

*Reception to Honor Faculty and
Administrators Who Retired in 2014
3:30-3:55 p.m., April 28, 2015
University Union Capitol Rooms*

**WESTERN ILLINOIS UNIVERSITY
FACULTY SENATE
Regular Meeting, 28 April 2015, 4:00 p.m.
Capitol Rooms - University Union**

ACTION MINUTES

SENATORS PRESENT: S. Bennett, L. Brice, J. Brown, A. Burke, M. Carncross, R. Chaves, J. Choi, S. Cordes, D. DeVolder, A. Hyde, G. Jorgensen, J. Myers, S. Romano, T. Roberts, M. Siddiqi, A. Silberer, M. Singh, S. Szyjka, T. Westerhold
Ex-officio: Ken Hawkinson, Provost; Tej Kaul, Parliamentarian

SENATORS ABSENT: J. Baylor, G. Cabedo-Timmons, C. Keist, T. Sadler

GUESTS: Dale Adkins, Andy Baker, Mark Bernards, Ginny Boynton, Felix Chu, Ken Clontz, Billy Clow, Merrill Cole, Simon Cordery, Gloria Delany-Barman, Julie DeWees, John Drea, Anne Gregory, Keith Holz, Kishor Kapale, Carol Longley, Michael Lorenzen, , Chuck Lydeard, Angela Lynn, Sue Martinelli-Fernandez, Jim McQuillan, Charolette Megginson, Mary Mhango, Esmeralda Moreno, Russ Morgan, Terry Mors, Amy Mossman, Mark Mossman, Kat Myers, Kathy Neumann, Lorette Oden, Digger Oster, Nancy Parsons, David Patrick, Bill Polley, Christopher Pynes, Diane Sandage, Gary Schmidt, Aimee Shouse, Rael Slavenski, Erskine Smith, Terry Solomonson, Jack Thomas, Jeanette Thomas, Bill Thompson, Scott Walker, Ron Williams, Thomas Williams, Charles Wright, Dan Yoder

Chairperson Singh recognized the 2014 emeriti faculty and administrators in attendance, who were honored before the meeting with a reception and by having their names added to the plaque on display in the University Union Bill Brattain Lounge (formerly the Prairie Lounge). Emeriti faculty and administrators who attended the reception included Felix Chu, John Drea, Charolette Megginson, David Patrick, Jeanette Thomas, and Thomas Williams. Certificates of recognition will be mailed to those who were unable to attend. A total of 19 faculty and administrators were awarded the designation of emeritus in 2014.

President Thomas read a resolution honoring Provost Hawkinson, who will be leaving WIU to become the twelfth President of Kutztown University:

Faculty Senate Resolution Recognizing Dr. Ken Hawkinson, Provost and Academic Vice-President

Whereas Dr. Ken Hawkinson has been Provost and Academic Vice President of Western Illinois University for the last three years, and

Whereas Dr. Ken Hawkinson has fully participated at all Senate meetings and Senate Executive Committee meetings, providing valuable input and perspective, and

Whereas Dr. Ken Hawkinson has joined with the Faculty Senate in the process of joint governance, and

Whereas Dr. Ken Hawkinson has accepted a position as President of Kutztown University in Pennsylvania,

Be it resolved that the Faculty Senate expresses its appreciation for the service Provost Hawkinson has provided to the University in his multiple roles and the Senate wishes him the very best in his new position.

Incoming Faculty Senate Chair Christopher Pynes read a resolution honoring Parliamentarian Kaul for his years of service to the Faculty Senate:

**Resolution in Recognition of Exceptional Service by
Dr. Tej Kaul, Parliamentarian of the Faculty Senate, 2005 – 2015**

RATIONALE

WHEREAS, Dr. Kaul served as Faculty Senate Parliamentarian for Academic Years 2005/2006 through 2014/2015; and

WHEREAS, he has provided exemplary leadership and service to the Faculty Senate; and

WHEREAS, he has performed in an outstanding manner; and

WHEREAS, his commitment to the ideals of faculty governance will serve as a long-lasting model for future Parliamentarians;

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED THAT the Faculty Senate of Western Illinois University hereby officially recognizes Dr. Tej Kaul for his distinguished service to the Faculty Senate and to Western Illinois University.

BE IT FURTHER RESOLVED, THAT this Resolution be permanently recorded in, and distributed via, the Minutes of the Western Illinois University Faculty Senate.

Vice Chair Westerhold also recognized the services of Annette Hamm, Faculty Senate Office Manager and Recording Secretary.

I. Consideration of Minutes

A. 14 April 2015

MINUTES APPROVED AS DISTRIBUTED

II. Announcements

A. Approvals from the President

1. Approvals from the President

- a) Revision of admission procedures for students who are not in good standing at previous college/university attended
- b) Changes to Course Syllabus Policy to include revised accommodation language and adding “grading schemas” to information provided to students regarding how final grades are determined

B. Provost’s Report

Provost Hawkinson announced that Lorette Oden has been named the permanent chair of Health Sciences and Social Work.

Provost Hawkinson announced that a new policy will be put in place at WIU on July 1. The Board of Trustees in March again received a material audit finding from external auditors against the University for not having background checks in place. The Provost recalled that compliance

officers, such as former Assistant to the Vice President for Administrative Services Dana Biernbaum, have spoken to Faculty Senate about this issue in the past. He explained that the background checks will be required for all new employees and for current employees who work with children and minors. Some areas of the campus already routinely submit to background checks. Provost Hawkinson added that if senators see any flaws in the policy there is still time to make corrections.

Digger Oster, Assistant to the Vice President for Administrative Services, told senators this is not the first time that WIU has had a material finding go against them for failure to conduct background checks; he claimed the University is constantly getting “push back” from liability insurance providers for not having the checks in place. Mr. Oster stressed that the checks do not extend to current employees unless they move into a security sensitive position. He asked that feedback be directed to him.

Senator Bennett pointed out that the Background Investigation Policy states, “Current faculty, staff, graduate assistants (GAs), research assistants (RAs), teaching assistants (TAs), and teaching support assistants (TSAs) must self-disclose post-employment arrests, criminal convictions or administrative disciplinary action within three business days of the arrest.” He pointed out that this seems to imply that current employees could be fired after three days if they choose not to self-disclose arrests, criminal convictions, or administrative disciplinary action. He added that this seems to apply to all employees regardless of whether they work with minors. Mr. Oster confirmed that the self-disclosure piece does apply to everyone, but not everyone will be required to undergo a background investigation.

Senator Cordes agreed with Senator Bennett that this part of the policy seems unclear. He pointed out that it is included within a Background Check Policy, and under the heading Conducting the Background Investigation, but neither heading indicates the inclusion of required self-disclosure of information. He believes the self-disclosure requirement and any other information about current employees should be made clearer and broken out into its own separate policy.

Senator Bennett expressed concern that if a current employee gets arrested and does not disclose that information, he/she could be fired. Vice President for Administrative Services Julie DeWees asked if there is a reason why an employee would not wish to disclose this information if already employed at WIU. Senator Cordes reiterated that if a self-disclosure policy is needed, it should be clearly titled as that type of policy and made separate since this has nothing to do with background checks.

Senator Bennett pointed out that there does not appear to be any appeals process or method for interventions. The policy states that “Any false answers, statements or omission made in the self-disclosure or any supplement thereto will be *sufficient grounds for immediate discharge/termination or dismissal.*” Vice President DeWees admitted this is a good point, and she promised to take it into consideration.

Senator Cordes reiterated that the two separate points are lumped together into one policy, and stated that he is not sure that the way the policy is worded is contractually sound with regard to mandating dismissal without due process. Vice President DeWees stated that individuals may not necessarily be fired immediately; the decision will be based on the specific circumstance. She related a hypothetical example of a heating plant employee with access to vital equipment who has a clear record when hired but afterward might have something that needs to be disclosed.

Senator Siddiqi pointed out that the UPI contract assures faculty of due process before taking action. He believes there should be some language in the policy that makes it clear that action will not be taken until due process is completed. Vice President DeWees informed senators there are four individuals who will look at the background check investigations or self-disclosure reports: the University Risk Manager, Director of Equal Opportunity and Access, Director of Human Resources, and Assistant to the Vice President for Academic Services (for academic personnel).

Vice President DeWees pointed out that vice Presidents are not included in this group, but she suggested that after the investigations or reports are vetted by this team, they could go to the VPs as part of an appeals process. She stressed that the investigation results and reports will be highly confidential and will not be released to the campus in general.

Senator Cordes reiterated that at the minimum the heading of the section on self-disclosure needs changed from “Conducting the Background Investigation” to something more accurate. Chairperson Singh summarized that the concerns seem to center on due process and separating out the different parts of the policy. Parliamentarian Kaul agreed that the two issues should be separated into different policies, with one specific to new employees to WIU and the other directed toward current employees.

Senator Siddiqi expressed concern that Legal Counsel is listed as an ex-officio member of the evaluating committee. He stated that ex-officio members can affect the outcome of discussions. He noted that the legal counsel could look at the decisions arrived at by the committee and give advice, but he has concerns about legal counsel sitting in on deliberations. Mr. Oster explained that the intent was to make sure that University did not violate legal or contractual requirements when evaluating the documentation.

University Libraries professor Bill Thompson asked if the relevant unions and the Fraternal Order of Police had been consulted on the proposed policy. Vice President DeWees responded that the policy is being presented to the Civil Service Employees’ Council and to Faculty Senate. She does not believe the policy is a condition of bargaining. Members of the Fraternal Order of Police are already subject to background investigations, as is anyone with security-sensitive positions or who work with minors, since this is required by law.

Provost Hawkinson reiterated that background checks have been discussed for several years, including before Faculty Senate, with the current push tied to the recent Board of Trustees meeting. He believed it was important to discuss it again before Faculty Senate so that more individuals could respond before it goes to the Board of Trustees. Provost Hawkinson stated that background investigations are sweeping the country; he went through an extensive background check before being chosen as President of Kutztown University. He stated that WIU has held off on establishing a background check policy for many years, but he feels the University cannot do this any longer due to the issues being raised, which is why the policy was brought to Senate.

Chairperson Singh summarized that the concerns raised by senators include: 1) the need to consult with UPI, 2) that due process be followed, and 3) that the policy be separated for incoming and existing employees. He stated that other comments should be directed to Vice President DeWees.

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

SGA at their May 14 meeting took nominations for the Office of Student Activities awards. Jake Tomlinson was named Senator of the Year, Sze Jin Ooi was named New Senator of the Year, and Emeraldalda Moreno was awarded Cabinet Member of the Year. Jake Tomlinson was also voted by SGA as Speaker of the Senate for next year.

SGA is revising its Constitution in regards to organization registration. That revision will be finalized at tonight’s final meeting of SGA, as well as consideration of eight pieces of pending legislation.

Ms. Moreno expressed her thanks for the opportunity to attend Senate meetings this year. Chairperson Singh recognized Ms. Moreno for her service.

D. Other Announcements

1. Smoke-Free Campus Committee Status Report
(Senator Tara Westerhold)

Senator Westerhold reminded senators that the Smoke-Free Illinois Act will take effect on July 1. WIU has established a task force with representation from across the campus which has been working on internal policies and procedures to address how to deal with violations. Senator Westerhold related that the task force is in the final stages of drafting the document, and the campus community will soon start to receive educational materials about the upcoming change. She added that the *Western Courier* published an article about it yesterday. Senator Westerhold stated that the Act requires state universities to become entirely smoke-free on July 1, to include all living spaces, buildings, and parking lots. She stated that the policies and procedures are mostly modeled after the University of Illinois, which underwent this change a year ago.

III. Reports of Committees and Councils

A. Council on Admission, Graduation, and Academic Standards (CAGAS)
(Terry Solomonson, Chair)

1. Request for S/U Grading

- a) LAS 496, Internship, 1-6 s.h. (repeatable to 6 s.h.)

Dr. Solomonson reported that CAGAS unanimously approved S/U grading for LAS 496, the Liberal Arts and Sciences internship course.

NO OBJECTIONS

2. Request for GPA Gateway Above 2.5

- a) Middle Level Education

Dr. Solomonson explained that the request is made as a response to changes in the Illinois administrative code. It will change the minimum GPA to 2.75, which will lead to achieving a cohort GPA of 3.0.

NO OBJECTIONS

B. Council on Curricular Programs and Instruction
(Mark Bernards, Chair)

Motion: To consider each department's curriculum as a group so that the courses can be considered approved or objected to by department or school (Brice/Westerhold)

MOTION APPROVED 19 YES – 0 NO – 0 AB

1. Curricular Requests from the Department of Art

- a) Requests for New Majors
- (1) B.A. in Graphic Design
 - (2) B.F.A. in Graphic Design

NEW MAJORS APPROVED

2. Curricular Requests from the Department of Foreign Languages and Literatures

a) Request for New Course

- (1) GER 480, Sexuality in German and Austrian Culture, 3 s.h.

NEW COURSE APPROVED

3. Curricular Requests from the Department of English and Journalism

a) Requests for New Courses

- (1) QS 100, Introduction to Queer Studies, 3 s.h.
(2) QS 400, Capstone in Queer Studies, 4 s.h.

b) Request for New Minor

- (1) Queer Studies

NEW COURSES AND NEW MINOR APPROVED

4. Curricular Requests from the School of Agriculture

a) Requests for Changes of Minors

- (1) Agronomy
(2) Agriculture

b) Requests for Changes of Options

- (1) Agricultural Business
(2) Agricultural Science
(3) Agriculture – Teacher Education

CHANGES OF MINORS AND OPTIONS APPROVED

5. Curricular Requests from the School of Computer Science

a) Request for Change of Major

- (1) Net Technologies: Emphasis A (Traditional) and Emphasis B (Cyber Security)

Senator Myers said she has a problem with the creation of a cyber security emphasis because the School of Law Enforcement and Justice Administration (LEJA) is working on a multi-college program in cyber security and was not consulted. She would like to see the request held in abeyance until the various departments working on the cyber security program through LEJA have a chance to consider it. She does not have an objection to the courses or topic, but pointed out that other departments have been working on cyber security for some time now; decisions are being made about including the departments/schools of Computer Sciences, Political Science, LEJA, and Philosophy/Religious Studies, whereas the current proposal is only for the School of Computer Sciences.

Computer Sciences Director Dennis DeVolder pointed out that this proposal applies only to Net Technologies majors and is not applicable to any other students on campus. He stated that any other department/school that wants to pursue a cyber security initiative should be unimpeded by approval of this proposal. Senator DeVolder added that Computer Sciences will be happy to have students from other disciplines take their security courses, but reiterated that he is unable to see how it impacts students other than those in Net Technologies or how it impedes the development of other initiatives.

Senator Myers stated that LEJA 415, Privacy, Technology and Law, covers the legal and policy aspects that go into cyber security. Senator DeVolder stated that Computer Sciences has a course on the legal and ethical issues associated with information technology that they will use to address these issues in their Cyber Security emphasis.

Computer Sciences professor Jim McQuillan related that two years ago, during a program review, the external examiner recommended that the school consider some additional concentrations within Network Technology in order to give students more depth of learning in the field, which led to the development of the new emphasis.

LEJA Director Terry Mors contended that there is overlap with LEJA 415 and would like for that to be considered before Faculty Senate approves the change of major. Senator DeVolder noted that the change of major proposal includes offering a course which already exists and has been offered every semester for the last two years to students within the School of Computer Sciences. Parliamentarian Kaul pointed out that Computer Sciences is not requesting approval of a new course where there might be concerns about possible overlap; the existing course is only included as part of a change to an existing major. He stated that an objection as to overlap is only applicable to new courses or changes to existing courses. Senator Siddiqi expressed his agreement with Parliamentarian Kaul. He stated that, had this been a request for new course, Senator Myers's concern would be relevant, but it is not applicable to an existing course.

CHANGE OF MAJOR APPROVED

6. Curricular Requests from the College of Arts and Sciences

- a) Request for New Course
 - (1) LAS 496, Internship, 1-6 s.h. (repeatable to 6 s.h.)
- b) Request for New Emphasis
 - (1) Liberal Arts and Sciences: Peace Corps

Senator Roberts asked about the possibility of copyright issues regarding the Peace Corps name. Liberal Arts and Sciences Director Amy Mossman pointed out that Karen Mauldin-Curtis, Faculty Assistant for the Peace Corps Fellows Program, has assured Dr. Mossman that the University does have permission to use the name; her letter was attached to the request.

- c) Request for Change of Major
 - (1) Liberal Arts and Sciences

NEW COURSE, NEW EMPHASIS, AND CHANGE OF MAJOR APPROVED

7. Curricular Requests from the Department of Recreation, Park and Tourism Administration

- a) Request for Change in Interdisciplinary Minor
 - (1) Nonprofit Administration

CHANGE IN MINOR APPROVED

8. Curricular Requests from the Department of Dietetics, Fashion Merchandising and Hospitality

- a) Request for New Course
 - (1) HM 350, Wedding Planning, 3 s.h.

NEW COURSE APPROVED

9. Curricular Requests from the School of Law Enforcement and Justice Administration

- a) Requests for New Courses
 - (1) FS 302, Fire Department Hazardous Materials Operations, 3 s.h.
 - (2) LEJA 313, Correctional Law, 3 s.h.

NEW COURSES APPROVED

10. Curricular Requests from the Department of Educational Studies

- a) Request for New Course
 - (1) EIS 306, Learning and Development in the Adolescent Grades, 3 s.h.
- b) Request for Change of Major
 - (1) Bilingual/Bicultural Education

NEW COURSE AND CHANGE OF MAJOR APPROVED

11. Curricular Requests from the Department of Curriculum and Instruction

- a) Requests for New Courses
 - (1) ECH 357, Strategies to Support Social/Emotional Growth in Young Children, 3 s.h.
 - (2) ECH 358, Infant/Toddler Environment, 3 s.h.
 - (3) LLA 367, Language Arts in the Middle Level, 3 s.h.
 - (4) RDG 388, Disciplinary Literacy Instruction in the Middle Grades, 3 s.h.
 - (5) RDG 434, Literacy Assessments and Interventions for the Middle Level, 3 s.h.
 - (6) RDG 467, Critical Literacy for the Middle Level, 3 s.h.
 - (7) SCED 465, Middle Level Science Methods, 3 s.h.
 - (8) SSED 390, Methods of Teaching Middle Level Social Studies, 3 s.h.

- b) Request for New Minor
 - (1) Middle Level Literacy Teaching
- c) Request for New Major
 - (1) Middle Level Education

NEW COURSES, MINOR, AND MAJOR APPROVED

12. Curricular Requests from the Department of Mathematics

- a) Request for New Minor
 - (1) Middle Level Mathematics Teaching

NEW MINOR APPROVED

13. Curricular Requests from the Department of History

- a) Request for New Minor
 - (1) Middle Level Social Studies Teaching

NEW MINOR APPROVED

14. Curricular Requests from the Department of Biological Sciences

- a) Request for New Minor
 - (1) Middle Level Science Teaching

NEW MINOR APPROVED

15. Curricular Requests from the College of Business and Technology

- a) Request for New Course
 - (1) BAT 490, Business Core Assessment, 0 s.h.
- b) Request for Change of Major
 - (1) Bachelor of Business: Business Core

NEW COURSE AND CHANGE OF MAJOR APPROVED

C. Council on General Education
(Diane Sandage, Chair)

1. Request for Inclusion in General Education

- a) HIST 342/WS 342, Women and Gender in Asian History, 3 s.h.

GEN ED COURSE APPROVED

D. Summer School Committee

(Kishor Kapale, Chair)

1. Policies and Procedures

Dr. Kapale told senators that earlier this year it was pointed out that the Summer School Committee did not have a policies and procedures document on file, and the members worked hard this semester to develop one. Surveys will administered by the Committee every two years, with the next survey occurring in spring 2016.

NO OBJECTIONS

E. Committee on Provost and Presidential Performance
(Steve Bennett, Chair)

1. Provost's Evaluation Summary

Senator Bennett thanked the members of the Committee as well as Roger Runquist and David Towers from the Center for Innovation in Teaching and Research (CITR). Senator Bennett credited Mr. Towers with working all of the data analysis into tables and graphs, which was very helpful, as well as putting the survey online. He pointed out that the survey is very similar to those completed in previous years with separate quantitative and qualitative sections.

Parliamentarian Kaul asked, for the benefit of future committees going forward, if Senator Bennett could provide information regarding the issues they might look for and give some advice for next year. Senator Cordes agreed that it might be helpful to write up four to five key points that could be provided to the Senate Office Manager to convey to next year's Committee.

NO OBJECTIONS

IV. Old Business – None

V. New Business – None

Chairperson Singh stated that it has been an honor serving as the Chair of the Senate this year. He welcomed incoming Senator Pynes as next year's chair. Senator Westerhold extended thanks to Chairperson Singh for helping senators to navigate the issues over the past year.

Motion: To adjourn (Brice)

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

Lee Brice, Senate Secretary

Annette Hamm, Faculty Senate Recording Secretary