year as a faculty member, which led into his appointment as CAGAS chair. He served two years as Vice Chair on Faculty Senate, which the Provost felt was an invaluable experience. Provost Hawkinson related that he learned much while serving on Senate and is grateful to this body and its very positive work. He feels his relationship with Faculty Senate while serving as Provost has been a positive one, and he thanked senators for their graciousness and professionalism throughout the years. Provost Hawkinson added that President Thomas would communicate his plans for the Provost's replacement.

Senator Hyde congratulated Provost Hawkinson on his presidency and noted that the Quad Cities campus is hopeful about summer classes. She asked if the Provost is still considering providing funding for summer courses with demonstrated student interest sufficient to cover the operating costs of the courses. Provost Hawkinson explained that the \$1.35 million summer school budget is distributed based upon the student credit hour (SCH) production of each college the previous year; deans distribute their share of that money based upon the formulas specific to each college. Provost Hawkinson related that for the past few years the University has had success with a process of having faculty or chairs ask deans to request additional sections of courses that reach their maximum enrollments; those decisions are made on a case-by-case basis. The Provost added that when this procedure was first implemented four years ago while he was associate provost, a Computer Science course filled within one day of registration; a second section was established which also filled immediately, and eventually four sections of CS 302 were filled that summer with maximum enrollments of 35 in each class. Provost Hawkinson added that Assistant Vice President for Academic Affairs Ron Williams serves as the Director of Summer School. Senator Hyde explained that what she had in mind was classes that are not yet on the schedule because departments ran out of money for faculty to teach them but which have demonstrated student interest. She stated that students have no other method than informal communication to tell

faculty that they want a course to be offered; Quad Cities faculty, who are hearing this message from their students, are wondering when they will learn about summer funding and who they are waiting to hear from. Provost Hawkinson responded that another way to determine demonstrated interest is past enrollment records and whether a course has reached its maximum enrollment in a previous summer. He stated that without some assurance that enrollment will be able to max out or reach a reasonably high level, funding will probably not be invested in the class. He summarized that ways to demonstrate interest include a waiting list with many students on it, past practice showing that maximum enrollment was reached in a previous summer, or a currently offered summer class that maxes out, at which time a second section can be offered.

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

Ms. Moreno reported that after much discussion and having previously failed at SGA, a bill to increase student fees for the incoming fall 2015 class did pass last week after SGA officers met with Mr. Bierman and President Thomas to come to an agreement on a different allocation of funds – the athletics line was slightly decreased while the technology line was slightly increased.

SGA appointed two student representatives to the Committee on Talent Grants and Tuition Waivers. A student was appointed to the search committee for the Director of Beu Health Center.

SGA passed a bill to have the Student Code of Conduct sent to students via Zimbra and STARS each semester before they register for classes.

Tonight SGA will hear presentations from candidates for the positions of President and Vice President for 2015-16.

D. Other Announcements

1. Universal Book Program  
(Jude Kiah, Director, University Bookstore)

Mr. Kiah told senators that he is trying to create a program, with the help of WIU students, to have books in students' hands on the first day of class while also saving them money. Mr. Kiah meets with the SGA Executive Committee this evening to provide them with an overview of the program. It is anticipated that once the program begins, the lowest amount that a student would save is 50 percent, and students in such disciplines as Nursing and Business with more expensive textbooks could see savings up to 80 to 90 percent on the cost they would normally spend. Mr. Kiah related that data shows the average cost a WIU student spends across the spectrum, including new and used books, is \$108 per class; when the Universal Book Program is implemented, students will pay substantially less than that amount.

Mr. Kiah stated that the University can find a way to handle the logistics of the new program, but there are hurdles to overcome, one of which is the culture change. He explained that faculty can select textbooks with the same frequency as they currently utilize; even if faculty change textbooks ten percent more frequently than normal, WIU can still participate in the program because a ten percent “guardrail” is built in based upon normal WIU faculty textbook trends over the past three years. Mr. Kiah stated that it was important to be able to assure faculty that they would not have to change their textbook buying trends in order to safeguard their academic freedom.

Mr. Kiah noted that, demographically, Western's students are poorer and typically do not see textbooks as an inelastic part of their available spending dollars. He stated that when he taught UNIV 100, 300 students did not buy textbooks for the class, and the number of failures tripled as a result. Mr. Kiah believes the Universal Book Program will get WIU

students to a place where they can be successful and do it in a way that will provide an economic advantage for all of the University's students.

Chairperson Singh believes this proposal represents an exciting vision in an environment where students have to make difficult choices about whether to purchase their textbooks, which compromises their chances at success. He congratulated Mr. Kiah on attempting to go in this direction, which is a very challenging task, and said he looks forward to the day when this program comes to fruition.

University Libraries professor Bill Thompson asked how the new program would work for an English professor who assigns seven novels. Mr. Kiah responded it would work exactly the same as currently. Faculty will adopt textbooks via graphical interface, similar to current practice, but rather than trying to source the textbooks itself, the Bookstore will send the order to one distributor, who contractually must deliver the textbooks to the University in the numbers that are needed along with a few additional copies. Dr. Thompson asked why students would have the textbooks on Day 1 and what would make students purchase them. Mr. Kiah explained that the Universal Book Program moves textbook purchasing from ala carte to an inelastic fee; students will be charged for their textbooks through financial aid, which they currently cannot utilize.

Mr. Kiah explained that he has monitored similar programs at other universities, and students seem to reject this type of program on one point: students have gotten to the point where they reject the value of textbooks versus the price. Many students do not think they use textbooks enough to want to pay for them, and Mr. Kiah anticipates some push-back on this front once the Universal Book Program is adopted. He observed, however, that the only students who would push-back on the proposal are ones that have already gone through the ala carte system, so students coming into the University as freshmen, who are used to having their textbooks handed to them in high school, should not have this viewpoint. He noted that 65 percent of textbook sales are made to freshmen. Mr. Kiah added that the Universal Book Program will also set WIU up for a digital migration if that should occur at some point in the future. He noted that the Bookstore is already set up for a digital migration through the ala carte method, but the new method would be more seamless.

Dr. Thompson asked if the new program would involve students paying a fee and then simply picking up their books at the University Bookstore. Mr. Kiah confirmed this is correct; students would return all books at the end of the semester with the exception of consumables such as lab manuals and one-time-use books, similar to the process in high school. He added that students can write in and highlight the books and still return them at the end of the semester as long as they are not missing pages nor have major damage, such as water damage. The Bookstore will then return the books to the distributor or redistribute them.

Dr. Thompson asked Mr. Kiah to explain in more depth the ten percent "guardrail." Mr. Kiah responded that WIU's faculty over the past several years have really taken a proactive stance on helping students with textbook costs. WIU's faculty have gone from 40 percent on-time textbook adoptions to 88 percent currently. Mr. Kiah stated that he informed the Illinois Board of Higher Education about these figures last week, and they could not believe it. He stated, however, that faculty at other institutions who are not as involved with student success might be tempted to choose the most expensive textbooks since students will be charged a flat fee under the Universal Book Program, so the 10 percent "guardrail" is needed as a surety for the distributor. The distributor that Western would be working with has examined WIU faculty buying patterns for the past three years, and has stated that if those trends continue, within a ten percent variance, then the contract will have been met. Mr. Kiah thinks ten percent is very generous and is a huge number when taking into consideration that the University will order 1,700 to 1,800 titles.

Mr. Kiah related that two or three years ago he looked at the book buying habits of every faculty member on WIU's campus, and the only ones that had to regularly update textbooks sooner than three years were Computer Sciences faculty due to the dynamic nature of their curriculum.

Senator Roberts asked if the University will loan students the money to pay for their textbooks until their financial aid arrives. Mr. Kiah responded affirmatively, adding that he and Mr. Bierman have begun to design some failsafe features into the Universal Book Program so that the University will be held harmless. Mr. Kiah stressed that the Book Program needs to sustain itself, and Year 1 will be the riskiest; he is confident that after the first year the Program will do fine financially. He explained that in terms of bad debt, if a student should leave the University on Day 10, WIU will make every effort to get the textbooks back; if the student has not yet paid the book fee, that is a risk to the University, so the Bookstore has to build into the book fee a sufficient amount to counter that risk. Mr. Kiah believes that he and Mr. Bierman have established an amount that will be low enough yet still allow the University to be covered in this event.

Economics and Decision Sciences professor Bhavneet Walia asked how the program would be applied if an instructor typically assigns used textbooks and just copies off the new chapter in the current textbook edition for her students. Mr. Kiah explained that this is similar to the release a new movie; 80 percent of the money for new movies is earned in the first two weeks. He explained that books are similar; publishers have a short time to get back the money they have invested into a new book. He observed that distortion in the market is caused by the availability of online books, which means there is a shorter amount of time for publishers to sell their books before they become available on alternative markets. The Universal Book Program will streamline the process for the distributor. Mr. Kiah related that last year the Bookstore guaranteed the distributor 100 percent "sell through" for the UNIV 100 FYE book, which resulted in the sales price to WIU dropping from \$78 to \$41. He explained that publishers can get the amount of money they need for their books through Western's Universal Book Program because there is no competition from alternative sources and because WIU will guarantee the books will be delivered to students, which solves the equation for them. Mr. Kiah asserted that used books may save money for individual students but are costing WIU students overall an enormous amount of money. The Universal Book Program will pass the savings that are currently going to intermediaries directly to students.

Senator Romano asked if students will have the ability to "opt out" of the program; Mr. Kiah responded that they will not. Senator Romano asked if students could "opt out" if a friend has passed the book down to them; Mr. Kiah responded this will make no difference, and students cannot "opt out." Senator Silberer asked if students will have the option to keep the book. Mr. Kiah responded that students can buy the book; there is a formula that will enable them to purchase textbooks. He added that if a student loses a textbook, the Bookstore will have additional copies that the student can rent.

Senator Carncross asked if the 50 to 90 percent savings is estimated from retail prices; Mr. Kiah responded it is a blended cost estimate reflecting the savings possible for the savviest textbook shopper finding books online. He explained that the Bookstore knows what percentage of students buy new or used books and has estimated a cost of \$107 per class based on that formula. He stated that the cost the Bookstore will be able to offer, which cannot be disclosed at this time, will be substantially less and will be charged by credit hour.

Chairperson Singh asked about the timeline for the program. Mr. Kiah responded that discussions are "past theoretical" and into logistics. He speaks tonight to the SGA Executive Committee and from there will take the program to the main body of SGA. He

hopes a referendum can be presented to all WIU students before the end of April with implementation of the new program in fall 2016.

2. Elections Update

Ballots are due by April 2 for an election to fill the remaining Arts and Sciences seat on Faculty Senate this fall. Four petitions were received to fill the remaining two-year seat.

Ballots have been mailed to vote for contested seats on the University Personnel Committee this fall. Two petitions each were received from the College of Fine Arts and Communication and the College of Business and Technology. Those ballots are due April 8.

Heather McIlvaine-Newsad, Sociology and Anthropology, submitted the only petition to fill the vacant three-year seat on the University Personnel Committee to represent the College of Arts and Sciences this fall.

III. Reports of Committees and Councils

A. Council for Curricular Programs and Instruction (CCPI)  
(Mark Bernards, Chair)

1. Curricular Requests from the School of Computer Sciences

a) Request for Change of Minor

(1) Information Systems

**CHANGE OF MINOR APPROVED**

2. Curricular Requests from the Department of Physics

a) Request for Change of Minor

(1) Physics

**CHANGE OF MINOR APPROVED**

B. Council on General Education (CGE)  
(Diane Sandage, Chair)

1. Requests for Inclusion in General Education

a) ARTS 181, Introduction to Studio Art, 3 s.h.

Senator Choi observed that the Course Assessment Plans refer to ARTH 181 rather than ARTS 181. The department will make that correction before the request is forwarded to the Provost for approval.

**GEN ED DESIGNATION APPROVED WITH CORRECTION**

b) THEA 172, Acting I, 3 s.h.

**GEN ED DESIGNATION APPROVED**

C. Council for International Education (CIE)  
(Bhavneet Walia, Chair)

1. Request for Short-Term Study Abroad Designation

- a) BAT 300, Business Practices and Culture of Ireland, 3 s.h.

**SHORT-TERM STUDY ABROAD DESIGNATION APPROVED**

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

Dr. Miczo announced that an email went out to chairs yesterday regarding a WID review to be undertaken during the remainder of this academic year. Given that significant changes were made to the WID guidelines and form last year, the WID Committee is asking for volunteers to submit information about their courses on the new WID form while keeping the revised WID guidelines in mind. Dr. Miczo stressed that this is not a process for reapproval for existing WID courses; professors are being encouraged to think about how their existing WID courses fit into the new guidelines. He stated that the responses received prior to the end of the semester will be used as test cases, and next year the WID Committee will implement a more formal plan including a timeline to get all existing WID courses reviewed, which is part of the Committee's ongoing charge.

Dr. Miczo informed senators that a dean's signature line has been added to the Request for WID Designation forms. There was concern expressed last year about the absence of a dean sign-off, and in some cases deans were not aware that courses were being suggested for WID designation.

Dr. Miczo, as part of the WID Committee's revised reporting procedures, informed Faculty Senate that three spring 2015 WID courses were overenrolled after the tenth-day report. The WID Committee contacted chairs of those departments to see if anything is being done to address the situation, such as additional compensation for instructors. Dr. Miczo related that two chairs did not respond, and in one case the chair responded that the department would like to add an additional section of the WID course but does not have the resources to do so.

1. Request for WID Designation

- a) COMM 247, Argumentation, 3 s.h.

**WID DESIGNATION APPROVED**

IV. Old Business

A. Revised Course Syllabus Policy

Chairperson Singh reminded senators that at the last Senate meeting revisions to the Course Syllabus Policy were discussed and approved, but after the vote some questions were raised regarding one of the changes. He explained that the Executive Committee did not feel comfortable sending the revised policy to the President without complete clarity as to what the Faculty Senate intended, so the policy changes are being returned for additional input.

Chairperson Singh related that the disability statement and addition of "schemas" to item #6 of the policy seemed to receive unanimous approval at the last meeting. The confusion pertained to the addition of the statement, "Faculty will communicate how and when assessment-based materials will be returned to their students." Senator DeVolder stated that he did not think this statement was going to be part of the enumerated list within the policy but was going to appear elsewhere. He does not think this sentence belongs in the Course Syllabus Policy but thinks it would fit well in the Faculty Responsibilities Policy under the section The Faculty Member as Instructor.

**Motion:** To move the statement “Faculty will communicate how and when assessment-based materials will be returned to their students,” out of the numbered list in the Course Syllabus Policy and under The Faculty Member as Instructor section of the Faculty Responsibilities Policy (DeVolder/Westerhold)

**MOTION APPROVED 18 YES – 0 NO – 0 AB**

Parliamentarian Kaul suggested that the revised syllabus policy, minus the previously removed statement, should be voted on as a whole.

**Motion:** To approve the revised syllabus policy (Siddiqi)

**MOTION DIED FOR LACK OF A SECOND**

Senator Roberts remarked that he raised the point at the last Senate meeting whether the disability statement needs to be explicitly stated verbatim on syllabi, similar to the WID statement. Chairperson Singh understood that the statement was to appear verbatim on syllabi. Senator Roberts suggested that it should then be preceded by a statement similar to that preceding the WID requirement, such as “This statement is required for all courses.”

**Motion:** To move the disability statement to immediately following existing item #11 and approve the revised course syllabus policy as submitted (Siddiqi/Choi)

**Friendly amendment:** To precede the disability statement with “This statement is required for all courses,” followed by the existing text (DeVolder)

**FRIENDLY AMENDMENT ACCEPTED**

**MOTION WITH FRIENDLY AMENDMENT APPROVED 18 YES – 0 NO – 0 AB**

V. New Business

A. Endorsement of Updates to General University Benchmark Institutions for Macomb Campus  
(Joe Rives, Vice President for Quad Cities and Planning)

Vice President Rives expressed congratulations to Senator Siddiqi on behalf of the Quad Cities on being named Distinguished Faculty Lecturer. The original list of non-salary benchmark institutions for the Macomb campus provided by Vice President Rives had included three “aspiration institutions” – Appalachian State, Truman State, and James Madison Universities. Vice President Rives informed senators that, upon reflection, the President’s Leadership Team decided that they did not like that concept of “aspiration institutions.” He explained that Western has already moved from the top 30 institutions to the top 15 Midwestern Regional Universities based upon the *U.S. News and World Report* and Integrated Post-Secondary Education Data Systems. He related that the Leadership Team questioned why Western should “aspire” to be number one, two, or three when the institution is already in that company of upper tier institutions. Vice President Rives observed that one of the best regional institutions in the United States, James Madison University, lists WIU as one of its peer institutions.

Vice President Rives explained that the Leadership Team would like to take the recommended non-salary benchmark institutions previously provided to the Senate and eliminate the bottom universities – Ferris State and Eastern Washington – in addition to Kean and Rowan Universities, which had already been recommended for elimination. Vice President Rives explained that Eastern Washington and Central Washington Universities are similar, but Central Washington is a slightly better school, and the Leadership Team did not think it necessary to include two institutions in such close proximity. He believes that the list of non-salary benchmark institutions

recommended by the Leadership Team represents the very best of regional non-comprehensive universities in the United States. He added that when Western achieves its benchmarking goals, it will have reached its vision within Higher Values in Higher Education to be the national leader in quality, opportunity, and affordability of education.

Senator Romano asked to what Western had originally wished to aspire when comparing itself with the “aspiration institutions.” She recalled that she asked this question at the last meeting, and Vice President Rives responded in depth via email about such things as enrollment and retention, but Senator Romano stated that she was more interested in the intrinsic values that these institutions seem to possess. Vice President Rives responded that these three institutions have a passion for student success. He stated that Western shares that passion in that WIU’s graduation rate is higher than predicted, but Western is not known for this fact, whereas James Madison and Truman State are known for their student success as well as for other factors. Vice President Rives stressed that Western should be the institution that people look to for opportunity and affordability and which has the highest rate of success. He hopes that departments and colleges will take the updated benchmark institution information and have those types of conversations because he thinks the updated list puts WIU in the company in which it rightfully belongs. He concluded that WIU should no longer be in the old set of benchmark institutions because Western is better than them.

**Motion:** To endorse the updated non-salary benchmark institutions as a group as submitted by the President’s Leadership Team (DeVolder/Myers)

**MOTION APPROVED 18 YES – 0 NO – 0 AB**

B. Proposed Bylaws Amendment allowing Ex-Officio Members to Serve Concurrently on Senate Councils/Committees

1. First Reading

Chairperson Singh explained the Executive Committee heard a request from an ex-officio member of a Senate council to serve on one Senate council or committee while serving ex-officio on another. The Executive Committee noted that ex-officio membership is not explicitly addressed in the Bylaws and suggested the following Bylaws amendment for Article VII, Section A., Item 3:

Faculty members shall not serve concurrently on more than one standing committee or council of the Senate. **Faculty members serving ex-officio on one Senate council or committee may serve concurrently on another Senate council or committee.** Members of the Senate may not serve on standing councils of the Senate during their term in office as Senators.

Chairperson Singh observed that typically ex-officio members of Senate council or committees are administrative without voting rights. He noted that today’s meeting sees first reading of the amendment, with second reading and vote to occur on April 14.

Senator Myers asked if anyone has served ex-officio on a Senate council or committee while serving on another Senate council or committee; Chairperson Singh responded that this has occurred once. Senator DeVolder related that this question was raised six years ago when he chaired the Faculty Senate. He believes the Bylaws are clear that members of Faculty Senate cannot serve simultaneously on one of its councils or committees. When the question was raised in 2009, the Executive Committee interpreted the Bylaws as forbidding an ex-officio member from serving on another Senate council or committee. Senator DeVolder added that at that time he offered to undertake further, formal discussion on the issue with the faculty member if he was dissatisfied with that

interpretation, but no follow up was made. Senator DeVolder expressed that he has a generally bad feeling about ex-officio members serving on another Senate committee or council simultaneously. He pointed out that while ex-officio members do not vote according to Senate bylaws, they can still potentially sway opinion during discussions and may have an agenda that they are putting forward on the body on which they serve and can influence the vote if they so choose. Senator DeVolder believes it is probably best to leave the Bylaws as they are. He added that Senate council and committee service make up only part of the potential for service at the University.

Senator Jorgensen asked how ex-officio members are chosen: whether they are former senators wishing to serve on a specific council or committee or faculty members with a specific interest in a particular council/committee. Senator DeVolder responded that ex-officio members are individuals who, by virtue of their positions or office, sit on a council to serve as a resource. He added that regular faculty members, because of their particular skill sets, may need to be resource persons for a certain council, and that is currently set as the limit of their service on a Senate council or committee.

Senator Myers believes the bylaws should not be changed. She does not like to see faculty get into strategic positions on more than one council or committee, and believes that ex-officio positions can be strategic. Senator Myers expressed her desire to see more faculty across the University get involved on Senate councils or committees rather than have faculty serve on more than one. She observed that although the Senate Nominating Committee on which she serves had its worse response rate this year with only 116 responses, she would like to see service more spread out with more opinions in the mix.

Parliamentarian Kaul pointed out that the Director of the Writing Center may not choose to serve ex-officio on the WID committee but must do so by virtue of his/her position. Senator Choi asked what kinds of specific skills a person might have that would make them need to serve ex-officio on a committee or council. Chairperson Singh responded that someone with legal expertise, for example, might be a good ex-officio member of a committee on benefits or hiring. Chairperson Singh reminded members that this meeting is just a first reading for the proposed bylaws change. He stated that the change is not innocuous; it does have implications in terms of participation and diversity, but in some sense, as has been alluded to, the current reading can be a little restrictive.

Senator Jorgensen does not believe an individual should be limited to only serving on one Senate council/committee if the ex-officio member can truly bring expertise to or is interested in serving on another council or committee. He added that a committee should have the opportunity to evaluate whether a candidate who is already serving ex-officio on another Senate council/committee should be given the opportunity to serve on or would bring benefit to another.

Senator DeVolder related that when he served as Vice Chair of Faculty Senate, he also chaired the Graduate Council, and he would never do that again. Senator DeVolder explained that his reluctance stems not from the workload but because he thinks the University, in retrospect, invested more in him than it should have by electing him to both positions and that he had more influence than one individual should be entitled to have. Senator Jorgensen pointed out that Senator DeVolder had the opportunity to withdraw from one of the service commitments. Senator DeVolder stated that he recently counted the years of service he has had between CAGAS, Faculty Senate, and the Graduate Council. He noted that the reason he has accumulated so many years of service is because he is willing to submit his name to represent the College of Business and Technology, and in many cases no one else is “arm wrestling” him to put their names on the ballot. He noted that there are instances where the Senate has had more openings than candidates, and he often hears it said that individuals see the same persons frequently serving on committee and councils. Senator DeVolder believes that when one looks at the

overall population of WIU, it is a small percentage who are willing to do things, and a side effect of that is that certain people tend to do too much.

Senator Siddiqi likes the proposed changes and noted that when Senate vacancies are not filled, the deadline is extended. He sees a trend for faculty to look for the minimum required service as opposed to volunteering for as many University and college committees as possible. He observed that faculty must sometimes be begged to serve on departmental personnel committees and the University Personnel Committee because service is limited to tenured faculty.

Senator Roberts observed that faculty hear anecdotally that there are not enough people to serve on committees. He asked if there is data to support the assumption that committees chronically do not have enough faculty representation. Chairperson Singh stated that the perception may be a result of a lack of new hires; he does not think the University has been hiring very aggressively in recent years. He asked if there is data regarding who has responded to the Senate Nominating Committee interest survey in past years compared to this year. Ms. Hamm can provide figures for how many faculty have responded throughout the past few years but does not have information as to what is influencing whether faculty fill out the survey or not. Chairperson Singh related that when he spoke to the Chairs Council shortly after becoming Senate Chair, he stressed to them two major points: 1) performing due diligence in their efforts to get courses before the Senate and 2) encouraging their faculty to complete the Senate Nominating Committee survey and stressing that it is the one survey they cannot ignore because those results are used throughout the year. He promised to try to get the figures on faculty responses to the survey out to senators.

Senator Keist recalled that she did not realize the importance of the Senate Nominating Committee survey her first year as a faculty member; after the deadline had passed, another faculty member asked if she had filled it out and explained its importance. She said she completed the survey her second and third years at Western but almost missed it again this year. She thinks chairs should be asked to really push faculty to complete the survey because it can easily get lost in the mass of other emails. Chairperson Singh offered to ask the Center for Innovation in Research and Teaching (CITR) to add this to the highlights they provide to incoming faculty.

Senator Jorgensen stated there might be a case where an existing committee has a need for expertise, such as might be provided, for example, by former Senator Rock, and he would hate to see that person barred from providing that expertise because of ex-officio service on another Senate committee or council. He stressed that he is not advocating that multiple service on Senate councils/committees should be opened up for everyone, but he hopes that under exigent circumstances where there is a need for expertise that the most qualified person could be allowed to serve.

Second reading of the proposed bylaws amendment will occur on April 14 followed by the vote. Bylaws amendments require approval by two-thirds of the Senate membership.

#### C. Release of Election Tallies

Chairperson Singh explained that prior to spring break, the Faculty Senate office received a request for vote counts for the recent at-large election. He stated that, historically, Faculty Senate has chosen not to release election tallies. Chairperson Singh spoke with previous Senate chairs who told him the decision was made in order to avoid embarrassing a losing candidate and because it seemed that releasing the vote tallies would serve no purpose. Chairperson Singh had intended to give the Executive Committee an opportunity to discuss the request before taking it to the Senate floor, which he communicated to the individual making the request; however, that individual submitted a Freedom of Information Act (FOIA) request before the topic could be

considered by Senate. The FOIA request was submitted on the Monday of spring break (March 16), and the Faculty Senate office was given five days to comply. Chairperson Singh, along with Parliamentarian Kaul and Associate Provost Kathy Neumann, consulted with the University's counsel who advised complying with the FOIA request in full, although any information which had already been destroyed could not, of course, be shared. Chairperson Singh commended the Senate Office Manager, stating that since she keeps immaculate records she was able to pull the requested information together within that time frame. He stated that because the vote tallies were shared with the individual making the request, it was thought appropriate to also share that information with the full Senate in their packets.

Chairperson Singh said the question now before the Senate is whether to regularly post the vote tallies from all Senate elections on the Faculty Senate website so that no future FOIA requests for this information will be necessary. He also asked whether tallies of votes made on the Senate floor – such as for officers – should be made part of the public domain. He suggested one other course of action would be to change the bylaws to make them more specific since currently they only state that “The faculty shall be informed of the results and the tabulation of the vote,” and the word “tabulation” is open to interpretation.

Senator Siddiqi noted that when the decision was made in the past not to disclose election tallies, it violated the Senate Bylaws. He believes there is no ambiguity in the current statement in the Bylaws. He noted that vote tallies are made public for elections from city council up to the President. He agrees that it is more civil and collegial to say simply, “Out of the candidates running for office, this one was elected,” but given the language in the Senate Bylaws the requirement seems to be that when election results are announced, the vote tallies should also be presented to the faculty body. Chairperson Singh asserted that precedent has been not to share the exact vote counts, although the names of individuals winning the elections has been regularly shared. He reiterated that the word “tabulation” leaves the Bylaws open to some interpretation, but he would like to see the will of the Senate prevail.

Chairperson Singh informed senators that, as part of the FOIA request, the emails of all Executive Committee members will be scanned, under the guidance of Darcy Shinberger, Assistant Vice President for Advancement and Public Services, using defined keywords in regard to conversations regarding the request for vote tallies. Senator DeVolder pointed out that, as offensive as it may seem to have email opened and scanned, employees should have no expectation of privacy in any email written or received. Senator DeVolder tells his students that if they are not willing to read the message aloud from the top of Stipes Hall, it is something that should not be put into email.

Senator DeVolder believes that “tabulation” of votes can be interpreted as exactly what was distributed in Senate packets – a listing of the candidates, who won the elections, the vote tallies, and the number of votes cast. He suggested that if information is released in any other form, such as a ranking – “Of the five candidates who ran for these openings, this one ranked first, this one second, this one third, and the other two were not elected,” – in order to spare the feelings of those who ran, a change needs to be made to the bylaws. He stressed that he does not think Faculty Senate has anything to hide, and he believes the motivation behind not releasing vote tallies in the past was to spare individuals' feelings. He also believes that if vote tallies are to be provided for Faculty Senate elections, they should be provided for everything the Senate votes on, including officers and contested elections for committee service. Senator DeVolder stated, however, that if he ran for Faculty Senate at the next meeting and was defeated 20-1, he would definitely not want to know the vote tally. He has seen an individual with a wealth of institutional knowledge quit immediately upon losing an election, even though the vote tally was not released, and he could foresee the same happening at Senate, particularly if counts were made public.

Senator Roberts asked whether the University attorney's decision that Faculty Senate had to comply with the FOIA request was based on language in the Bylaws or whether it was because compliance is required to any FOIA request; Chairperson Singh replied it was based upon the

latter. Senator Roberts observed, then, that changing the language of the Bylaws would have no impact on future FOIA requests. Provost Hawkinson agreed that any individual can FOIA any information. He stated that the University receives a large number of FOIA requests, sometimes asking for thousands of pages of information and requiring countless hours of work time, and at times seemingly only “fishing expeditions.” He explained that FOIA is sometimes used as a way of expressing discontent rather than providing knowledge, and many things that are requested via FOIA would have been provided openly upon request. He observed that being allowed only five days over spring break to provide information puts great hardship on the University as opposed to operating in a collegial way, and most requests can be handled by going through a collegial discussion. Senator Bennett said he can understand the FOIA request for vote tallies but does not understand why it was necessary to read emails. He asked if any reason was provided or if this is commonplace with FOIA requests. Provost Hawkinson replied that the request must be tied to keywords related to the information being sought. Associate Provost Neumann pointed out that when WIU employees log into their email accounts, they see a user agreement which addresses expectations of privacy. She confirmed that FOIA requests must be linked to keywords, and stated that email scanning as a result of FOIA requests happens very frequently.

Provost Hawkinson suggested that the addition of the words “as requested” or “when asked for” to the Bylaws would address concerns related to releasing vote tallies. He believes that most people are content with the way the election results have been announced and understand that Faculty Senate is trying not to embarrass anyone. He related that he once lost an election to a Senate seat and would not have wanted to know what the vote tally was or be embarrassed by having the vote tally announced to the entire University. He suggested that simply adding two to three words might be the way to solve the issue, and anyone who wants to know the count could then just ask for it. Senator Siddiqi stated that he likes this suggestion, but noted that it would require that all data be retained in the Senate office in case there is a critical request for that information. Associate Provost Neumann stated that the University attorney said that this is why some entities choose to destroy data after an event is concluded so that they will not have to provide it in the event of a FOIA request. Parliamentarian Kaul noted the question is whether to retain information on vote tallies and number of votes cast going forward; FOIA says you cannot supply information that you do not have, and prior to fall 2010 the only information that was retained was the listing of candidates and winners of elections. He also observed that the dictionary definition of “tabulation” is an organized way of presenting data, such as in a tabulated form, so “tabulation” does not necessary mean that a count must be presented.

Chairperson Singh believes this topic is important enough that all Senate should weigh in on it. He suggested that, rather than rush to any determination, the discussion be continued at the next Senate meeting.

**Motion:** To table further discussion of Release of Election Tallies until the next Senate meeting (Siddiqi/Silberer)

#### **NO OBJECTIONS TO MOTION TO TABLE**

**Motion:** To adjourn (DeVolder)

The Faculty Senate adjourned at 5:32 p.m.

Lee Brice, Senate Secretary

Annette Hamm, Faculty Senate Recording Secretary