

**WESTERN ILLINOIS UNIVERSITY  
FACULTY SENATE  
Regular Meeting, 29 August 2017, 4:00 p.m.  
Capitol Rooms - University Union**

**ACTION MINUTES**

**SENATORS PRESENT:** M. Allison, V. Boynton, S. Czechowski, Gloria Delany-Barmann, R. Hironimus-Wendt, A. Hyde (via teleconference), N. Lino, B. Locke, S. Macchi, H. McIlvaine-Newsad, K. Pawelko, B. Perabo, J. Plos, R. Porter (via teleconference), S. Rahman, T. Roberts, S. Rock, M. Sajewski, D. Sandage, F. Tasdan, C. Tarrant  
Ex-officio: Kathy Neumann, Interim Provost; Tej Kaul, Parliamentarian

**SENATORS ABSENT:** None (two vacant seats)

**GUESTS:** Oscar Alvarez, Lori Baker-Sperry, Davison Bideshi, Tammie Bories, Munia Cabal-Jimenez, Jessy Cheung, Tom Cody, Katrina Daytner, Ray Diez, Justin Ehrlich, Christopher Ginn, Britain Hamm, Jeff Hancks, Anita Hardeman, Hoyet Hemphill, Keith Holz, Tim Johnson, Angela Lynn, Madison Lynn, George Mangalaraj, Hal Marchand, Sue Martinelli-Fernandez, Kyle Mayborn, Lisa Melz-Jennings, Kristi Mindrup (via teleconference), Seth Miner, Russ Morgan, Nancy Parsons, Courtney Penna, Danielle Surprenant, Matt Tanney, Bill Thompson, Ron Williams, Michelle Yager

Chairperson Rock asked that everyone seated at the table introduce themselves.

I. Consideration of Minutes

A. April 25, 2016

**APPROVED AS DISTRIBUTED**

Chairperson Rock announced a correction to the Executive Committee minutes of August 22; on p. 2, item #2, in the first and last sentences on the page it should reflect that there will be six faculty members selected for the Provost Search Committee by Faculty Senate, not five.

Senator Boynton asked if the Academic Support Coach discussed in item #4 of the ExCo minutes has been hired or is new to the faculty. Interim Provost Neumann replied that Lisa Melz-Jennings was formerly under Athletics and is now part of Academic Affairs.

Senator Hironimus-Wendt remarked that he would like the Executive Committee to reconsider the way faculty are apportioned to the Provost Search Committee. He noted that faculty who do not win the election to represent their college on the committee can be put into the pool to be considered for an at-large position, but those are two very different concepts of representation. He suggested that the Executive Committee may want to rethink whether they want faculty to automatically be shuffled into at-large positions. Senator Boynton pointed out that faculty must indicate on their petitions if they want to be considered for the at-large pool if they do not win a college-specific seat, thus, it does not happen automatically. Senator Hironimus-Wendt pointed out, however, that the process does not happen in reverse. Senator Boynton observed that this would be impossible since the college seats are determined first.

Senator Boynton asked what 1+2+1 agreements are, as discussed in the Executive Committee minutes as regards international recruitment. Interim Provost Neumann explained that with these types of agreements, students attend another institution for their first year of college, then spend two years at WIU, and return to their original institution for their final year.

As a follow-up to discussion at the Executive Committee meeting, Senator Allison remarked that she is grateful that Malpass Library is staying open on Saturdays and that the previous decision to close seems to have been reversed. She does not completely understand how the decision to close

on Saturdays was reached, however, since to say that students cannot do academic work on Saturdays seems to be counter to the University's mission of academic excellence. Interim Provost Neumann explained that in light of ongoing budget issues, the Library Dean looked at which hours were the least popular with Library patrons and considered closing the Library during those hours. Job descriptions of civil service employees were also reviewed in order to see if any duties could be realigned to avoid closures. When it was found that duties could not be realigned, President Thomas gave permission to rehire personnel so that the Library could continue to be kept open. Senator Allison related that she is starting to visit colleges with her daughter, and other universities seem to be moving in the opposite direction toward 24-hour access to libraries. Interim Provost Neumann stated that when patron counts are such that this type of move makes sense, WIU's administration will consider it. Senator Allison thinks it sends a signal to prospective students when they see that they will always have access to a university's library, particularly when WIU is trying to attract more honors students.

Senator Allison remarked that she did not realize until reading the Executive Committee minutes that there were other tutoring services at the University that are not being offered until after Labor Day. Chairperson Rock stated that this will be discussed at greater length later in the agenda.

## II. Announcements

### A. Approvals from the President and Provost

#### 1. Approvals from the President

- a. Resolution to convene a task force related to supporting immigrant students
- b. Evaluation summary of Interim Provost Neumann
- c. Three amendments to Faculty Senate Constitution

#### 2. Approvals from the Provost

- a. Requests for New Courses
  - i. CSD 381, Speech Sound Development and Disorders, 3 s.h.
  - ii. ENGR 100, Engineering Study and Seminar, 0 s.h., repeatable with no maximum
  - iii. GEOG 423, River Water Resources, 3 s.h.
  - iv. LEJA 497, Senior Comprehensive Exam, 0 s.h. (originally approved as LEJA 498)
  - v. PSY 243, Mind, Brain, and Behavior, 3 s.h.
  - vi. UNIV 360, Research Methods for General and Professional Studies, 3 s.h.
- b. Requests for Changes of Minors
  - i. Geography
  - ii. Geographic Information Systems
  - iii. TESOL
- c. Requests for Changes of Majors
  - i. B.A. in Art (Teacher Education option)
  - ii. B.A. in Art
  - iii. B.F.A. in Art
  - iv. Bilingual/Bicultural Education
  - v. Communication Sciences and Disorders
  - vi. B.A. in Economics
  - vii. B.B. in Economics
  - viii. Engineering

- ix. Geography and Geographic Information Science
- x. Mechanical Engineering
- xi. Meteorology

3. Not Approved by the Provost

a. Request for Change of Major

i. Law Enforcement and Justice Administration

Chairperson Rock asked Interim Provost Neumann to explain why the Law Enforcement and Justice Administration major was not approved by her after being approved by Faculty Senate. The Interim Provost explained that the issue was one of timing, and she anticipates that it will be returned for consideration, after revision, later this semester. She explained that the request included a reduction in the LEJA 490 internship from 12 s.h. to 9 s.h., but it became apparent that this change would not work for students who are already in the program and that this course should probably become variable credit so that those students can meet their graduation requirements. She added that since CCPI and Faculty Senate had already held their last meetings of the year, there was insufficient time to work through a change during spring semester. Senator Sandage observed that some students may have scholarships that require them to carry a full load of 12 s.h. rather than 9 s.h. Interim Provost Neumann responded that was another reason why it was recommended that the course be changed to variable credit and the request resubmitted.

B. Provost's Report

Interim Provost Neumann welcomed everyone back and expressed her thanks to everyone who helped with move-in weekend and beginning semester activities. She also announced some upcoming events:

- Friday, September 1 is the last day to withdraw from an individual course or from the University without penalty.
- The Student Activities Fair will be held from 3:00-6:00 p.m. tomorrow (August 30) in the mall area between the University Union and Spencer Recreation Center.
- The Veterans' Service Center will sponsor a meet-and-greet tomorrow (August 30) at 4:30 behind the Center.
- The Community-University Partnership Program (CUPP) Block Party will be held from 5:00-7:00 p.m. on September 5 on the lawn in front of Sherman Hall. Interim Provost Neumann encouraged faculty to attend and to encourage their students to attend because the event offers them an opportunity to interact with businesses and community leaders.
- The College of Fine Arts and Communication will hold COFAC Fest from 11:00 a.m.-1:00 p.m. on September 6 between Browne and Memorial Halls.
- WIUQC will begin holding Western Wednesday After Hours at the Rooftop Bar and Restaurant in Davenport.
- College of Arts and Sciences Dean Sue Martinelli-Fernandez will present this year's John Hallwas Liberal Arts Lecture. Her presentation is titled "Two Cooks and a Barber: Cultivating the Liberal Arts in Childhood." She will speak at 3:00 p.m. on September 13 on the WIU Quad Cities Campus (Riverfront Hall rooms 103/104) and at 7:00 p.m. on September 14 on the Macomb campus (Union Grand Ballroom).
- The Town and Gown event will be held from 5:30-7:30 p.m. at The Forum on September 14.

Senator Czechowski announced that the Department of Art's First Wednesdays will begin on September 6 from 7:00-9:00 p.m. and will continue every First Wednesday of the month throughout the year. The event receives support from the Performing Arts Society and through a

grant from Dick Blick. Fourteen Art faculty will be in their studios with Art students who have received talent grants and tuition waivers to work on projects with those who show up from throughout the community. The Art Education students will also work on projects with children.

University Professionals of Illinois (UPI) President Bill Thompson asked when the Illinois Board of Higher Education will be meeting on the Macomb campus. Associate Provost Nancy Parsons responded that they will be on campus on September 19, and their open meeting will begin at 1:00.

C. Student Government Association Report  
(Madison Lynn, SGA representative to Faculty Senate)

Ms. Lynn introduced herself to senators; she is a freshman Accounting major from Macomb and hopes to be able to provide a student perspective, especially as regards recruitment in the local area. The SGA cabinet is scheduled to be sworn in at tonight's meeting. Ms. Lynn has been nominated to serve as SGA Director of Academic Affairs.

D. Other Announcements

1. Advising and Tutoring Resources for Students  
(Ron Williams, Vice President for Student Services and Assistant Vice President for Academic Affairs; Michelle Yager, Director, University Advising and Academic Support Services; Lisa Melz-Jennings, Advisor and Academic Support Coach; Tim Johnson, Advisor and Coordinator of Rocky's Resources)

Chairperson Rock stated that there was a lot of concern raised because the Writing Center was offering services the first day of classes but other tutoring resources were not. The Executive Committee invited individuals who work with tutoring to the Senate meeting to hear more about whether it is possible to offering tutoring the first day of classes. He added that he would also like to learn about Rocky's Resources.

Vice President Williams, who oversees University Advising and Academic Support Services (UAASC), introduced Lisa Melz-Jennings, who began her duties as Academic Support Coach on August 14 after working 18 years as an advisor for WIU Athletics. Vice President Williams told senators that UAASC looked at weekly tutoring usage over a number of years, and the reason tutoring is not offered the first two weeks is that students just do not come to those sessions. He explained that many beginning students are just getting their first assignments, and when tutors were formerly employed early in the semester it was found that they were underutilized since students did not start coming to tutoring until after the semester picked up. Last year only 16 students came to tutoring sessions in week 3 of the fall semester, while 96 students attended sessions in week 4, and 140 in week 5, with increasing numbers going forward. Vice President Williams stated that if numbers of students are saying they want tutoring earlier in the semester and asking why it is closed, UAASC can assess what services these students need and get them connected in some way. Adjustments could be made to scheduling of tutors, but it is currently based on historical data showing when students actually attend sessions.

Vice President Williams stated that a working group, the Student Success Advisory Committee (SSAC), was started by Dean Martinelli-Fernandez. Its members include Director of Advising Michelle Yager, Assistant to the Vice President for Student Services Jessica Butcher, Associate Provost Parsons, Department of English Chair Mark Mossman, and Advising representatives. He told senators the group has come together at least monthly over the past year to address ways to increase retention and enhance the University. The working group has determined it would be ideal for the University to create a Student Retention Center with personnel that would work closely with UAASC. Vice President Williams stated that advisors do an excellent job, but they need assistance with some other factors that go beyond advising and scheduling of courses. He explained that since WIU cannot afford to establish such a center immediately, the SSAC asked what

can be piloted on a smaller scale that would positively affect retention and decided to create the position of Academic Support Coach to complement other efforts in place for retention, such as the First-Year Experience (FYE) UNIV 100 and Y courses, the Building Connections mentorship program, and living-learning communities in residence halls.

Advisor Tim Johnson coordinates the Rocky's Resources program. He told senators it has two different functions: 1) tutoring, and 2) student success workshops, which are offered once a week on various kinds of study skills, such as how to organize, how to break down a chapter, class participation tips, and effective studying. Rocky's Resources tutoring is offered at Tanner Hall, Malpass Library, Memorial Hall, and the Multicultural Center, as well as limited hours offered online. Mr. Johnson told senators that a third piece will be added next semester: on-demand study skills workshops. He explained this will allow classes and student groups to request a tutor or graduate assistant to do a personal study skills workshop exclusively for that group or class.

Senator Delany-Barmann asked how many graduate assistants are employed by the Advising and Academic Support Center; Mr. Johnson replied there are three. Ms. Yager added that one graduate assistant works with Rocky's Resources and the other two are doing academic advising assistantships.

Ms. Yager stated that while everyone would love to create an Academic Support Center, there are insufficient resources for that goal, so last year thought was given to what student success programs are already in place at the University. She said that both student-athletes and Office of Academic Services (OAS) students meet every two weeks with their academic advisors who help them monitor their programs and improve their study skills. OAS students sign a Family Educational Rights and Privacy Act (FERPA) waiver so that their parents and guardians can be brought in as part of their support team. Ms. Yager stated that, besides OAS students and student-athletes, over 500 regularly admitted students who are on academic warning or probation met last year at least once a semester with their academic advisors, but those students are not receiving the kind of academic support that they need for GPA recovery. Ultimately, the Student Success Advisory Committee wrote a proposal for an Academic Success Coach that would meet with students every two weeks and give them an "intrusive" advising program to help them with GPA recovery and positively impact retention. Ms. Yager told senators that Ms. Melz-Jennings started a similar program in Athletics 18 years ago and has successfully implemented a lot of these same strategies, so it was a coup for UAASC to attract someone with her background to develop this program for them. She said Ms. Melz-Jennings will meet with faculty, advisors, Student Services, and others to promote the program, and she is starting to get student referrals already. Ms. Yager added that academic warning and probation letters sent by the Registrar's Office to students later in the semester will include information suggesting that they can help get themselves back into academic good standing by making an appointment with the Academic Support Coach. Students can then meet with Ms. Melz-Jennings to develop goals and an action plan, working with other resources at the University and community as appropriate.

Ms. Melz-Jennings stated that Ms. Yager did a great job presenting the history of and necessity for the position of Academic Support Coach. She explained that she is both an academic advisor and the Academic Support Coach; every student has an academic advisor, but the Academic Support Coach will serve as a secondary resource person, which is similar to the role she played in Athletics, although her services as Academic Support Coach will be less mandatory than they were for student-athletes. She stated that students will still see their regular academic advisors, but those meeting times are normally only 30 minutes, and students often have class before and after their advising session, which does not leave a lot of time. Ms. Melz-Jennings is also a Building Connections mentor, and related that when she explained the new services to three of her mentees who she thought would benefit from them, all three signed up. She explained that as Academic Support Coach she will work with students to prepare an academic success

plan together and will hold them accountable for the goals and objectives indicated in the plan. Ms. Melz-Jennings told senators she has also reached out to FYE Faculty Associate Senator Macchi, as well as to Associate Provost Parsons and Registrar Angela Lynn. She will also meet with the Disability Resource Center and all Student Services offices on campus. She stressed that if students can be encouraged to come to her, she can definitely help them.

Senator Boynton asked if the services of the Academic Support Coach are specifically for students not in Athletics or OAS. Vice President Williams replied that this is correct because those students already have access to these types of services. Ms. Melz-Jennings stated that 257 students currently fall into the population that would benefit from her services, but that number will decrease in spring semester.

Senator Tasdan asked if an email could be sent detailing which majors are eligible for tutoring and the locations and times of those services because the Department of Mathematics needs tutors. Chairperson Rock asked if Mathematics needs tutors the first two weeks of classes. Senator Tasdan replied that students in Mathematics do not necessarily need tutoring their first week of classes but they do need it the second week. Mr. Johnson stated that the Department of Mathematics is offering tutoring beginning this week. Senator Tasdan clarified that the Department of Mathematics has its own tutoring center but also uses the services of University tutoring. Ms. Yager thinks it is important to realize that UAASC is just one entity on campus that provides tutoring; there are many other tutoring opportunities that are managed by departments and not UAASC. Senator Tasdan stated that in past years UAASC tutors used to come to departments, introduce themselves and provide their contact information, which faculty could then pass on to their students, and he asked if that could be started up again; Mr. Johnson replied affirmatively.

Senator Allison remarked that the Writing Center tutors when they do not have appointments the first week of classes go to English classrooms to talk to students. She stated that if other tutors were in place the first week of classes, they might be able to use their free time to sell their programs to instructors, which might change the usage demographic. Ms. Yager replied that while she agrees that marketing is an important piece, the tutors hired by UAASC are about 90 percent international students, so that first week of classes is used for training them, including training how to promote the program. She stated that the tutors use the second week of classes to market the tutoring services, and the actual tutoring begins the third week of classes.

Senator Roberts asked if UAASC has a sense of the number of students who are working on- or off-campus at the same time as they are taking classes in order to get an idea of the scope of the need for advising for students who do not have the time to study. Ms. Yager replied that one big piece of the Academic Support Coach's meetings with students is to determine what caused their academic difficulties; after that is determined, she can look at priorities and have other conversations with the students. Ms. Melz-Jennings added that all academic advisors have to have those sorts of conversations with their students and will sometimes find that students have overcommitted to extracurricular activities, for instance.

Senator Boynton asked if there is a central tutoring website; Ms. Yager replied that the tutoring clearinghouse can be found at [www.wiu.edu/tutoring](http://www.wiu.edu/tutoring). She said that UAASC reaches out to academic departments to ask them for their tutoring schedules and incorporates them on this webpage, although some departments have yet to get back to them with that information. She added that all of this information is rather a headache to put on the website, and one of their advisors usually waits until it has all been received and uploads it over the course of a weekend. Ms. Yager added that UAASC is considering changing the website to reflect less specific/more generic information in future because the job is so overwhelming. She added that the tutoring information is also available on the WIU mobile app under the tutoring icon. The [www.wiu.edu/MyWestern](http://www.wiu.edu/MyWestern) portal also includes a button for tutoring.

Senator Boynton asked if statistics are available for retention for students on living-learning communities versus regular residence hall floors. Dean Martinelli-Fernandez replied that the University is starting to gather that information for the first time. She and Dr. Mossman are working with Institutional Research and Planning on determining these numbers, but the information has not yet been entirely verified. She related that data has started to be evaluated on the Arts and Sciences Humanities living-learning community, which can be divided into different categories based upon how active students were with opportunities that were offered through the floor. She said that preliminary numbers strongly suggest that students in living-learning communities have much higher GPAs than others in the comparison groups, even when those students have as much debt as the highest comparison groups of all freshmen. She added that students in living-learning communities also seem to change their majors more than the general student population. Dean Martinelli-Fernandez stressed that the data is still nascent, but once it has been finalized it will be presented to Faculty Senate.

Parliamentarian Kaul asked how tutoring is handled for distance education and for Quad Cities students. Mr. Johnson responded that some tutoring is offered online on two nights a week (currently Mondays and Wednesdays from 6:00-9:00 p.m.). He added that online tutoring has typically not been used much, but those services continue to be offered. He stated that tutors from Psychology and from Math will be online this year. Mr. Johnson added that Rocky's Resources does not offer tutoring on the Quad Cities campus. Senator Porter asked if the online tutoring is open to Quad Cities students; Mr. Johnson responded that it is.

Dr. Thompson related that, while there may not be 16 students who need tutoring the first week of classes, he has worked three nights so far this semester in Malpass Library, and two of those nights students have come to the reference desk asking where the tutors are, especially for math. He thinks there are probably other students who see the tutoring tables are empty and do not even ask at the desk. Dr. Thompson added that when he tells students that tutoring does not start until after Labor Day, they are frustrated. He thinks some students do get lost their first week of classes and that tutoring needs to be offered during those first two weeks because that is a long time to wait for help, particularly for help with mathematics. Dr. Thompson observed that writing tutors are available from the first day, and the University is aware that both math and writing are challenging for students due to the fact that many students need remedial math and writing.

Dr. Thompson thinks the Academic Support Coach is a great addition to the University but wonders how many students this one position can accommodate. Ms. Melz-Jennings responded that right now she knows of 257 students who need her services, but some students have not completely registered so that number may go up after the tenth day. She added that if the number balloons to 500 that she must meet with every other week, she would probably cut the meeting times down to 30 minutes, but she anticipates that she would still be able to do a good job even with that number. Ms. Melz-Jennings plans to keep track of the numbers served and share them with Ms. Yager and Vice President Williams. Ms. Yager added that everyone hopes this initiative is wildly successful, but it is a pilot program. She would love to see it grow and for additional graduate assistants to be brought in to help with different options.

Dr. Thompson believes it would be useful not only to focus attention beyond students on academic warning or probation because many other students, such as those with B or C averages, could do better with access to these types of services. He added that enrollment is not where the University would like for it to be, and there is the need to focus on retention because that translates to income for the University. He added that Vice President for Administrative Services Matt Bierman has stated that 70 percent of the University's income now comes from tuition.

Senator Tarrant asked if, other than the letter from the Registrar telling students that they are on academic warning or probation, there are additional ways that students might be put in contact with the Academic Support Coach. Ms. Melz-Jennings replied that she is looking into different ways to reach out to students because professors do not always know what students are on warning or probation; they only know how students are doing in their own classes. Ms. Melz-Jennings is Vice Chair of the Council of Academic Advisors, which meets every two weeks, and they are already sending students to her. She also is trying to get the word out to First-Year Experience and UNIV 100 professors and Building Connections mentors. She has put an article in the *Western Courier* and the UNIV 100 newsletter. Ms. Melz-Jennings pointed out that her services are opt-in, so professors may not realize that they have one of her students in their class until they get an email from her asking how a particular student is doing and what can be done to help that student succeed. She told senators that if they know a student is struggling, they can advise the student to see her, and she will evaluate the student from that point and find others to help the student if needed.

2. Faculty Senate is seeking nominees from full-time faculty who wish to submit petitions to serve on the Provost Search Committee. The Senate has been charged to determine one representative from each academic college and two at-large representatives. Petition forms can be found at [http://www.wiu.edu/faculty\\_senate/elections.php](http://www.wiu.edu/faculty_senate/elections.php) and are due by August 31.
3. Petitions are sought to fill two one-year vacancies on the Faculty Senate beginning immediately. Nominees are needed to represent the College of Business and Technology and the College of Arts and Sciences. Petition forms (attached to the specific election notices) can be found at [http://www.wiu.edu/faculty\\_senate/elections.php](http://www.wiu.edu/faculty_senate/elections.php) and are due by September 5.

### III. Reports of Committees and Councils

#### A. Council on Admission, Graduation and Academic Standards (CAGAS) (Ken Clontz, Chair, 2017-2018)

##### 1. Annual Report (Steve Rock, Chair, 2016-2017)

Chairperson Rock passed the gavel to Vice Chair McIlvaine-Newsad to present the CAGAS report. He informed senators that many more faculty and instructors are reporting cases of academic integrity, but he is not sure if faculty are seeing more violations than previously or if they are filling out incidence reports and sending them to CAGAS more than before. The CAGAS Chair reviewed 75 reports of academic integrity incidents last year, a noticeable increase from previous years. The CAGAS report commends faculty for calling attention to this issue; Chairperson Rock stated that this sends a message to students that there are consequences if they violate academic integrity in their work.

Senator Hironimus-Wendt asked what the difference is between Late Withdrawal (Total) and Late Withdrawal (Selective) in the CAGAS report. Chairperson Rock explained that selective withdrawal is when a student only withdraws from some classes; for a total withdrawal, a student withdraws from all classes.

CAGAS last year also considered several policy issues, including revisions to the Posthumous Degree Policy, exceptions to the Final Exam Policy, and the role of Turnitin in findings of violations of the Academic Integrity Policy. The report states that CAGAS may continue its research into Turnitin this year, which could potentially lead to proposed changes to the Course Syllabus Policy.

#### **NO OBJECTIONS**

#### B. Council on Campus Planning and Usage (CCPU)



(Hal Marchand, Chair, 2017-2018)

1. Annual Report (Hal Marchand, Chair, 2016-2017)

Dr. Marchand reported that the bulk of the Council's work last year was to develop a resolution for Faculty Senate consideration regarding establishing WIU as a sanctuary campus. CCPU spend quite a bit of time researching documentation around the country regarding sanctuary programs and held an additional meeting to address this issue. Dr. Marchand stated that this was good work for the Council, and he hopes that more of these types of considerations can be placed before CCPU. He added that budgetary issues affecting Facilities Management meant that CCPU was unable to address some issues, such as the tree program that CCPU would like to see resumed this year if possible.

Chairperson Rock asked if CCPU also addresses issues related to the Quad Cities campus. Dr. Marchand responded that CCPU has not be asked to consider any issues related to the Quad Cities campus and does not receive reports about the Quad Cities campus, but that would give value to the Council. He thinks it would be good for CCPU to add a member from WIUQC to provide more participation with that campus.

Dr. Marchand reported that last year CCPU considered a number of campus safety issues, and many of those problems that were observed by CCPU members have now been solved. He stated that CCPU did some photographic documentation, and members saw significant improvements over the summer, such as cutting damaged limbs off trees and addressing stop sign issues.

**NO OBJECTIONS**

C. Council on Curricular Programs and Instruction (CCPI)  
(Anita Hardeman, Chair, 2017-2018)

1. Curricular Requests from the Department of Engineering Technology

a. Request for New Minor

i. Instructional Design

Chairperson Rock observed that the minor is apparently intended to be offered entirely online, but at the top of p. 2 it says the minor "would involve six courses (18 credit hours) that would be offered *primarily* online." Engineering Technology professor Hoyet Hemphill clarified that the six courses will be offered entirely online. This will be corrected before the request goes forward to the Provost's Office.

Senator Hironimus-Wendt recalled that until a couple of years ago the University had a full major for Instructional Design housed in the College of Education and Human Services; that major went away, and the current minor is housed in the College of Business and Technology. He asked if the faculty are now tenured in a different college, adding that it seems odd to get rid of the major and then use the same courses to create a minor in a different college. Engineering Technology Chair Ray Diez explained that last year the Department of Instructional Design and Technology merged with the Department of Engineering Technology. He stated that although the major was eliminated, former Provost Ken Hawkinson told the department that an online minor would be possible as long as faculty were available to teach it and there was a need for it. Dr. Diez stated that the minor will complement different majors on campus and is needed for Bachelor of General Studies students, who need 300-level coursework and

online minors. Senator Hironimus-Wendt asked how the faculty transitioned as a result of the change in college. Dr. Diez replied that the faculty came under the Department of Engineering Technology in the College of Business and Technology.

Senator Boynton asked if the Emerging Design Technology minor is also housed in the Department of Engineering Technology. Dr. Diez replied that this minor is a combination of four areas: Broadcasting, Art, Instructional Design and Technology, and Graphic Communication. Senator Boynton asked if all these departments approve of the new Instructional Design minor since no letters of support were included with the request. Dr. Hemphill replied that all but one of the Emerging Design Technology courses are face-to-face but the Instructional Design minor is online, so there will not be any conflict. Senator Boynton asked if on-campus students can take the online Instructional Design minor; Dr. Hemphill replied that they can. Senator Boynton reiterated that the request form does not include any indication that the other departments in the Emerging Design Technology minor support the creation of the Instructional Design minor. Dr. Hardeman pointed out that one of the areas, Graphic Communication, is in the same department. Dr. Diez stated that there were already Instructional Design and Technology minors, but this minor was realigned to be offered entirely online. Dr. Hemphill clarified that the Instructional Design minor is a different configuration of courses; courses were taken from the Instructional Design and Technology major and some other minors and made into a new online minor.

Senator McIlvaine-Newsad asked if the Instructional Design minor has the same name as an existing minor; Dr. Hemphill replied that it has the same name as an existing major. Dr. Diez added that this will be the only minor for this program. Senator McIlvaine-Newsad asked what is meant by saying the courses have a different configuration. Dr. Hemphill replied that four of the courses are online versions of ones that were face-to-face plus two additional online courses. Senator McIlvaine-Newsad stated that her confusion stems from the fact that the Department of Sociology and Anthropology created an online major last year and didn't change anything at all. She added that when her courses are offered online and face-to-face in the same semester, she often has twice as many students want to take the online version compared to the face-to-face class. Dr. Diez stated that Engineering Technology does not offer any face-to-face undergraduate classes in Instructional Design and Technology; they were transitioned to only be offered online. He added that the department went through a process in order to package them as an online minor. Senator Hironimus-Wendt confirmed that there is no Instructional Design and Technology minor listed in the undergraduate catalog; there was formerly a major but never a minor, so this is a new minor because it does not currently exist.

## **NO OBJECTIONS**

### 2. Annual Report (Anita Hardeman, Chair, 2016-2017)

Dr. Hardeman thanked CCPI for participating in many long meetings considering curricular requests as well as the charge to review comprehensive majors and the definitions of academic terms. She explained that some of the historical data comparing types of requests was cut from the annual report but is still available for reference. She

added that a separate report on the review process has gone to the Executive Committee but the process is continuing.

Senator Boynton observed that the number of new courses seems to have significantly decreased and asked if CCPI has any insight as to why that has occurred. She wonders if this could be due to budget issues, cuts in number of faculty, or whether this is a random occurrence. There were 51 new courses requested in 2014-15, 45 in 2015-16, and only 28 new course requests in 2016-17. Dr. Hardeman replied that she cannot say for sure why this occurred since departments that are not developing new courses do not come to CCPI to explain why, but she assumes that this is a result of the budget situation last year and reactions to the Academic Program Elimination Review. She assumes that departments may have needed some time to retrench and reevaluate their programs. She expects that CCPI will have a very active year this year as departments start to think about some new directions. Senator Boynton wondered if the decrease was the result of a decision by CCPI to consider fewer new courses; Dr. Hardeman replied that it is not and reaffirmed that CCPI reviews every request that is submitted to it. She pointed out that the number of changes to existing courses was a little higher last year, with 58 changes in 2016-17 and 45 in 2015-16, so departments last year may have been thinking about how were doing things in the past, and the next step this year may be to design new courses. She stressed, though, that this is only speculation.

## **NO OBJECTIONS**

### **D. Council on General Education (CGE) (Keith Holz, Chair, 2017-2018)**

#### **1. Annual Report (Darcy Plymire and Keith Holz, Chairs, 2016-2017)**

Dr. Holz explained that last semester CGE learned that its current chair was leaving the University, and over the course of the last two meetings Dr. Holz was elected chair of both CGE and the General Education Review Committee (GERC). He told senators that CGE is operating under a moratorium for new requests for General Education consideration while it completes its review. The CGE annual report included a GERC status report drafted by former chair Darcy Plymire and updated by Dr. Holz with GERC input. He stated that the Review Committee has not yet reached the point where decisions are set, and discussions remain fluid regarding how to adjust to changes in Gen Ed. Dr. Holz stated that the Committee will try to resolve that this semester and possibly next semester as well. Dr. Holz pointed out one error on the CGE annual report; Associate Provost Parsons is listed as Provost Nancy Parsons at the top of p. 2.

Dr. Holz stated that CGE members are unclear about the fourth charge to the Review Committee, “A review of the structure of General Education assessment,” and want to know exactly what is meant by “structure.”

Senator Rahman noted that the GERC status report includes a recommendation about Foreign Language-Global Issues (FLGI) courses: p. 3 of the status report states that “...we suggest that if the goals and intentions of the Global Issues designation can be met with one Gen Ed course, that the CIE be encouraged to reassess the need for the additional FLGI requirement.” Senator Rahman stated she does not feel part of this larger discussion and asked if there was a conversation that led to this recommendation. Dr. Holz replied that it has not been resolved what GERC will ultimately recommend regarding this issue. He explained that GERC’s Multicultural Subcommittee is discussing this, but CGE/GERC does not have authority regarding how to define the FLGI University graduation requirement. He added that CGE/GERC has also not decided as an overall committee whether to allow double dipping of students taking Multicultural and Global Issues (GI) classes, and he would like to see more conversations with the Council for International Education on these issues. Senator Rahman asked if the question is

whether students should have to count a course that is both Multicultural Gen Ed and Global Issues as one course or if they can count it as meeting both requirements; Dr. Holz replied affirmatively.

Senator Boynton thanked CGE/GERC for the report and their work on this incredibly complex process. She asked if students currently taking a Multicultural Gen Ed course that counts as a Global Issues course can only count it as meeting one of those requirements. Registrar Angela Lynn responded that students can currently count the course for both requirements. She was unaware that this was a question that the General Education Review Committee was considering. Parliamentarian Kaul stated that his department has a course that can be counted as meeting three requirements simultaneously, including Global Issues and Gen Ed, which is particularly helpful for distance education students. He asked if there is a need for students not to be able to count courses as meeting multiple requirements. Senator Allison, who serves on GERC, replied that this has been a difficult discussion within the subcommittee and the larger committee. She explained that part of the difficulty is that CGE is not CIE, so all CGE can do is interpret the information they have received from that Council. She said the question has come up, but GERC has not voted on it. She explained the University needs to decide how much it values Global Issues and Multicultural classes and whether it is important for students to have two classes or one to meet these requirements.

Senator Hironimus-Wendt asked to go on record as expressing his appreciation for the direction CGE is taking and his support for their efforts so far, including the implications of some of those directions. He thinks GERC is doing a wonderful job. He pointed out that the Gen Ed multicultural category existed prior to the FLGI requirement. Senator Hironimus-Wendt recalled that he was on Faculty Senate when FLGI was created and does not remember any conversations about double dipping. He explained that some wanted a foreign language requirement, and the global issues piece was added to appease those that opposed such a requirement. He thinks that FLGI and Multicultural were seen as two different requirements when they were created, and the spirit was that the two would not double dip. Senator Boynton pointed out that General Education courses can also be counted toward students' majors, so double dipping of Gen Ed occurs all the time. Senator Hironimus-Wendt stated that FLGI has created an enormous proliferation of courses – 34 programs with 64 courses to meet the requirement. He reiterated that the spirit was not to double dip. Senator Boynton asked why General Education Global Issues (GEGI) courses are offered if Gen Ed credit is not available for them.

Senator Hironimus-Wendt asserted that Multicultural courses are about diversity within a culture while GI courses involve global exposure to a culture. Senator Boynton countered that the Multicultural Gen Ed category was always global and was formerly, in fact, called Multicultural/Cross-Cultural. Senator Allison sees this as being similar to being unable to count one Gen Ed course in two categories. She related that there is an ongoing debate within GERC as to what is meant by multicultural – whether it is within one nation-state or global – and no consensus has been reached. Senator Boynton pointed out that Multicultural in the undergraduate catalog is defined as referring to “diversity in the United States and of the larger world as a complex network of interdependent societies, cultures, histories, and world views.” Senator Rahman related that she was told when she was hired in 2002 that Multicultural Gen Ed refers to within the United States and Global Issues was outside the U.S., but some courses have both characteristics and are approved by Faculty Senate as both multicultural and international.

Chairperson Rock asked that Dr. Holz keep Faculty Senate informed as they continue to work through these issues. He stressed that Faculty Senate wants GERC to do a complete and thorough job.

**NO OBJECTIONS**

E. Council for Instructional Technology (CIT)  
(Justin Ehrlich, Chair, 2017-2018)

1. Annual Report (George Mangalaraj, Chair, 2016-2017)

Dr. Mangalaraj reported that CIT met eight times, visited various technology service providers on campus, such as the interactive multimedia lab, and provided feedback on technology-related issues, such as the Instructional Technology Strategic Plan. In April, CIT was given the charge to evaluate scantron options and will be continuing its consideration of this issue this year.

Chairperson Rock asked if Dr. Mangalaraj could speak to the student technology survey. Dr. Mangalaraj responded that CIT was charged to re-evaluate the technology usage of students since the last time the survey was conducted was 2010. He added that the former survey was revised and will be administered in 2017-18. It will ask students about their knowledge of various technologies and what kinds of technologies they use, to include hardware, software, and personal usage, such as social media.

Senator Hironimus-Wendt stated that he commends the work of the Council and hopes that the survey will include a question that assesses students' access to technology because he has learned in conversations with students that some come to WIU without smart phones or laptops. The senator would like to find out how many students come to WIU having to depend on labs for their technology needs.

**NO OBJECTIONS**

F. Council on Intercollegiate Athletics (CIA)  
(Patricia Eathington, Chair, 2017-2018)

1. Annual Report (Tammy Bories, Chair, 2016-2017)

CIA met once in the fall and once in the spring to approve athletic schedules according to established guidelines. Dr. Bories stated that some sports schedules exceeded the limits for number of MWF or TTH days missed, and CIA discussed how to correct those issues. She added that all of the schedules exceeding the guidelines were as a result of conference requirements. CIA discussed how to work with travel arrangements to make sure that as few classes are missed each term as possible.

Senator Hironimus-Wendt observed that the golf and football teams currently have six scheduled MWF absences. He believes there is still work to be done to address the fact that some sports still miss six MWF classes regularly, and he feels compelled to continue to point this out.

Chairperson Rock asked what SWA stands for in the title of Danielle Surprenaut, Senior Associate Director for Internal Operations/SWA. NCAA Faculty Athletics Representative Tom Cody replied that this stands for Senior Women's Administrator.

Senator Boynton commended Athletics on the GPA of student-athletes. The overall fall 2016 GPA for student-athletes was 3.16, above the University average of 3.04, and 34 student-athletes (10%) had a 4.0 GPA, with 231 (68%) achieving a GPA of 3.0 or higher. Senator Boynton asked if information is available regarding how many athletes were below a 2.0 cumulative GPA. Dr. Bories responded that this is not information that CIA has requested. Athletics Director Matt Tanney added that the number would be very small due to NCAA eligibility requirements. Senator Boynton asked if Athletics has a sense of how many student-athletes fell below a 2.0 and had to be booted off their teams. Dr. Tanney responded that he could pull together that data but reiterated that it will be a very small number.

## NO OBJECTIONS

### G. Council for International Education (CIE) (Davison Bideshi, Interim Chair, 2017-2018)

#### 1. Annual Report (Chandra Amaravadi, Chair, 2016-2017)

Chairperson Rock stated that there are some issues regarding CIE policies and procedures and how they review GI classes that the Executive Committee will be considering in the near future. Last year the Executive Committee shared with CIE how the WID Committee conducts its reviews and expects that CIE will develop a similar process. Five Global Issues courses are scheduled for review in 2017-18. The CIE report also included a summary of its discussion of the relationship between GI and Multicultural courses, and the results were reported back to CGE.

## NO OBJECTIONS

### H. Writing Instruction in the Disciplines (WID) Committee (Munia Cabal-Jimenez, Chair, 2017-2018)

#### 1. Annual Report (Munia Cabal-Jimenez, Chair, 2016-2017)

Dr. Cabal-Jimenez reported that the main job for the WID Committee last year was review of existing WID classes. She stated that previously chairs were invited to meet with the WID Committee at the end of the review process, but now the Committee is inviting chairs and WID faculty to attend when their courses are reviewed. According to the annual report, "This proved to be a faster and more accurate way to provide feedback; it also made it possible for the departments to have important exchanges and better understanding of the different ways, according to specialty, that the WID guidelines could be achieved." The WID Committee reviewed 18 classes this year; they are finished reviewing Arts and Sciences and now ready to begin their review of Fine Arts and Communication.

The WID Committee would like to develop a WID Anthology but is stalled by the fact that very few submissions of exemplary writing are received each year, and those that are submitted usually come from the Department of English. Additionally, no research can be submitted without an appropriately completed IRB form. According to the WID annual report, "...while the concept of an annual anthology displaying the writing talents of our students is of the utmost importance, the reality is that the confusion and demands cogent with completing the IRB have resulted in little, if any, positive results."

## NO OBJECTIONS

### I. Senate Nominating Committee (SNC) (Ginny Boynton, Chair, 2017-2018)

#### 1. Annual Report (Ginny Boynton, Chair, 2016-2017)

The Committee made 127 faculty nominations for positions on Senate and University councils and committees last year, 30 more than the previous year. Of that number 77 nominations were made in April for vacancies occurring in fall 2017. Of the 127, 65 nominations were men, 58 were women, and four were other (a new response choice for the 2017 survey). There were 119 responses to the spring 2017 survey, compared to 141 in spring 2016 and 114 in spring 2015. Twelve Unit B faculty responded to the survey, and seven of those were nominated to fill fall 2017 vacancies.

#### 2. Nominations to Fill Vacancies

## SENATE COUNCILS AND COMMITTEES:

### Council on Admission, Graduation, and Academic Standards

Dave Hunter, Engineering Technology	replacing	Mark Bernards	B&T	Fall 17 only
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### Council on Curricular Programs and Instruction

Bob Intrieri, Psychology	replacing	Patrick McGinty	A&S	Fall 17 only
Sebastian Szyjka, Curriculum & Instr	replacing	Minsun Doh	E&HS	Fall 17 only

### Council on Intercollegiate Athletics

Jason Franken, Agriculture	replacing	Larry Andrew	B&T	2018
Jeremy Robinett, RPTA	replacing	Renee Polubinsky	E&HS	2020

### Council for International Education

John Stierman, University Libraries	replacing	Christina Norton	Library	2020
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### Writing Instruction in the Disciplines (WID) Committee

Katherine Perone, Hlth Sci/Soc Wrk	replacing	Carmen Keist	E&HS	2020
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## UNIVERSITY COUNCILS AND COMMITTEES:

### Benefits Committee

Jongnam Choi, Geography	replacing	Jeff Hancks	At-large	2019
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### Committee on FYE Classes

Sarah Schoper, Educational Studies	replacing	Janet Wigglesworth	E&HS	2019
Edmund Asare, Foreign Lang/Lit	replacing	Darcy Plymire	At-large	2019
Doug LaFountain, Math/Philosophy	replacing	Zheng Li	At-large	Fall 17 only

### Honors Council

Douglas Lafontaine, Math/Philosophy	replacing	Kristine Kelly	A&S	2018
Chris Kovacs, Kinesiology	replacing	Carmen Keist	E&HS	2018
Linda Zellmer, University Libraries	replacing	Mahrya Carncross	Library	2018

### Internet Technology Advisory Committee

Sean Cordes, University Libraries	replacing	Mahrya Carncross	Library	2018
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### Technology Security Committee

Justin Ehrlich, Computer Sciences	replacing	Seongchan Kim	B&T	Fall 17 only
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### University Technology Advisory Group

Leaunda Hemphill, Engineering Tech	replacing	Larry Andrew	B&T	2018
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There were no further nominations, and the slate of candidates was declared elected.

IV. Old Business – None

V. New Business

A. Election of Senator to Serve on Provost's Advisory Council (one senator to serve two-year term)

Interim Provost Neumann told senators that the Council has been in place for many years and is made up from individuals across the campus, not just from Academic Affairs; representatives from Facilities Management and Student Services, for example, participate in the Council. Interim Provost Neumann gets a lot of good feedback and suggestions from the Council, which meets one to two times every semester.

Senators Tarrant, Czechowski, and Roberts volunteered to serve on the Council. Nominees gave a brief statement as to why they wished to serve. Paper ballots were distributed, and Senator Roberts was elected to serve a two-year term.

- B. Election of Committee on Provost and Presidential Performance (CPPP)  
(five senators, to include one Executive Committee member)

Senator McIlvaine-Newsad volunteered to represent the Executive Committee. Senators Hironimus-Wendt and Sajewski volunteered to serve. Senator Tasdan was nominated by Senator Boynton and accepted the nomination. No other senators volunteered to serve on the Committee, so this item will return to the agenda under Old Business on September 12 to get one more volunteer.

- C. Election of Members to Ad Hoc Budget Transparency Committee  
(at least four senators, to include one Executive Committee member)

Senator Czechowski volunteered to represent the Executive Committee. Senators Perabo, Macchi, and Allison also volunteered to serve. The ad hoc committee will decide if the Faculty Senate should establish a permanent Budget Transparency Committee and will return to the Senate with their recommendation at the first meeting of the spring semester.

**Motion:** To adjourn (Roberts)

The Faculty Senate adjourned at 5:48 p.m.

Susan Czechowski, Faculty Senate Secretary

Annette Hamm, Faculty Senate Recording Secretary