

FACULTY SENATE MEETING
Mississippi/Illinois Room
February 6, 2025 – 2:30pm
APPROVED MINUTES

The regular meeting of the Faculty Senate was called to order at 2:35 pm on Thursday, February 6, 2025 in MUC Mississippi/Illinois Room by President Marcus Agustin.

Present: **President** Marcus Agustin, **President-Elect** Wei Cheah, Undrah Baasanjav, Jeff Banker, Joaquin Florido Berrocal, Kevin Cannon, Igor Crk, Jacob Del Rio, Stephen Duda, Jennifer Erwin, Carole Frick, Isabel Gay, Keith Hecht, Mary Kaemmerer, Tim Kalinowski, Susan Kooiman, Erik Krag, Joshua Kryah, Soondo Kweon, Ram Madupalli, Mary Macharia, Didi Martinez, Cassandra Maynard, Shannon McCarragher, Mark McKenney, Lynne Miller, Steve Morrese, Sorin Nastasia, Barbara Nwacha, Bhargav Patel, Jodi Patton-Jordan, Jon Pettibone, Mary Anne Pettit, Marion Prats, Beidi Qiang, Mark Ruscin, Jeffrey Sabby (ex officio), Nicola Schmidt, Dan Segrist, Kamran Shavezipur, Chrissy Simmons, J.T. Snipes, Erik Alexander for Jason Stacy, Jason Swagler, Rebecca Swartz, Gloria Sweida, Ralph Tayeh, Melissa Thomeczek, Kevin Tucker, Cinnamon VanPutte, Suranjan Weeraratne, Chin-Chuan Wei, Andrew Wesemann, Sue Wiediger, Amy Winn, Duff Wrobbel, James Wulfson

Absent: Leah Baecht, Marie Klopfenstein, Sungho Kim, Ken Rawson, Laurie Rice (ex officio), David Sherrill, Bernadette Sobczak, Carrie Vogler

Guests: Denise Cobb, Elza Ibroscheva

Consideration of Minutes:

The December 5, 2024 meeting minutes were approved as written.

Public Comment:

None.

Announcements:

- 2025 SIU System Faculty Collaboration Award – deadline is April 18, 2025 (<https://www.surveymonkey.com/r/VHRVYP3>)
- Continuous Improvement Conference – February 14, 2025; 8am-12pm; Mississippi-Illinois Room
AI on Campus: Policy, Potential, and Pedagogy

Action Items:

- A. Changes to Curriculum Council Operating Papers – Amy Winn gave a second read of the proposed changes to the Curriculum Council Operating Papers. Tim Kalinowski proposed an amendment in section V.F.2 regarding the Committee on Assessment. The proposed amendment reads: “The Committee on Assessment shall be constituted of eight faculty members, one of whom will be a liaison from the Curriculum Council; two undergraduate students, and one representative from each of the following: the Office of Institutional Research, the Director of Assessment, the Associate Provost for Academic Planning, Assessment, and Accreditation, Learning Support Services, Library and Information Services (**which must be a faculty member**), Antiracism, Diversity Equity and Inclusion, and the Academic Deans.” The proposed

amendment was seconded and approved by Faculty Senate by acclamation. The amended changes (along with the amendment) were approved by the Faculty Senate by acclamation.

- B. Changes to Policy 1Q8 (Implementation and Administrative Responsibility Policy) – Amy Winn gave a second read of the proposed changes to the Policy. These proposed changes were approved by the Faculty Senate by acclamation.

Unfinished Business:

- A. Update on Approval to Changes to Teaching Excellence Award Committee Operating Papers
- B. Update on Approval to Changes to Policies 111 and 115 and Elimination of Policy 112 – approved by Chancellor Minor on December 18, 2024

New Business:

- A. Changes to Governance Council Operating Papers – Tim Kalinowski gave a first read of the proposed changes to the Governance Council Operating Papers.
- B. Faculty Senate President-Elect Elections – Marcus announced that as of now, there is only one candidate for Faculty Senate President-Elect, Sue Wiediger. Faculty Senate approved Sue’s initial nomination by acclamation. Marcus and Wai will work with ITS to send out a ballot to senators to vote on President-Elect, with Sue Wiediger being the sole nominee.

Guests:

Associate Provost Elza Ibroscheva provided an update on the HLC Accreditation Reaffirmation. The visit is on March 31 – April 1, and faculty are strongly encouraged to be on campus those days. Dr. Ibroscheva spoke about the members of the HLC Peer Review, the Assurance Argument, members of the internal teams—Federal Compliance, Editorial Review, Assurance System Coordinator, and Assumed Practices, and, finally, what we should expect during and after the visit.

Provost Denise Cobb provided a presentation to Faculty Senate regarding Program Prioritization. The presentation established the process in which the Program Prioritization will be considered and gave historical points in which this was nearly done a decade ago. In 2015-16, Interim Chancellor Steve Hansen formed an ad-hoc University Congress to address critical questions including how SIUE should prioritize its academic programs. SIUE’s goals at the time were to identify opportunities for investment, strengthen and enhance our academic infrastructure, and meet demand and innovate within the curriculum to grow enrollment. Provost Cobb spoke about the headcount enrollment and full-time instructional faculty between 2013-2024 as a point in why Program Prioritization should be taken now.

Reports from Standing Committees:

IBHE Faculty Advisory Council: see attached report.

Reports from Council Chairs:

Faculty Development Council: see attached report.

Governance Council: see attached report.

Welfare & Adjudication Council: see attached report.

President: see attached report.

Adjournment:

The meeting adjourned at 4:13 pm.

Submitted by Michael Tadlock-Jackson, University Governance



Southern Illinois University System



2025 SIU System Faculty Collaboration Award

Now Accepting Nominations and Applications for the 2025 SIU System Faculty Collaboration Award

The Faculty Advisory Committee for the SIU System (FACSS) is now accepting applications for the 2025 SIU System Faculty Collaboration Award. This is an annual award to recognize faculty for impactful collaborative endeavors between SIU System institutions (SIUE, SIUC, and their affiliated entities) in the areas of teaching; and/or scholarship and creative activities; and/or service; and/or antiracism, diversity, equity and inclusion (ADEI). This award has been created to foster continued collaborations among faculty members between SIU System institutions in support of the SIU System's vision and mission.

The award will be presented at the September SIU Board of Trustees Meeting. Each team member will receive an award plaque and \$1,000 cash prize (monetary award will be equally divided among team members - routed through the payroll system).

The application deadline is **April 18, 2025**. To apply for the award please complete the following application by clicking the following link: <https://www.surveymonkey.com/r/VHRVYP3> or by using the QR code below.

The award criteria and eligibility is available on the SIU System VPAIPP webpage at the following link: <https://siusystem.edu/innovation-planning-partnerships/CriteriaSIUSystemCollaborationAward2025.pdf>.

Inquiries about the award can be directed to Gireesh Gupchup, VP for SIU System Academic Innovation, Planning and Partnerships at gireesh.gupchup@siu.edu or Julie Lindsey at 618-453-1837 or julie.lindsey@siu.edu.





Southern Illinois University System



**2025 SIU System Faculty
Collaboration Award**

Faculty Senate

Undergraduate Curriculum Council

Curriculum Council Operating Papers

I. Membership

The membership of the Curriculum Council will be determined in accord with the Constitution and Bylaws of the Faculty Senate (Bylaws VI, Section C.).

A. The Curriculum Council shall have representation distributed as follows:

1. Faculty Representation: The Executive Committee shall appoint to the Council a minimum of nine to twelve faculty (as defined by the Faculty Senate) representatives from among those elected by academic units. Terms of office shall be for one year, with annual reappointment by the Executive Committee.
2. Student Representation: Two students shall be appointed to the Council by the Student Senate for annual terms. Students must qualify for membership in the Student Senate. These representatives shall be voting members of the Council.
3. The following shall be ex-officio, voting members of the Council: the Vice Chancellor for Enrollment Management, the University Registrar, the Director of Educational Outreach, the Director of Academic Advising, the Director of Learning Support Services, the Director of Assessment, the Director of General Education or their designated representatives, and the Chair of the General Education Committee. The following shall be ex-officio, non-voting member of the Council: Director of the Honors Program.

II. Officers

A. The Chairperson of the Curriculum Council for the coming year shall be appointed by the Faculty Senate Past-President, President, and President-Elect in accord with Faculty Senate Bylaws V, Section B. This appointment shall be submitted to the Faculty Senate for approval at the May meeting.

B. The Chairperson of the Curriculum Council shall have the following duties and responsibilities:

1. Convene and facilitate regular meetings of the Council
2. Appoint Chairs of the Academic Standards and Policies Committee; Undergraduate Courses Committee; Undergraduate Programs Committee; and ad hoc Committees with Council approval; appoint a Secretary of the Council and other officers, with approval of the Council.

3. With the Chair of the General Education Committee, identify and present to the Curriculum Council membership recommendations for this Committee.
4. Serve as member of the Faculty Senate Executive Committee.
5. Serve as liaison for the Council to the University Governance Office, for purposes of: monitoring the progress of course/program change requests through the review and approval process; maintaining up to date Curriculum Council minutes and other documents on-line.
6. Attend and report regularly to the Faculty Senate on the work of the Council, including any items needing Senate review and/or action.
7. Maintain Curriculum Council records of course/program approval actions; amendments to Operating Papers; and other actions of Curriculum Council Committees.
8. Provide leadership to the Council in matters relevant to the Council's charge, consistent with the Council's powers and functions, described in Section III of the Curriculum Council Operating Papers.

C. The Secretary of the Council shall take minutes at all meetings of the Council and submit these minutes to the Chairperson for review.

III. Powers and Functions

A. The powers and functions of the Curriculum Council are those established by the Constitution and Bylaws of the Faculty Senate (Bylaws V, Section G). The Curriculum Council is responsible to the Faculty Senate for formulating and recommending policy on undergraduate curriculum (instructional programs, courses of study, definitions of certificates, diplomas, degrees, student entrance, retention and exit), for formulating and reviewing undergraduate curricular policy proposals, for reviewing the administration of all undergraduate curricular matters, and for conducting undergraduate program reviews. "Undergraduate" shall be defined as including both dental and continuing education students.

B. Illustrative of the matters within the jurisdiction of the Curriculum Council are the following:

1. Recommending policy on requirements for entrance, retention, and graduation for undergraduates.
2. Recommending policy on requirements for undergraduate majors and minors.
3. Recommending policy on adopting new programs or eliminating existing programs.
4. Recommending policy on grading students.
5. Recommending policy on accepting credit from other institutions or testing programs.
6. Recommending policy on advising undergraduates.
7. Recommending policy concerning the special problems that may arise with regard to teaching undergraduates at centers other than the main campus.
8. Maintaining a continuing review and evaluation of Continuing Education programs.

9. Maintaining a continuing review and evaluation of undergraduate programs and courses. The Curriculum Council shall review each program review committee's report. Once a committee report has been approved, the Council shall evaluate whether the program is in good standing, is flagged for priority review, or should have its enrollment suspended. A program is flagged for priority review when it has substantial areas of concern. The priority review will occur in a time and manner as determined by Illinois Board of Higher Education regulations. If the priority review does not show substantial improvement in the program, the Curriculum Council, in consultation with the Provost, can suspend enrollment.

10. Recommending policy regarding the University's Assessment Plan.

11. Participating in the selection of the Director of Assessment when a vacancy occurs and when the term of office of the incumbent Director is expiring.

12. Participating in the selection of the Director of General Education when a vacancy occurs and when the term of office of the incumbent Director is expiring.

IV. Meetings

A. The Curriculum Council shall normally meet the third Thursday of each month at 2:30 p.m. Special meetings will be called by the chairperson when deemed necessary.

B. A quorum shall consist of the physical presence of at least half of the total number of voting members of Curriculum Council. Members of the Curriculum Council who wish to remotely attend Council meetings (e.g., by telephone or electronically) can only do so in a manner consistent with the Illinois Open Meetings Act, and with consent of the Chairperson.

C. Agenda of Meetings

1. The chairperson shall prepare the agenda of meetings.

2. Council members may place items on the agenda by request to the chairperson.

3. Notice of the time, place and agenda of all meetings of the Council shall be delivered to all members of the Council, and in compliance with the Illinois Open Meetings Act, made available to the public at least 48 hours in advance of the meeting.

4. A maximum of 15 minutes shall be allotted at the end of the meeting for public comment. No individual speaker shall be allowed to speak for more than 5 minutes.

V. Standing Committees and Operations

A. Undergraduate Programs Committee (UPC)

1. The Chairperson of the Undergraduate Programs Committee shall be appointed from among the members of the Council by the Council Chairperson with the approval of a majority of the Council. The term of office shall be one year; the same chairperson may not serve more than three successive terms.

2. The Chairperson of the Undergraduate Programs Committee shall appoint at least five additional members to the Committee, ensuring a simple majority of faculty is always present.. These appointments shall be approved by a majority of the Council. The term of Committee members shall be one year; they may succeed themselves, but cannot hold more than three consecutive terms. However, a representative of the Registrar's Office shall serve as an on-going ex officio member.

3. The Undergraduate Programs Committee has the responsibility to review proposals for modifications, additions or terminations of programs. The Committee shall forward such proposals to the Council, recommending either approval or disapproval. All proposals for changes in programs approved by the Council shall be forwarded to the Faculty Senate Executive Committee as policy recommendations.

4. The Undergraduate Programs Committee shall meet at the call of the Committee Chairperson.

5. Procedure of the Undergraduate Programs Committee shall be as follows:

a. University proposals related to curriculum changes that come to the Undergraduate Programs Committee shall be divided by the Chairperson into the following three classes:

(1) Class 1 - proposals for program modification that involve only minor changes such as wording of program titles or program description.

(2) Class 2 - proposals that request substantive changes in programs already in existence. Substantive changes include changes in credit hours, program content, and program requirements.

(3) Class 3 - proposals that request new programs, propose elimination of existing programs, and all proposals concerning additions or modifications that seem significantly to involve more than one College or School of the University, including interdisciplinary minors whose program requirements draw from more than one College/School.

b. The various classes shall then be handled as follows:

(1) Class 1 - The Committee Chairperson may approve them, or submit them to the Undergraduate Programs Committee for action.

(2) Class 2 - The Committee Chairperson may use campus mail, e-mail, and/or telephone conversations to determine whether a majority of the Committee approves the proposal in question, or submit such proposals at a meeting of the Undergraduate Programs Committee.

(3) Class 3 - The Committee Chairperson must submit such proposals to the Undergraduate Programs Committee at a meeting open to all University students, staff, and faculty. Whenever such a proposal is to be considered by the Undergraduate Programs Committee, the Chairperson shall give advance notice to Chairpersons of those departments whose proposals are to be considered.

6. Proposals that concern the addition of undergraduate programs shall be routed as follows:

a. Originated by the individual faculty members who desire to offer the program;

b. Approved by the Curriculum Committee of the Department;

c. Approved by the Curriculum Committee of the College or School;

- d. Reviewed and approved by the Undergraduate Programs Committee of the Curriculum Council, as appropriate;
- e. Reported to the Curriculum Council;
- f. Reported to the Faculty Senate;
- g. Forwarded to the Office of the Provost to be reviewed for conformance to institutional priorities and mission.

7. Justification for new programs: The proposal for each new program shall include the Form 92 and the New Program Request Form (required format for submission to Illinois Board of Higher Education) with statements providing rationale for the program, evidence of communication with other Departments, Colleges, or Schools that might be interested in the program, and evidence of collation or consultation with any other Colleges or Schools with which the program subject matter overlaps.

8. Proposals that concern the modification or termination of undergraduate programs shall be routed as follows:

- a. Originated by the individual faculty members or department concerned;
- b. Approved by the Curriculum Committee of the Department;
- c. Approved by the Curriculum Committee of the College or School;
- d. Reviewed and approved by the Undergraduate Programs Committee of the Curriculum Council, as appropriate;
- e. Reported to the Curriculum Council;
- f. Reported to the Faculty Senate;
- g. Forwarded to the Office of the Provost for further review.

9. Justification for modified or terminated program: The proposal for each modified or terminated program should include the proper form, a Reasonable and Moderate Extension (RME) if necessary, a description of the program as modified, a listing of all changes, a list of associated Forms 90, and a rationale for the changes.

B. Undergraduate Courses Committee (UCC)

1. The Chairperson of the Undergraduate Courses Committee shall be appointed from the Council members by the Council Chairperson with the approval of a majority of the Council. The term of office shall be one year; the same chairperson may not serve more than three successive terms.
2. The Chairperson of the Undergraduate Courses Committee shall appoint at least five additional members to the Committee,, ensuring a simple majority of faculty is always present... Appointed faculty members need not be on the Curriculum Council. These appointments shall be approved by a majority of the Council. The term of Committee members shall be one year; they may succeed themselves, but cannot hold more than three consecutive terms. However, a representative of the Registrar's Office shall serve as an on-going ex officio member.

3. The Undergraduate Courses Committee has the responsibility to review proposals for revision, additions, and terminations of undergraduate courses. The Committee shall act on these matters with the approval of the Curriculum Council, and call to the attention of the Council any proposed changes.
4. The Undergraduate Courses Committee shall meet at the call of the Committee Chair.
5. Procedures of the Undergraduate Courses Committee shall be as follows:
 - a. The primary responsibility of the Undergraduate Courses Committee is to review proposals for new courses (Form 90A) or experimental courses.
 - (1) Major modifications to courses (Form 90C), which require Undergraduate Courses Committee approval, include major change in course description, level of instruction, change in pre-or co- requisites, cross-listed course status, or other modifications that the Undergraduate Courses Committee Chair determines substantially change the course.
 - (2) Modifications to courses (Form 90C) that impact the status of the course with respect to the General Education requirements shall be forwarded to the General Education Committee.
 - (4) Modifications to courses (Form 90C) that impact a department's senior assignment shall be forwarded to the Committee on Assessment.
 - (5) Elimination of courses (Form 90B) requires consideration by the Undergraduate Courses Committee.
 - (6) Proposals to teach existing courses in the on-line format (Form 94) do not require consideration by the Curriculum Council or the Undergraduate Courses Committee.
 - b. The Committee Chairperson may call a meeting or may use campus mail, email, and/or telephone conversations to determine whether a majority of the committee approves the proposal in question.
6. Proposals that concern the addition, modification, or elimination of undergraduate courses shall be routed as follows:
 - a. Originated by the individual faculty members or department concerned;
 - b. Approved by the Curriculum Committee of the Department;
 - c. Approved by the Curriculum Committee of the College or School;
 - d. Reviewed and approved by the Undergraduate Courses Committee of the Curriculum Council, as appropriate;
 - e. Reported to the Curriculum Council;
 - f. Reported to the Faculty Senate;
 - g. Forwarded to the Office of the Provost for further review.
7. Justification for new courses:

- a. The application for each new course shall include the Form 90A, a syllabus for the course, a short statement concerning the need for the course, evidence of communication with members of any other departments who might be interested in the course, and evidence of collation or consultation, if the course is cross-listed or if the subject matter is similar to, or possibly overlaps, that of another discipline.
- b. Applications for course modifications require only the Form 90C, a syllabus for the course, and a brief statement justifying the change.
- c. Applications to change an experimental course to a regular course must be accompanied by a brief statement concerning the success of the course and a description of the process used to evaluate it.

C. The General Education Committee

1. The voting members of the Committee shall be as follows: Nine faculty members, four from CAS, one from each of the other schools with a baccalaureate program, and one faculty member from Library and Information Services (staggered three-year terms). Two undergraduate students (one-year term), appointed by the Student Senate. The Director of General Education (or designated representative).
2. The non-voting members of the Committee (with indefinite terms) shall be as follows: the Provost and Vice Chancellor for Academic Affairs (or delegated representative), the Director of Academic Advising (or delegated representative), the University Registrar (or delegated representative), the Director of Assessment (or delegated representative), the Associate Dean of CAS in charge of scheduling.
3. The method of selection of the faculty members of the Committee shall be as follows:
 - a. During the Spring term, the Dean of each School or College will appoint the required number of members and alternates.
 - b. The candidates shall be presented for confirmation by the Curriculum Council and the Senate at their April meetings.
 - c. For all faculty members, service on General Education Committee is for a three-year term commencing August 15th. Vacancies created in the middle of a term by resignation or inability to serve shall be filled by appointment of one of the designated alternates of the General Education Committee by the Chair of the General Education Committee until the following Spring Semester, at which time the vacancy shall be filled according to the procedure in 3. a.
4. During the Spring term, a voting member on the General Education Committee shall be designated Chair by the President of the Faculty Senate and the Chair of the Curriculum Council (whose terms begin in April of that Spring term). This selection shall be presented for confirmation by the Curriculum Council and the Senate at the same time as the slate of proposed new members of the General Education Committee. The Chair shall serve for one year and may succeed him/herself twice.
5. In meetings of the General Education Committee, the Chair shall only vote in case of a tie. The responsibilities of the Chair shall be as follows:
 - a. To serve as the official representative of General Education Committee as a voting member of the Curriculum Council;

b. To call meetings of the Committee (at least once per term) for the timely consideration of such matters as shall have been submitted to it;

c. To enact the Committee's oversight (see below) of the General Education Program;

6. A Secretary of the General Education Committee shall be appointed by the Chair from among the membership of the General Education Committee. The secretary shall serve for one year, and shall have the following responsibilities:

a. To keep accurate minutes of all meetings of the General Education Committee;

b. To assist the Governance Office in the maintenance of the records of the General Education Committee's activities.

7. The General Education Committee shall meet at the call of its Chairperson. A quorum of the Committee shall be six (6)-voting members, including the Chairperson.

8. The General Education Committee bears the primary responsibility for maintaining and developing the General Education Program at Southern Illinois University Edwardsville. Its responsibilities include the following:

a. To review proposals for additions, terminations, and modification of all general education courses and requirements.

b. To review proposed modifications in the General Education program and/or requirements, and to recommend them as appropriate.

c. To advise the Director of General Education concerning scheduling and content of General Education courses, and to recommend changes in the scheduling or content of courses where appropriate.

d. To advise the Director of General Education about the need for additional courses.

e. To consider requests from students concerning general education requirements.

f. To consider any other matters that the General Education Committee believes essential to the continued success of General Education at the University, and to recommend appropriate actions.

g. To place any General Education course or requirements that the General Education Committee deems deficient in satisfying the goals established for the relevant General Education components on probationary status for one year. If the department or unit is unable to make satisfactory amendments to the course, project, or activity, the General Education Committee, in consultation with the Provost and Director of General Education, has the authority to remove the course, project, or activity from the General Education Program.

9. All decisions of the General Education Committee are subject to review and approval by the Curriculum Council.

10. Procedures of the General Education Committee shall be as follows:

a. All proposals for the addition of general education courses shall be circulated to members one week prior to the meeting at which it is considered.

b. Representatives of the proposing Department(s), College or School(s) shall be invited to meet with the General Education Committee during the discussion portion of deliberations relating to their proposal and respond to proposed modifications.

11. Requests to propose, modify, or delete general education courses shall be routed in the following sequence:

- a. Originated by the individual faculty members who desire to teach the course (or by departments in cases where the General Education Committee has requested the course);
- b. Approved by the Curriculum Committee(s) of the Department(s) involved;
- c. Approved by the Curriculum Committee(s) of the College or School(s) involved;
- d. Reviewed and approved by the General Education Committee, as appropriate (IS courses cannot be considered by the General Education Committee until the course is approved by at least two different departments within the College of Arts and Sciences, by CAS and one other School, or by two different Schools);
- e. Reported to the Curriculum Council;
- f. Reported to the Faculty Senate;
- g. Forwarded to the Office of the Provost for further review.

12. The General Education Committee shall have responsibility for the continuing review of the General Education program. Responsibilities include:

- a. To begin a continuous review of the General Education program starting three years after students matriculate under any requirement of the new General Education program approved by the Faculty Senate in 2007-2008. The review shall be done annually in such a way that it is completed at the end of five years, when the review process shall begin again.
- b. To review, in a manner determined by the Curriculum Council, the General Education program on an annual basis, with "Foundations" courses to be reviewed in the first year, "Breadth" courses in the second and third years, and "Interdisciplinary Studies" courses along with other general education requirements in the fourth year. The fifth year in the cycle shall be devoted to reviewing the entire program from a holistic and comprehensive perspective. Each year, the Committee may be augmented with additional members as needed to help with the review. These members shall be eligible to vote on Committee decisions and will serve one-year terms. They may succeed themselves, but cannot hold more than three consecutive terms.
- c. To place all courses that are not re-approved in the General Education Committee's annual review on probationary status. Departments will have one year to address satisfactorily the Committee's concerns; otherwise, such courses will be removed from the lists of courses approved for General Education credit.
- d. To prepare materials in support of both the annual review of undergraduate education reported through the Resource Allocation and Management Program (RAMP) process and any special reviews of General Education that the University shall undertake.

e. To participate with the Office of Institutional Research and Studies in any regular inventories it conducts that shall result in data pertinent to the evaluation of the General Education Program.

D. Academic Standards and Policies Committee

1. The Chairperson of the Academic Standards and Policies Committee shall be appointed from the Council members by the Council Chairperson with the approval of the majority of the Council. The term of office shall be for one year; Chairpersons may succeed themselves, but cannot serve more than three successive terms.
2. The Chairperson of Academic Standards and Policies Committee shall appoint at least three additional members to the Committee, ensuring a simple majority of faculty is always present.... These appointments shall be approved by a majority of the Council. The term of office shall be one year; the same member may not serve more than three successive terms. However, a representative of the Registrar's Office shall serve as an on-going ex officio member.
3. The Chairperson of the Academic Standards and Policies Committee shall serve as a liaison to other committees within the University, which deal with academic standards and policies (for example, Graduate Council, Special Task Forces, Textbook Services Advisory Committee).
4. The Academic Standards and Policies Committee has the following responsibilities: to review existing standards and policies (such as grading, suspension, admission, adding and dropping classes); to recommend changes in existing standards and policies for the purpose of improving the quality of instruction.

E. Graduation Appeals Committee (GA)

1. A member of the University Registrar's staff shall serve as the non-voting Chairperson of the Graduation Appeals Committee.
2. In addition to the Chairperson, the Committee shall include three members of the faculty appointed annually by the Committee Chairperson and approved by the Curriculum Council. Committee members may succeed themselves, but may not serve for more than three consecutive terms.
3. For liaison purposes, a member of the Curriculum Council shall be appointed by the Chair of the Curriculum Council to serve as a non-voting member of the Graduation Appeals Committee. This appointment is for three years; reappointment is permitted.
4. The Graduation Appeals Committee shall hear appeals from undergraduate students who seek exceptions to the University general graduation requirements in order to graduate, and shall render decisions in such cases.
5. The Graduation Appeals Committee shall report to the Curriculum Council annually, via the Curriculum Council liaison.

F. Director of Assessment

1. The Director of Assessment shall be selected and approved by the Provost, only from among those names submitted by a Search Advisory Committee. The Search Advisory Committee shall consist of five faculty members, including the Committee Chairperson, appointed by the Curriculum Council in consultation with the Provost. The Search Advisory Committee shall submit the names of at least two

acceptable applicants to the Provost, or meet with the Provost if it determines that fewer than two applicants are acceptable to the Committee. The term of office of the Director of Assessment shall be three years and the Director may serve no more than three successive terms. The Director is eligible for reappointment by the Provost pending recommendation from the Curriculum Council.

2. The Director shall serve as an ad hoc member of the Curriculum Council and shall be a voting member of the Council.

3. The Director is responsible for reviewing undergraduate, graduate, and professional programs, including their courses. The Director is responsible for making recommendations to the Curriculum Council on the basis of such reviews. The Director is also responsible for assisting the Committee on Assessment in implementing the Assessment Plan.

4. Regarding the program review process, the duties of the Director shall be:

- a. Direct program review for the purpose of assessing program quality and identifying areas that need improvement.
- b. Prepare the necessary instruments for obtaining data from the program director, the faculty, current students, and recent graduates.
- c. Set the timetable and deadlines for completion of reviews.
- d. Select members for review committees.
- e. Conduct orientation meetings for program review committees.
- f. Meet with program director and faculty of departments being reviewed to discuss review process and outline steps for completing a self-study.
- g. Work closely with program directors to ensure maximum departmental involvement in the review process.
- h. Screen and hire applicants for graduate assistants and/or student workers.
- i. Supervise activities of graduate assistants and/or student workers.
- j. Serve as a liaison between reviewers and programs under review.
- k. Set up schedule for interviews of faculty and students in cooperation with the program director.
- l. Reproduce and distribute completed departmental self-studies to review committees.
- m. Direct the completion of program review reports from the review committees.
- n. Present completed reports to the Curriculum Council for approval.
- o. Submit reports to the Provost for review and action, as necessary.
- p. Serve as liaison to the Office of the Provost.
- q. Work in consultation with the Curriculum Council, the Committee on Assessment, the General Education Committee, and the Director of General Education to coordinate the assessment of the

General Education Program.

5. The Director is responsible for assisting the Committee on Assessment in implementing the SIUE Assessment Plan. The duties of the Director shall be to serve as ex-officio member of the Committee on Assessment, and to assist the Committee on Assessment in its charge.

G. Committee on Assessment

1. The functions of the Committee on Assessment include:

- a. Implementing the University Assessment Plan.
- b. Making further policy recommendations that may arise in the implementation process to the Curriculum Council.
- c. Maintaining the Assessment and Senior Assignment Programs.
- d. Approving undergraduate program assessment plans.
- e. Approving changes to undergraduate program assessment plans and/or related courses.
- f. Making recommendations to the Curriculum Council as warranted by the findings of assessment activities.
- g. Consulting with the Director of General Education, Director of Assessment, and the Office of the Provost regarding general education assessment.

2. Membership

- a. Members of the Committee on Assessment shall be appointed by the Faculty Senate in consultation with the Provost.
- b. The Committee on Assessment shall be constituted of eight faculty members, one of whom will be a liaison from the Curriculum Council; two undergraduate students, and one representative from each of the following: the Office of Institutional Research, the Director of Assessment, the Associate Provost for Academic Planning, Assessment, and Accreditation, Learning Support Services, and the Academic Deans.
- c. Appointments to the Committee shall normally be for three-year terms; reappointment is permitted for a maximum of three successive terms. All members of the Committee are voting members.
- d. The Chairperson of the Committee shall be appointed from among the Committee membership, by the Faculty Senate President in consultation with the Provost. The term of office as Chairperson shall be one year; reappointment of the same individual to additional terms is permitted indefinitely.

H. Director of General Education

1. The Director of General Education shall be selected and approved by the Provost, only from among those names submitted by a Search Advisory Committee. The Search Advisory Committee shall consist of five faculty members, including the Committee Chairperson, appointed by the Curriculum Council in

consultation with the Provost. The Search Advisory Committee shall submit the names of at least two acceptable applicants to the Provost, or meet with the Provost if it determines that fewer than two applicants are acceptable to the Committee. The term of office of the Director of General Education shall be three years and the Director may serve no more than three successive terms. The Director is eligible for reappointment by the Provost pending recommendation from the Curriculum Council.

2. The Director shall serve as a voting member of the Curriculum Council and the General Education Committee.

3. The Director has administrative responsibility for the effective functioning of the General Education program, including the First Semester Transition Course and IS courses, to ensure high quality offerings and achievement of purpose.

4. The Director shall communicate to departments the need for additional courses deemed necessary to the General Education curriculum.

5. The Director shall assist and advise the General Education Committee in their work.

6. The Director will work, in consultation with the Curriculum Council, the Committee on Assessment, the General Education Committee, and the Director of Assessment, to coordinate the assessment of the General Education program

VI. Ad Hoc Committees

The Chair of the Council may from time to time create ad hoc committees with the approval of the Council. The nature of the Committees, their duties, estimated life, and the voting status of the Chairpersons of these committees shall all be subject to approval by the Council.

VII. Amendment Recommendations

Recommended amendments to the Operating Papers may be made by two-thirds of Council members present and are subject to approval by the Faculty Senate. Previous notice of the proposed amendment(s) must have been circulated to members one week prior to the meeting at which it is considered.

Approved by the Faculty Senate May 2, 2019

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Approved by the Interim Chancellor November 20, 2015
Approved by Faculty Senate October 1, 2015 (CC#01-15/16)

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Approved by the Chancellor December 16, 2013
Approved by Faculty Senate November 7, 2013 (CC#20-13/14)
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Approved by Curriculum Council 01/20/11

Approved by Faculty Senate 03/03/11

Approved by the Chancellor 05/20/11

Curriculum Council Operating Papers

I. Membership

The membership of the Curriculum Council will be determined in accord with the Constitution and Bylaws of the Faculty Senate (Bylaws VI, Section C.).

A. The Curriculum Council shall have representation distributed as follows:

1. Faculty Representation: The Executive Committee shall appoint to the Council a minimum of nine to twelve faculty (as defined by the Faculty Senate) representatives from among those elected by academic units. Terms of office shall be for one year, with annual reappointment by the Executive Committee.
2. Student Representation: Two students shall be appointed to the Council by the Student Senate for annual terms. Students must qualify for membership in the Student Senate. These representatives shall be voting members of the Council.
3. The following shall be ex-officio, voting members of the Council: the Vice Chancellor for Enrollment Management, the University Registrar, the Director of Educational Outreach, the Director of Academic Advising, the Director of Learning Support Services, the Director of Assessment, the Director of General Education or their designated representatives, and the Chair of the General Education Committee. The following shall be ex-officio, non-voting member of the Council: Director of the Honors Program.

II. Officers

A. The Chairperson of the Curriculum Council for the coming year shall be appointed by the Faculty Senate Past-President, President, and President-Elect in accord with Faculty Senate Bylaws V, Section B. This appointment shall be submitted to the Faculty Senate for approval at the May meeting. The same chairperson may not serve more than three successive terms.

B. The Chairperson of the Curriculum Council shall have the following duties and responsibilities:

1. Convene and facilitate regular meetings of the Council
2. Appoint Chairs of the Academic Standards and Policies Committee; Undergraduate Courses Committee; Undergraduate Programs Committee; and ad hoc Committees with Council approval; appoint a Vice Chair and Secretary of the Council, with approval of the Council.
3. With the Chair of the General Education Committee, identify and present to the Curriculum Council membership recommendations for this Committee.
4. Serve as member of the Faculty Senate Executive Committee.

5. Serve as liaison for the Council to the University Governance Office, for purposes of: monitoring the progress of course/program change requests through the review and approval process; maintaining up to date Curriculum Council minutes and other documents on-line.

6. Attend and report regularly to the Faculty Senate on the work of the Council, including any items needing Senate review and/or action.

7. Maintain Curriculum Council records of course/program approval actions; amendments to Operating Papers; and other actions of Curriculum Council Committees.

8. Provide leadership to the Council in matters relevant to the Council's charge, consistent with the Council's powers and functions, described in Section III of the Curriculum Council Operating Papers.

C. The Vice Chair of the Council shall act as substitute for the Chairperson in his/her absence at Curriculum Council and Faculty Senate Executive Committee meetings and perform other duties as assigned by the Chairperson.

D. The Secretary of the Council shall take minutes at all meetings of the Council and submit these minutes to the Chairperson for review.

III. Powers and Functions

A. The powers and functions of the Curriculum Council are those established by the Constitution and Bylaws of the Faculty Senate (Bylaws V, Section G). The Curriculum Council is responsible to the Faculty Senate for formulating and recommending policy on undergraduate curriculum (instructional programs, courses of study, definitions of certificates, diplomas, degrees, student entrance, retention and exit), for reviewing existing standards and policies (such as grading, suspension, admission, adding and dropping courses) and recommending changes for the purpose of improving the quality of instruction. for formulating and reviewing undergraduate curricular policy proposals, for reviewing the administration of all undergraduate curricular matters, for conducting undergraduate program reviews. "Undergraduate" shall be defined as including continuing education.

B. Illustrative of the matters within the jurisdiction of the Curriculum Council are the following:

1. Policy on requirements for entrance, retention, and graduation for undergraduates.
2. Policy on requirements for undergraduate majors and minors.
3. Policy on adopting new programs or eliminating existing programs.
4. Policy on grading students.
5. Policy on accepting credit from other institutions or testing programs.

Commented [AW1]: to review existing standards and policies (such as grading, suspension, admission, adding and dropping classes); to recommend changes in existing standards and policies for the purpose of improving the quality of instruction.

6. Policy on advising undergraduates.
7. Policy concerning the special problems that may arise with regard to teaching undergraduates at centers other than the main campus.
8. Maintaining a continuing review and evaluation of Continuing Education programs.
9. Maintaining a continuing review and evaluation of undergraduate programs and courses. The Curriculum Council shall review each program review committee's report. Once a committee report has been approved, the Council shall evaluate whether the program is in good standing, is flagged for priority review, or should have its enrollment suspended. A program is flagged for priority review when it has substantial areas of concern. The priority review will occur in a time and manner as determined by Illinois Board of Higher Education regulations. If the priority review does not show substantial improvement in the program, the Curriculum Council, in consultation with the Provost, can suspend enrollment.
10. Policy regarding the University's Assessment Plan.
11. Participating in the selection of the Director of Assessment when a vacancy occurs and when the term of office of the incumbent Director is expiring.
12. Participating in the selection of the Director of General Education when a vacancy occurs and when the term of office of the incumbent Director is expiring.

IV. Meetings

A. The Curriculum Council shall normally meet the third Thursday of each month at 2:30 p.m. (or other agreed upon time). Special meetings will be called by the chairperson when deemed necessary.

B. A quorum shall consist of the physical presence of at least half of the total number of voting members of Curriculum Council. Members of the Curriculum Council who wish to remotely attend Council meetings (e.g., by telephone or electronically) can only do so in a manner consistent with the Illinois Open Meetings Act, and with consent of the Chairperson.

C. Agenda of Meetings

1. The chairperson shall prepare the agenda of meetings.
2. Council members may place items on the agenda by request to the chairperson.
3. Notice of the time, place and agenda of all meetings of the Council shall be delivered to all members of the Council, and in compliance with the Illinois Open Meetings Act, made available to the public at least 48 hours in advance of the meeting.
4. A maximum of 15 minutes shall be allotted at the end of the meeting for public comment. No individual speaker shall be allowed to speak for more than 5 minutes.

V. Standing Committees and Operations

A. Undergraduate Programs Committee (UPC)

1. The Chairperson of the Undergraduate Programs Committee shall be appointed from among the members of the Council by the Council Chairperson with the approval of a majority of the Council. The term of office shall be one year; the same chairperson may not serve more than three successive terms.
2. The Curriculum Council Chairperson, in consultation with the Chairperson of the Undergraduate Programs Committee shall appoint at least five additional members to the Committee, ensuring a simple majority of faculty is always present. These appointments shall be approved by a majority of the Council. The term of faculty members of the on the committee shall be one year; they may succeed themselves, but cannot hold more than three consecutive terms. A representative of the Registrar's Office shall serve as an on-going ex officio member.
3. The Undergraduate Programs Committee has the responsibility to review proposals for modifications, additions or terminations of programs. The Committee shall forward such proposals to the Council, recommending either approval or disapproval. All proposals for changes in programs approved by the Council shall be forwarded to the Faculty Senate Executive Committee as policy recommendations.
4. The Undergraduate Programs Committee shall meet at the call of the Committee Chairperson.
5. Procedure of the Undergraduate Programs Committee shall be as follows:
 - a. University proposals related to curriculum changes that come to the Undergraduate Programs Committee shall be classified into one the following three classes:
 - (1) Class 1 - proposals for program modification that involve only minor changes such as wording of program titles or program description.
 - (2) Class 2 - proposals that request substantive changes in programs already in existence. Substantive changes include changes in credit hours, program content, and program requirements.
 - (3) Class 3 - proposals that request new programs, propose elimination of existing programs, and all proposals concerning additions or modifications that seem significantly to involve more than one College or School of the University, including interdisciplinary minors whose program requirements draw from more than one College/School.
 - b. The various classes shall then be handled as follows:

(1) Class 1 - The Committee Chairperson may approve them, or submit them to the Undergraduate Programs Committee for action.

(2) Class 2 - The Committee Chairperson may use synchronous or asynchronous campus resources to determine whether a majority of the Committee approves the proposal in question, or submit such proposals at a meeting of the Undergraduate Programs Committee.

(3) Class 3 - The Committee Chairperson must submit such proposals to the Undergraduate Programs Committee at a meeting open to all University students, staff, and faculty. Whenever such a proposal is to be considered by the Undergraduate Programs Committee, the Chairperson shall give advance notice to Chairpersons of those departments whose proposals are to be considered. This meeting may be held in conjunction with a meeting of the Undergraduate Curriculum Council

6. Proposals that concern the addition of undergraduate programs shall be routed as follows:

- a. Originated by the individual faculty members who desire to offer the program;
- b. Approved by the Curriculum Committee of the Department;
- c. Approved by the Curriculum Committee of the College or School;
- d. Reviewed and approved by the Undergraduate Programs Committee of the Curriculum Council, as appropriate;
- e. Reported to the Curriculum Council;
- f. Reported to the Faculty Senate;
- g. Forwarded to the Office of the Provost to be reviewed for conformance to institutional priorities and mission.

7. Justification for new programs: The proposal for each new program shall include the Form 92 and the New Program Request Form (required format for submission to Illinois Board of Higher Education) with statements providing rationale for the program, evidence of communication with other Departments, Colleges, or Schools that might be interested in the program, and evidence of collation or consultation with any other Colleges or Schools with which the program subject matter overlaps.

8. Proposals that concern the modification or termination of undergraduate programs shall be routed as follows:

- a. Originated by the individual faculty members or department concerned;
- b. Approved by the Curriculum Committee of the Department;

- c. Approved by the Curriculum Committee of the College or School;
- d. Reviewed and approved by the Undergraduate Programs Committee of the Curriculum Council, as appropriate;
- e. Reported to the Curriculum Council;
- f. Reported to the Faculty Senate;
- g. Forwarded to the Office of the Provost for further review.

9. Justification for modified or terminated program: The proposal for each modified or terminated program should include the proper form, a Reasonable and Moderate Extension (RME) if necessary, a description of the program as modified, a listing of all changes, a list of associated Forms 90, and a rationale for the changes.

B. Undergraduate Courses Committee (UCC)

1. The Chairperson of the Undergraduate Courses Committee shall be appointed from the Council members by the Council Chairperson with the approval of a majority of the Council. The term of office shall be one year; the same chairperson may not serve more than three successive terms.
2. The Curriculum Council Chairperson, in consultation with the Chairperson of the Undergraduate Courses Committee shall appoint at least five additional members to the Committee, ensuring a simple majority of faculty is always present... Appointed faculty members need not be on the Curriculum Council. These appointments shall be approved by a majority of the Council. The term of faculty members on the committee shall be one year; they may succeed themselves. Faculty members of UCC cannot hold more than three consecutive terms. A representative of the Registrar's Office shall serve as an on-going ex officio member.
3. The Undergraduate Courses Committee has the responsibility to review proposals for revision, additions, and terminations of undergraduate courses. The Committee shall act on these matters with the approval of the Curriculum Council, and call to the attention of the Council any proposed changes.
4. The Undergraduate Courses Committee shall meet at the call of the Committee Chair.
5. Procedures of the Undergraduate Courses Committee shall be as follows:
 - a. The primary responsibility of the Undergraduate Courses Committee is to review proposals for new courses (Form 90A) or experimental courses.
 - (1) Major modifications to courses (Form 90C), which require Undergraduate Courses Committee approval, include major change in course description, level of instruction, change in pre- or co-requisites, cross-listed course status, or other

modifications that the Undergraduate Courses Committee Chair determines substantially change the course.

(2) Modifications to courses (Form 90C) that impact the status of the course with respect to the General Education requirements shall be forwarded to the General Education Committee.

(4) Modifications to courses (Form 90C) that impact a department's senior assignment shall be forwarded to the Committee on Assessment.

(5) Elimination of courses (Form 90B) requires consideration by the Undergraduate Courses Committee.

(6) Proposals to teach existing courses in the on-line format (Form 94) do not require consideration by the Curriculum Council or the Undergraduate Courses Committee.

b. The Committee Chairperson may call a meeting or may use synchronous or asynchronous campus resources to determine whether a majority of the reviewers approves the proposal in question.

6. Proposals that concern the addition, modification, or elimination of undergraduate courses shall be routed as follows:

- a. Originated by the individual faculty members or department concerned;
- b. Approved by the Curriculum Committee of the Department;
- c. Approved by the Curriculum Committee of the College or School;
- d. Reviewed and approved by the Undergraduate Courses Committee of the Curriculum Council, as appropriate;
- e. Reported to the Curriculum Council;
- f. Reported to the Faculty Senate;
- g. Forwarded to the Office of the Provost for further review.

7. Justification for new courses:

- a. The application for each new course shall include the Form 90A, a syllabus for the course, a short statement concerning the need for the course, evidence of communication with members of any other departments who might be interested in the course, and evidence of collation or consultation, if the course is cross-listed or if the subject matter is similar to, or possibly overlaps, that of another discipline.

b. Applications for course modifications require only the Form 90C, a syllabus for the course, and a brief statement justifying the change.

c. Applications to change an experimental course to a regular course must be accompanied by a brief statement concerning the success of the course and a description of the process used to evaluate it.

C. The General Education Committee

1. The voting members of the Committee shall be as follows: Nine faculty members, four from CAS, one from each of the other schools with a baccalaureate program, and one faculty member from Library and Information Services (staggered three-year terms); two undergraduate students (one-year term), appointed by the Student Senate; the Director of General Education (or designated representative); the University Registrar (or delegated representative); the Director of Academic Advising (or delegated representative).

2. The non-voting members of the Committee (with indefinite terms) shall be as follows: the Provost and Vice Chancellor for Academic Affairs (or delegated representative); the Director of Assessment (or delegated representative); the Associate Dean of CAS in charge of scheduling.

3. The method of selection of the faculty members of the Committee shall be as follows:

a. During the Spring term, the Dean of each School or College will appoint the required number of members and alternates.

b. The candidates shall be presented for confirmation by the Curriculum Council and the Senate at their April meetings.

c. For all faculty members, service on General Education Committee is for a three-year term commencing August 15th. Vacancies created in the middle of a term by resignation or inability to serve shall be filled by appointment of one of the designated alternates of the General Education Committee by the Chair of the General Education Committee until the following Spring Semester, at which time the vacancy shall be filled according to the procedure in 3. a.

4. During the Spring term, a voting member on the General Education Committee shall be designated Chair by the President of the Faculty Senate and the Chair of the Curriculum Council (whose terms begin in April of that Spring term). This selection shall be presented for confirmation by the Curriculum Council and the Senate at the same time as the slate of proposed new members of the General Education Committee. The Chair shall serve for one year and may succeed him/herself twice.

5. In meetings of the General Education Committee, the Chair shall only vote in case of a tie. The responsibilities of the Chair shall be as follows:

a. To serve as the official representative of General Education Committee as a voting member of the Curriculum Council;

b. To call meetings of the Committee (at least once per term) for the timely consideration of such matters as shall have been submitted to it;

c. To enact the Committee's oversight (see below) of the General Education Program;

6. A Secretary of the General Education Committee shall be appointed by the Chair from among the membership of the General Education Committee. The secretary shall serve for one year, and shall have the following responsibilities:

a. To keep accurate minutes of all meetings of the General Education Committee;

b. To assist the Governance Office in the maintenance of the records of the General Education Committee's activities.

7. The General Education Committee shall meet at the call of its Chairperson. A quorum of the Committee shall be six (6)-voting members, including the Chairperson.

8. The General Education Committee bears the primary responsibility for maintaining and developing the General Education Program at Southern Illinois University Edwardsville. Its responsibilities include the following:

a. To review proposals for additions, terminations, and modification of all general education courses and requirements.

b. To review proposed modifications in the General Education program and/or requirements, and to recommend them as appropriate.

c. To advise the Director of General Education concerning scheduling and content of General Education courses, and to recommend changes in the scheduling or content of courses where appropriate.

d. To advise the Director of General Education about the need for additional courses.

e. To consider requests from students concerning general education requirements.

f. To consider any other matters that the General Education Committee believes essential to the continued success of General Education at the University, and to recommend appropriate actions.

g. To place any General Education course or requirements that the General Education Committee deems deficient in satisfying the goals established for the relevant General Education components on probationary status for one year. If the department or unit is unable to make satisfactory amendments to the course, project, or activity, the General Education Committee, in consultation with the Provost and Director of General

Education, has the authority to remove the course, project, or activity from the General Education Program.

9. All decisions of the General Education Committee are subject to review and approval by the Curriculum Council.

10. Procedures of the General Education Committee shall be as follows:

a. All proposals for the addition of general education courses shall be circulated to members one week prior to the meeting at which it is considered.

b. Representatives of the proposing Department(s), College or School(s) shall be invited to meet with the General Education Committee during the discussion portion of deliberations relating to their proposal and respond to proposed modifications.

11. Requests to propose, modify, or delete general education courses shall be routed in the following sequence:

a. Originated by the individual faculty members who desire to teach the course (or by departments in cases where the General Education Committee has requested the course);

b. Approved by the Curriculum Committee(s) of the Department(s) involved;

c. Approved by the Curriculum Committee(s) of the College or School(s) involved;

d. Reviewed and approved by the General Education Committee, as appropriate (IS courses cannot be considered by the General Education Committee until the course is approved by at least two different departments within the College of Arts and Sciences, by CAS and one other School, or by two different Schools);

e. Reported to the Curriculum Council;

f. Reported to the Faculty Senate;

g. Forwarded to the Office of the Provost for further review.

12. The General Education Committee shall have responsibility for the continuing review of the General Education program. Responsibilities include:

a. To begin a continuous review of the General Education program starting three years after students matriculate under any requirement of the new General Education program approved by the Faculty Senate in 2007-2008. The review shall be done annually in such a way that it is completed at the end of five years, when the review process shall begin again.

b. To review, in a manner determined by the Curriculum Council, the General Education program on an annual basis, with "Foundations" courses to be reviewed in the first year, "Breadth" courses in the second and third years, and "Interdisciplinary Studies" courses along with other general education requirements in the fourth year. The fifth year in the cycle shall be devoted to reviewing the entire program from a holistic and comprehensive perspective. Each year, the Committee may be augmented with additional members as needed to help with the review. These members shall be eligible to vote on Committee decisions and will serve one-year terms. They may succeed themselves, but cannot hold more than three consecutive terms.

c. To place all courses that are not re-approved in the General Education Committee's annual review on probationary status. Departments will have one year to address satisfactorily the Committee's concerns; otherwise, such courses will be removed from the lists of courses approved for General Education credit.

d. To prepare materials in support of both the annual review of undergraduate education reported through the Resource Allocation and Management Program (RAMP) process and any special reviews of General Education that the University shall undertake.

e. To participate with the Office of Institutional Research and Studies in any regular inventories it conducts that shall result in data pertinent to the evaluation of the General Education Program.

D. Graduation Appeals Committee (GA)

1. A member of the University Registrar's staff shall serve as the non-voting Chairperson of the Graduation Appeals Committee.
2. In addition to the Chairperson, the Committee shall include three members of the faculty appointed annually by the Committee Chairperson and approved by the Curriculum Council. Committee members may succeed themselves, but may not serve for more than three consecutive terms.
3. For liaison purposes, a member of the Curriculum Council shall be appointed by the Chair of the Curriculum Council to serve as a non-voting member of the Graduation Appeals Committee. This appointment is for three years; reappointment is permitted.
4. The Graduation Appeals Committee shall hear appeals from undergraduate students who seek exceptions to the University general graduation requirements in order to graduate, and shall render decisions in such cases.

5. The Graduation Appeals Committee shall report to the Curriculum Council annually, via the Curriculum Council liaison.

E. Director of Assessment

1. The Director of Assessment shall be selected and approved by the Provost, only from among those names submitted by a Search Advisory Committee. The Search Advisory Committee shall consist of five faculty members, including the Committee Chairperson, appointed by the Curriculum Council in consultation with the Provost. The Search Advisory Committee shall submit the names of at least two acceptable applicants to the Provost, or meet with the Provost if it determines that fewer than two applicants are acceptable to the Committee. The term of office of the Director of Assessment shall be three years and the Director may serve no more than three successive terms. The Director is eligible for reappointment by the Provost pending recommendation from the Curriculum Council.

2. The Director shall serve as an ad hoc member of the Curriculum Council and shall be a voting member of the Council.

3. The Director is responsible for reviewing undergraduate, graduate, and professional programs, including their courses. The Director is responsible for making recommendations to the Curriculum Council on the basis of such reviews. The Director is also responsible for assisting the Committee on Assessment in implementing the Assessment Plan.

4. Regarding the program review process, the duties of the Director shall be:

- a. Direct program review for the purpose of assessing program quality and identifying areas that need improvement.
- b. Prepare the necessary instruments for obtaining data from the program director, the faculty, current students, and recent graduates.
- c. Set the timetable and deadlines for completion of reviews.
- d. Select members for review committees.
- e. Conduct orientation meetings for program review committees.
- f. Meet with program director and faculty of departments being reviewed to discuss review process and outline steps for completing a self-study.
- g. Work closely with program directors to ensure maximum departmental involvement in the review process.
- h. Screen and hire applicants for graduate assistants and/or student workers.
- i. Supervise activities of graduate assistants and/or student workers.

- j. Serve as a liaison between reviewers and programs under review.
- k. Set up schedule for interviews of faculty and students in cooperation with the program director.
- l. Reproduce and distribute completed departmental self-studies to review committees.
- m. Direct the completion of program review reports from the review committees.
- n. Present completed reports to the Curriculum Council for approval.
- o. Submit reports to the Provost for review and action, as necessary.
- p. Serve as liaison to the Office of the Provost.
- q. Work in consultation with the Curriculum Council, the Committee on Assessment, the General Education Committee, and the Director of General Education to coordinate the assessment of the General Education Program.

5. The Director is responsible for assisting the Committee on Assessment in implementing the SIUE Assessment Plan. The duties of the Director shall be to serve as ex-officio member of the Committee on Assessment, and to assist the Committee on Assessment in its charge.

F. Committee on Assessment

1. The functions of the Committee on Assessment include:

- a. Implementing the University Assessment Plan.
- b. Making further policy recommendations that may arise in the implementation process to the Curriculum Council.
- c. Maintaining the Assessment and Senior Assignment Programs.
- d. Approving undergraduate program assessment plans.
- e. Assessing, providing feedback and approving changes to undergraduate program assessment plans and/or related courses.
- f. Making recommendations to the Curriculum Council as warranted by the findings of assessment activities.
- g. Consulting with the Director of General Education, Director of Assessment, and the Office of the Provost regarding general education assessment.

2. Membership

a. Members of the Committee on Assessment shall be appointed by the Faculty Senate in consultation with the Provost.

b. The Committee on Assessment shall be constituted of eight faculty members, one of whom will be a liaison from the Curriculum Council; two undergraduate students, and one representative from each of the following: the Office of Institutional Research, the Director of Assessment, the Associate Provost for Academic Planning, Assessment, and Accreditation, Learning Support Services, Library and Information Services (which must be a faculty member), Antiracism, Diversity Equity and Inclusion, and the Academic Deans.

c. Faculty appointments to the Committee shall normally be for three-year terms; reappointment is permitted for a maximum of three successive terms. All members of the Committee are voting members.

d. The Chairperson(s) of the Committee shall be appointed faculty member(s) from among the Committee membership, by the Faculty Senate President in consultation with the Provost. The term of office as Chairperson shall be one year; reappointment of the same individual to additional terms is permitted indefinitely.

G. Director of General Education

1. The Director of General Education shall be selected and approved by the Provost, only from among those names submitted by a Search Advisory Committee. The Search Advisory Committee shall consist of five faculty members, including the Committee Chairperson, appointed by the Curriculum Council in consultation with the Provost. The Search Advisory Committee shall submit the names of at least two acceptable applicants to the Provost, or meet with the Provost if it determines that fewer than two applicants are acceptable to the Committee. The term of office of the Director of General Education shall be three years and the Director may serve no more than three successive terms. The Director is eligible for reappointment by the Provost pending recommendation from the Curriculum Council.

2. The Director shall serve as a voting member of the Curriculum Council and the General Education Committee.

3. The Director has administrative responsibility for the effective functioning of the General Education program, including the First Semester Transition Course and IS courses, to ensure high quality offerings and achievement of purpose.

4. The Director shall communicate to departments the need for additional courses deemed necessary to the General Education curriculum.

5. The Director shall assist and advise the General Education Committee in their work.

6. The Director will work, in consultation with the Curriculum Council, the Committee on Assessment, the General Education Committee, and the Director of Assessment, to coordinate the assessment of the General Education program

VI. Ad Hoc Committees

The Chair of the Council may from time to time create ad hoc committees with the approval of the Council. The nature of the Committees, their duties, estimated life, and the voting status of the Chairpersons of these committees shall all be subject to approval by the Council.

VII. Amendment Recommendations

Recommended amendments to the Operating Papers may be made by two-thirds of Council members present and are subject to approval by the Faculty Senate. Previous notice of the proposed amendment(s) must have been circulated to members one week prior to the meeting at which it is considered.

Approved by the Faculty Senate May 2, 2019

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Approved by the Interim Chancellor November 20, 2015

Approved by Faculty Senate October 1, 2015 (CC#01-15/16)

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Approved by the Chancellor December 16, 2013

Approved by Faculty Senate November 7, 2013 (CC#20-13/14)

Approved by the Chancellor January 24, 2013

Approved by Faculty Senate December 6, 2012 (CC#11-12/13)

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Approved by Curriculum Council 01/20/11

Approved by Faculty Senate 03/03/11

Approved by the Chancellor 05/20/11

Implementation and Administrative Responsibility Policy - 1Q8

A. Implementation Policy

Undergraduate Programs

The implementation of changes in policies, standards, procedures and regulations related to admissions, testing, graduation requirements, academic standards and performance, grading and examinations shall take effect once per year, at the beginning of regularly scheduled classes in the fall semester.

The implementation of changes to courses and programs, including additions, modifications and deletions shall also take effect once per year at the beginning of regularly scheduled classes in the fall semester.

In order for the implementation of changes in policies and procedures relating to admissions, testing, graduation requirements, academic standards and performance, grading and examinations to take effect coinciding with the beginning of fall semester, the constituency units and appropriate administrative officer must approve policies by June 1 of the previous year, i.e., approximately 15 months prior to the implementation date.

For the implementation of changes in courses and programs taking effect at the beginning of a fall semester, the changes must be fully approved by January 3, i.e., approximately eight months prior to the effective date.

Each recommendation of the Curriculum Council shall include a statement of whether the recommendation should be subject to this policy.

Graduate Programs and Professional Programs

Changes to graduate and professional programs include but are not limited to changes in policies, standards, procedures and regulations related to admissions, testing, graduation requirements, academic standards and performance, grading, examinations, as well as the addition, modification, and deletion of courses and programs.

Changes that create stricter requirements must take effect at the beginning of the fall semester and must be fully approved by January 3 of the calendar year in which the effect will take place.

Changes that are designed to expand opportunities, improve retention, or increase completion can take effect the semester following full approval.

The Graduate Council shall include a statement when the recommendation should be an exception to this policy.

Exceptions

In extreme cases, exceptions to this policy for undergraduate matters may be granted with approval of the Curriculum Council of the Faculty Senate, the Faculty Senate and the

appropriate administrative officer. For Graduate School matters, exceptions may be granted with approval of the Graduate Council, the Faculty Senate and the appropriate administrative officer. The Chancellor also may grant exceptions to this policy.

B. Administrative Responsibility Policy

All new University policies and addenda to existing University policies must specify the officer, position or unit responsible for implementation, regulation and information dissemination regarding the policy.

For policies affecting academic programs and procedures, any new policies, or modifications to existing policies must provide an effective date defining which students are affected. (e.g., all students as of a certain date, only those students who matriculate after a certain date, or only those students who apply for a major as of a certain date.) Any dates, that are specified in new University policies or modifications to existing policies, must coincide with Section A.

Approved by Chancellor effective 6/30/21

This policy was issued on July 1, 2021, replacing the June 16, 2015 version.

Document Reference: 1Q8

Origin: CC 31-93/94; CC 32-93/94; GR 14/15-12

Implementation and Administrative Responsibility Policy - 1Q8

A. Implementation Policy

Undergraduate Programs

The implementation of changes in policies, standards, procedures and regulations related to admissions, testing, graduation requirements, academic standards and performance, grading and examinations shall take effect once per year, at the beginning of regularly scheduled classes in the fall semester.

The implementation of changes to courses and programs, including additions, modifications and deletions shall also take effect once per year at the beginning of regularly scheduled classes in the fall semester.

In order for the implementation of changes in policies and procedures relating to admissions, testing, graduation requirements, academic standards and performance, grading and examinations to take effect coinciding with the beginning of fall semester, the constituency units and appropriate administrative officer must approve policies by June 1 of the previous year, i.e., approximately 15 months prior to the implementation date.

For the implementation of changes in courses and programs taking effect at the beginning of a fall semester, the changes should be fully approved by March 15, i.e., approximately five months prior to the effective date. For proposals that will be considered between January and March, departments should coordinate closely with the Registrar's Office, Advising, and Academic Affairs.

Each recommendation of the Curriculum Council shall include a statement of whether the recommendation should be subject to this policy.

Graduate Programs and Professional Programs

Changes to graduate and professional programs include but are not limited to changes in policies, standards, procedures and regulations related to admissions, testing, graduation requirements, academic standards and performance, grading, examinations, as well as the addition, modification, and deletion of courses and programs.

Changes that create stricter requirements must take effect at the beginning of the fall semester and must be fully approved by January 3 of the calendar year in which the effect will take place.

Changes that are designed to expand opportunities, improve retention, or increase completion can take effect the semester following full approval.

The Graduate Council shall include a statement when the recommendation should be an exception to this policy.

Exceptions

In extreme cases, exceptions to this policy for undergraduate matters may be granted with approval of the Curriculum Council of the Faculty Senate, the Faculty Senate and the appropriate administrative officer. For Graduate School matters, exceptions may be granted with approval of the Graduate Council, the Faculty Senate and the appropriate administrative officer. The Chancellor also may grant exceptions to this policy.

B. Administrative Responsibility Policy

All new University policies and addenda to existing University policies must specify the officer, position or unit responsible for implementation, regulation and information dissemination regarding the policy.

For policies affecting academic programs and procedures, any new policies, or modifications to existing policies must provide an effective date defining which students are affected. (e.g., all students as of a certain date, only those students who matriculate after a certain date, or only those students who apply for a major as of a certain date.) Any dates, that are specified in new University policies or modifications to existing policies, must coincide with Section A.

Approved by Chancellor effective 6/30/21

This policy was issued on July 1, 2021, replacing the June 16, 2015 version.

Document Reference: 1Q8

Origin: CC 31-93/94; CC 32-93/94; GR 14/15-12

Governance Council Operating Papers

I. Membership

A. The membership of the Governance Council shall be determined by the Executive Committee of the Faculty Senate, who shall assign the members. The Council membership shall be composed of six to twelve (6 to 12) members of the Faculty Senate. The Chairperson may appoint, with the majority approval of the Council no more than two (2) members from each of the other constituency groups. These representatives shall also be voting members.

B. Terms of office shall be for a one-year, annual appointment being made by the Executive Committee with due regard to continuity.

II. Officers

A. The Faculty Senate Past-President, President, and President-Elect, with the majority approval of the Faculty Senate, shall appoint the Chairperson of the Council.

B. The secretarial work of the Council shall be the responsibility of the Chairperson, to be delegated with the majority approval of the Council.

III. Powers and Functions

A. The powers and functions of the Council are those established by the Constitution and Bylaws of the Faculty Senate.

B. The Faculty Senate Governance Council is charged with recommendations pertaining to structuring the Faculty Senate, specifically the reapportionment of Senate seats (Appendix 1), seating and unseating Senators, and the election of Senate Officers; examining the academic governance of the University *per se* including name changes and/or the restructuring of departments and schools/colleges; evaluation of the Chancellor and the Provost and Vice Chancellor (Appendix 3); coordinating Faculty Senate activity regarding administrator evaluations; reviewing CHAPA's evaluations of the Vice Chancellor for Equity, Diversity, and Inclusion, recommending committee appointments to the Faculty Senate president and coordinating with the University Governance Office to track committee appointments, assigning to councils the committees and groups external to Faculty Senate they are responsible for liaising with; and reviewing and promoting the role of Faculty Senate and faculty in shared governance.

The Faculty Senate Governance Council shall provide for appropriate onboarding for Governance Impact Committee members.

IV. Meetings

A. Calling of Meetings

1. The Chairperson of the Governance Council shall call the meetings as needed.

B. The Conduct of Meetings

1. The Chair of the Governance shall preside.
2. In the absence of the Chair of the Governance Council, the Chair designee shall preside.
3. At least half of the Governance Council membership shall constitute a quorum.
4. In accordance with the Illinois Open Meetings Act, the public is allowed to comment at meetings of the Governance Council for a maximum of three minutes per person. A maximum of 20 minutes per meeting will be allotted for public comment.
5. Upon a majority vote of a quorum present, Governance Council may vote to go into closed session. All meetings, however, must be conducted in accordance with the Illinois Open Meetings Act. Final action can be taken only in open meetings.

V. Committees

The Chairperson of each Standing Committee shall be appointed from among the members of the Council by the Council Chairperson with the majority approval of the Council.

The Standing Committees shall consist of additional members as approved by the Council. Committee members need not be currently serving Senators.

A. Standing Committees

Governance Impact Committee:

The Governance Impact Committee provides leadership to help Faculty Senate be effective and continuously improve itself and the university through a focus on matters such as inclusion, equity, access, efficiency, communication connections, communications, sustainability, transparency, and governance. Each council's representative on the Governance Impact Committee will serve their respective councils by helping their council consider these matters. The Faculty Senate Governance Council shall convene Governance Impact Committee members together to foster collective discussions around governance impact issues, challenges, and opportunities across councils.

B. Ad hoc committees

The Council Chairperson shall appoint Ad Hoc committees as the need arises. A majority of the Council must confirm the appointment of chairpersons and members. Each year the Chairperson should consider need to create the following ad hoc committees:

1. Evaluation Committee:

An Evaluation Committee to handle the evaluation of the Chancellor and of the Provost and Vice Chancellor by the faculty (Appendix 3)

2. Personnel Committee:

A Personnel Committee to address the eligibility for membership of the Faculty Senate (Appendix 1), reapportionment of Senate seats, the seating and unseating of Senators, the selection of at-large members of the Graduate Council (Appendix 2), and the election of Senate officers.

3. Instructor Unit Committee:

A committee to address the selection of Senators from the Instructor Unit and manage the process of setting up a communication platform for the Instructor Unit. (Appendix 4).

VI. Reports

A. The Governance Council shall file an annual report to the Faculty Senate at the end of each academic year.

VII. Amendments

A. These Operating Papers may be amended by a two-thirds vote of the Council members present provided that previous notice of the text of the amendment has been circulated to all members at least one week prior to the meeting at which it is considered, and provided that the Faculty Senate approves.

Appendix #1. Process for the Election of Faculty Senators

1. The regular election shall take place yearly during the spring semester.

2. Special elections to fill a vacancy may be conducted at any time by the Governance Council at the request of the Faculty Senate's Executive Committee.

3. During the 1st week in February, the Chairperson of the Governance Council shall request from the Office of Institutional Research and Studies a list of voting faculty at the beginning of the spring semester. The Personnel Committee will then apportion ten (10) Faculty Senate seats Instructors, and the remaining thirty-nine (39) among the academic units, using the Huntington-Hill Method.

4. The Chairperson of the Governance Council shall notify the Deans of the participating units of the number of seats apportioned to that unit for the following academic year, and ask them to elect and fill the appropriate number of vacancies.

5. Each academic unit shall elect its representatives in accordance with its own approved procedures, within the time-period specified by the Governance Council.

6. After the completion of this process, but before the end of April, the Deans of the various units shall notify the Chairperson of the Governance Council of the names of the newly elected senators.

7. In accordance with the Faculty Senate Bylaws (I, B), faculty Senators shall be elected to three-year terms which shall begin with the new academic year.

Appendix # 2. Process for the Election of At-Large Members of Graduate Council

1. The Governance Council of the Faculty Senate shall run the nomination and election process for at-large members of the Graduate Council.

2. Self-nominations are allowed.

3. Each member of the Graduate Faculty of the University shall receive an electronic or paper ballot listing the candidates for the two members-at-large positions.

4. Each Graduate Faculty member shall cast a vote for the appropriate number (no more than two) of the candidates for the members-at-large positions.

5. The Chair of the Governance Council shall provide the name(s) of the elected member(s) and alternate(s) to the administrative support for the Graduate Council.

Appendix #3. Process for Evaluation of the University Chancellor and the Provost and Vice Chancellor

Distribution of Instrument

1. A memorandum explaining the Senate evaluation process pertaining to the current calendar year will be circulated to university faculty, full-time Clinical Professors, full-time Clinical Associate Professors, full-time Clinical Assistant Professors, and full-time, non-tenure track Instructors who are eligible to vote on senate membership early in November. Evaluations will be by electronic survey or paper survey.

2. Online Evaluation. The Online Evaluation Survey shall be circulated to the Faculty the first Monday following Thanksgiving and shall close within 14 days.

3. Evaluation by Paper. In the event online evaluation cannot take place, then during the scheduled time and period for Surveys, paper ballots will be distributed in the manner established by the Governance Council.

Security of Returns

1. Information Technology (IT) shall take all necessary steps to de-link faculty identification from their responses.

2. The Governance Council and IT shall insure that only those qualified to vote in election of Senators take part in the evaluations.

3. IT will provide a file of Survey Responses to the Chair of Governance which will be posted to Governance Council electronic file share repository. For each the Chancellor and the Provost, one file shall be posted read only. A copy of each file will be posted in a separate directory from which members of the Governance Council will be able to develop the appropriate Reports.

4. Persons designated by the Governance Council shall conduct analysis of the returns.

5. All work files shall be kept in Rules and Procedure electronic file repository.

6. The Governance Council membership shall inspect the reports and shall approve the reports for distribution to administrators.

Distribution of Reports

1. Upon approval of this form of the reports, the Chairperson of the Governance Council shall deliver a physical copy of the Provost and Vice Chancellor's Evaluation Report to the Provost and Vice Chancellor, and shall deliver a physical copy of the Chancellor's Evaluation Report to the Chancellor. This shall be done 14 days prior to the Governance Council's February meeting. The Chancellor and the Provost and Vice Chancellor shall be invited to respond to the Governance Council either in writing within ten working days after their receipt of the report.

2. The Governance Council shall then approve the final copy of the Evaluation Reports which shall include any written responses received from the administrators. A single final copy of the Evaluation Reports shall be saved in the Governance Council electronic file share repository in read-only form.

3. Upon the completion of the process, the Chairperson of the Governance Council shall deliver final electronic copies of each report to the Faculty Senate no later than March 1. Interested faculty may choose to attend the Faculty Senate meeting and/or to request the information from their senators.

4. The Chairperson of the Governance Council shall deliver a final physical and/or electronic copy of the Provost and Vice Chancellor's Evaluation Report to the Provost and Vice Chancellor and Chancellor. In addition, the Chairperson of the Governance Council shall deliver a final physical and/or electronic copy of the Chancellor's Evaluation Report to the Chancellor and to the President.

5. An additional final physical copy of the Report shall be deposited in the University Archives for permanent retention. All other physical copies of the Report, held by the Governance Council, shall be destroyed. The Senate President-Elect, the Senate President, and the Chairperson of the Senate Governance Council shall have access to archived reports. Others' access to archived reports will be by written permission of the Faculty Senate Executive Committee.

Analysis of Reports

1. In the fourth year, the Council shall carry out once more its evaluation procedure. However, after the final report has been distributed, the Council will prepare a Summary Report of the results of the evaluation reports of the previous four academic years, receiving from the University Archivist the annual reports of the previous three Councils. Clear note of problems solved and unsolved, and the degree with which faculty concerns were addressed shall be made.

2. The Chairperson of the Governance Council shall deliver a physical and/or electronic copy of the Provost and Vice Chancellor's Fourth Year Evaluation Report to the Provost, Vice Chancellor, and Chancellor. In addition, the Chairperson of the Governance Council shall deliver a physical and/or electronic copy of the Chancellor's Fourth Year Evaluation Report to the Chancellor and President. The Chancellor and the Provost and Vice Chancellor shall be given 10 working days to respond.

3. As soon as practical thereafter, a physical and/or electronic copy of the Fourth Year Summary Report shall be distributed to the President, the Chancellor, the Provost and Vice Chancellor for Academic Affairs, the Chairperson of the University Planning and Budget Council (for use by the Chairperson of the Committee for Higher Administrator Performance Appraisal), and to Faculty Senators at the next Senate meeting after the completion of the process, but within the same calendar year.

4. The Governance Council will return the annual reports to the University Archivist, along with a copy of the fourth-year summary report.

Appendix # 4. Instructor Unit* – Selection of Senators and Communication Platform

1. The Governance Council of the Faculty Senate shall run the nomination and election of the 10 Senators from the Instructor Unit. By April 15, a member of the Governance Council will request nominations, conduct, and conclude an election from qualified Instructors to fill any vacancies for the next Academic Year.

2. The Governance Council of the Faculty Senate shall work with Information Technology to provide an electronic platform for Senators representing the Instructor Unit to communicate with the members of that unit.

* *Instructor Unit* refers to those full-time, non-tenure Instructors allowed to vote under the By-Laws of the Faculty Senate.

Approved by the Faculty Senate on February __ , 2025 (GV#02-24/25)

Approved by the Faculty Senate on May 6, 2021 (RP#01-20/21)

Approved by the Faculty Senate on February 6, 2020 (WC#01-19/20)

Approved by the Faculty Senate on May 2, 2019

Approved by the Faculty Senate on December 5, 2013 (RP#01-13/14)

~~Rules and Procedures~~ **Governance Council Operating Papers**

I. Membership

A. The membership of the ~~Rules and Procedures Council~~ **Governance Council** shall be determined by the Executive Committee of the Faculty Senate, who shall assign the members. The Council membership shall be composed of six to twelve (6 to 12) members of the Faculty Senate. The Chairperson may appoint, with the approval of the majority of the Council no more than two (2) members from each of the other constituency groups (See III, b below). These representatives shall also be voting members.

B. Terms of office shall be for one year, annual appointment being made by the Executive Committee with due regard to continuity.

II. Officers

A. The Chairperson of the Council shall be appointed by Faculty Senate Past-President, President, and President-Elect with the approval of the Faculty Senate.

B. The secretarial work of the Council shall be the responsibility of the Chairperson, to be delegated with the approval of the majority of the Council.

III. Powers and Functions

A. The powers and functions of the Council are those established by the Constitution and Bylaws of the Faculty Senate.

B. ~~The Council shall concern itself with recommendations~~ **The Faculty Senate Governance Council is charged with recommendations** pertaining to structuring the Faculty Senate, specifically the reapportionment of Senate seats (**Appendix 1**), seating and unseating Senators (cf. **Appendix # 1**), and the election of Senate Officers; ~~the election of at large members of Graduate Council (cf. Appendix #2);~~ examining the academic governance of the University per se including name changes and/or the restructuring of departments and schools; ~~liaison with internal bodies, e.g. Student Senate, University Staff Senate;~~ evaluation of the Chancellor and the Provost and Vice Chancellor (cf. Appendix 3); ~~recommending possible changes in the Board Statutes to the Board of Trustees; reviewing current practices and policies in the area of academic governance and formulating guidelines for the administration and governance of all academic units.~~ **coordinating Faculty Senate activity regarding administrator evaluations; reviewing CHAPA's evaluations of the Vice Chancellor for Equity, Diversity, and Inclusion, recommending committee appointments to the Faculty Senate president and coordinating with the University Governance Office to track committee appointments, assigning to councils the committees and groups external to Faculty Senate they are responsible for liaising with; and reviewing and promoting the role of Faculty Senate and faculty in shared governance.**

The Faculty Senate Governance Council shall provide for appropriate onboarding for Governance Impact Committee members.

IV. Meetings

A. Calling of Meetings

1. The Chairperson of the ~~Rules and Procedures Council~~ **Governance Council** shall call the meetings as needed.

B. The Conduct of Meetings

1. The Chair of the ~~Rules and Procedures Council~~ **Governance Council** shall preside.

2. In the absence of the Chair of the ~~Rules and Procedures Council~~ **Governance Council**, the Chair-Elect shall preside.

3. At least half of the ~~Rules and Procedures Council~~ **Governance Council** membership shall constitute a quorum.

4. In accordance with the Illinois Open Meetings Act, the public is allowed to comment at meetings of the ~~Rules and Procedures Council~~ **Governance Council** for a maximum of three minutes per person. A maximum of 20 minutes per meeting will be allotted for public comment.

5. Upon a majority vote of a quorum present, ~~Rules and Procedures Council~~ **Governance Council** may vote to go into closed session. All meetings, however, must be conducted in accordance with the Illinois Open Meetings Act. Final action can be taken only in open meetings.

V. Committees

A. ~~Standing Committees~~

1. ~~Constitution and Bylaws Committee.~~

~~a. The Constitution and Bylaws Committee shall be responsible for examining the academic governance of the University, including name changes and/or restructuring of departments and schools; it shall review all suggested amendments and recommend appropriate action.~~

2. ~~Evaluation and Liaison Committee.~~

~~a. The Evaluation and Liaison Committee shall concern itself with the evaluation of the Chancellor and of the Provost and Vice Chancellor by the faculty (cf. Appendix # 3), with recommending possible changes in the Board of Statutes, with reviewing current practices and policies in the area of academic governance, and with formulating and recommending guidelines for the governance of all academic units.~~

~~b. The Committee shall concern itself with acting as liaison with internal bodies (Student Senate, University Staff Senate) and external bodies (SIUC and the Board of Trustees).~~

3. ~~Personnel Committee.~~

~~a. The Personnel Committee shall concern itself with eligibility for membership of the Faculty Senate (cf. Appendix # 1), reapportionment of Senate seats, the seating and unseating of Senators, and the election of Senate officers.~~

The Chairperson of each Standing Committee shall be appointed from among the members of the Council by the Council Chairperson with the majority approval of the Council.

The Standing Committees shall consist of additional members as approved by the Council. Committee members need not be currently serving Senators.

A. Standing Committees

Governance Impact Committee:

The Governance Impact Committee provides leadership to help Faculty Senate be effective and continuously improve itself and the university through a focus on matters such as inclusion, equity, access, efficiency, communication connections, communications, sustainability, transparency, and governance. Each council's representative on the Governance Impact Committee will serve their respective councils by helping their council consider these matters. The Faculty Senate Governance Council shall convene Governance Impact Committee members together to foster collective discussions around governance impact issues, challenges, and opportunities across councils.

B. Ad hoc committees

The Council Chairperson shall appoint Ad Hoc committees as the need arises. A majority of the Council must confirm the appointment of chairpersons and members. Each year the Chairperson should consider need to create the following ad hoc committees:

1. Evaluation Committee:

An Evaluation Committee to handle the evaluation of the Chancellor and of the Provost and Vice Chancellor by the faculty (Appendix 3)

2. Personnel Committee:

A Personnel Committee to address the eligibility for membership of the Faculty Senate (Appendix 1), reapportionment of Senate seats, the seating and unseating of Senators, the selection of at-large members of the Graduate Council (Appendix 2), and the election of Senate officers.

3. Instructor Unit Committee:

A committee to address the selection of Senators from the Instructor Unit and manage the process of setting up a communication platform for the Instructor Unit. (Appendix 4).

~~VI. Officers and Membership~~

~~A. The Chairperson of each Standing Committee shall be appointed from among the members of the Council by the Council Chairperson with the approval of the majority of the Council.~~

~~B. The Standing Committees shall consist of additional members as approved by the Council. Committee members need not be currently serving Senators.~~

VII. Ad Hoc Committees

~~A. The Council Chairperson shall appoint Ad Hoc committees as the need arises. Appointment of chairpersons and members must be confirmed by the Rules and Procedures Council.~~

VIII. Reports

A. The Rules and Procedures Council shall file an annual report to the Faculty Senate at the end of each academic year.

~~IX~~ VII. Amendments

A. These Operating Papers may be amended by a two-thirds vote of the Council members present provided that previous notice of the text of the amendment has been circulated to all members at least one week prior to the meeting at which it is considered, and provided that the Faculty Senate approves.

Appendix #1. Process for the Election of Faculty Senators

1. The regular election shall take place yearly during the spring semester.
2. Special elections to fill a vacancy may be conducted at any time by the ~~Rules and Procedures Council (R&P)~~ **Governance Council** at the request of the Faculty Senate's Executive Committee.
3. During the 1st week in February, the Chairperson of the ~~R&P~~ **Governance** Council shall request from the Office of Institutional Research and Studies a list of voting faculty at the beginning of the spring semester. The Personnel Committee will then apportion ~~Faculty Senate seats~~ **ten (10) Faculty Senate seats Instructors, and the remaining thirty-nine (39)** among the academic units, using the Huntington-Hill Method.
4. The Chairperson of the ~~R&P~~ **Governance** Council shall notify the Deans of the participating units of the number of seats apportioned to that unit for the following academic year, and ask them to elect and fill the appropriate number of vacancies.
5. Each academic unit shall elect its representatives in accordance with its own approved procedures, within the time-period specified by the ~~R&P~~ **Governance** Council.
6. After the completion of this process, but before the end of April, the Deans of the various units shall notify the Chairperson of the ~~R&P~~ **Governance** Council of the names of the newly elected senators.
7. In accordance with the Faculty Senate Bylaws (I, B), faculty Senators shall be elected to three-year terms which shall begin with the new academic year.

Appendix # 2. Process for the Election of At Large Members of Graduate Council

1. The ~~Rules and Procedures~~ **Governance** Council of the Faculty Senate shall run the nomination and election process for at-large members.
2. Self-nominations are allowed.

3. Each member of the Graduate Faculty of the University shall receive an electronic or paper ballot listing the candidates for the two members-at-large positions.
4. Each Graduate Faculty member shall cast a vote for the appropriate number (no more than two) of the candidates for the members-at-large positions.
5. The Chair of the ~~Rules and Procedures~~ **Governance** Council shall provide the name(s) of the elected member(s) and alternate(s) to the administrative support for the Graduate Council.

Appendix #3. Process for Evaluation of the University Chancellor and the Provost and Vice Chancellor

Distribution of Instrument

1. A memorandum explaining the Senate evaluation process **pertaining to the current calendar year** will be circulated to university faculty, full-time Clinical Professors, full-time Clinical Associate Professors, ~~and full-time Clinical Assistant Professors, and~~ **full-time, non-tenure track Instructors** who are eligible to vote on senate membership early in ~~Spring Semester~~ **November**. They will have the option of filling out the forms either online or on paper. **Evaluations will be by electronic survey or paper survey.**
 2. ~~Evaluation by paper. The paper Evaluation Forms shall be circulated to the Faculty early in February and shall be returned within two weeks. Faculty who request a paper evaluation form will not be able to change to the on-line format that same year.~~
 3. ~~Online evaluation. The online evaluation shall take place during the same time period as the paper evaluation and it will be conducted in the manner established by the Rules and Procedures Council.~~
2. **Online Evaluation. The Online Evaluation Survey shall be circulated to the Faculty the first Monday following Thanksgiving and shall close within 14 days.**
 3. **Evaluation by Paper. In the event online evaluation cannot take place, then during the scheduled time and period for Surveys, paper ballots will be distributed in the manner established by the Governance Council.**

Security of Returns

1. ~~The Rules and Procedures Council shall take all necessary steps to insure that faculty responses remain anonymous.~~ **Information Technology (IT) shall take all necessary steps to de-link faculty identification from their responses.**
2. The ~~Rules and Procedures~~ **Governance** Council ~~and IT~~ shall insure that only those qualified to vote in election of Senators take part in the evaluations.
3. ~~Faculty shall return paper Forms directly to the Chairperson of the Rules and Procedures Council in a sealed and signed envelope. A double envelope system shall be employed. The outer envelope will be signed. The unmarked inner envelope shall contain the form.~~

~~4. Paper Forms shall not be removed from a secure place designated by the Chairperson of the Rules and Procedures Council.~~

~~5. Opening of the envelopes and tallying of the electronic results shall take place in the presence of the Chairperson of the Rules and Procedures Council.~~

3. IT will provide a file of Survey Responses to the Chair of Governance which will be posted to Governance Council electronic file share repository. For each the Chancellor and the Provost, one file shall be posted read only. A copy of each file will be posted in a separate directory from which members of the Governance Council will be able to develop the appropriate Reports.

~~6~~4. Persons designated by the Rules and Procedures Council shall conduct analysis of the returns .

~~7. All typing of the analysis shall be done in the presence of either the Chairperson of the Rules and Procedures Council or the members charged with the conduct of the analysis.~~

~~8. Reproduction of copies for distribution to the Rules and Procedures Council shall be done in the presence of the Chairperson of the Rules and Procedures Council.~~

5. All work files shall be kept in Rules and Procedure electronic file repository.

~~9~~6. The Rules and Procedures **Governance** Council membership shall inspect the report and shall approve copy for distribution to administrators. All copies and drafts shall remain in the care of the Chairperson.

Distribution of Reports

1. Upon approval of this form of the report, the Chairperson of the ~~Rules and Procedures~~ **Governance** Council shall deliver a copy of the Provost and Vice Chancellor's Evaluation Report to the Provost and Vice Chancellor and shall deliver a copy of the Chancellor's Evaluation Report to the Chancellor. This shall be done ~~before the end of March~~ **14 days prior to the Governance Council's February meeting**. The Chancellor and the Provost and Vice Chancellor shall be invited to respond to the Rules and Procedures Council either in writing or through discussion with the Chairperson of the Council or the full membership of the Council within ten working days after their receipt of the report.

2. The ~~Rules and Procedures~~ **Governance** Council shall then approve the final copy of the Evaluation Reports which shall include any written responses received from the administrators. **A single final copy of the Evaluation Reports shall be saved in the Governance Council electronic file share repository in read-only form.**

~~3. Typing and reproduction of copies of the final report shall be done in the presence of the Chairperson of the Rules and Procedures Council and all copies of the report and drafts shall remain in the care of the Chairperson of the Rules and Procedures Council.~~

~~4. The Chairperson of the Rules and Procedures Council shall deliver a final copy of the Provost and Vice Chancellor's Evaluation Report to the Provost and Vice Chancellor and Chancellor and shall deliver a final copy of the Chancellor's Evaluation Report to the Chancellor and to the President.~~

~~5. Upon the completion of the process, the Chairperson of the Rules and Procedures Council shall notify the faculty and report to the Faculty Senate the results of the evaluations at the last Senate meeting of the Spring Semester. Interested faculty may choose to attend the Faculty Senate meeting, or to request the information from their senators.~~

3. Upon the completion of the process, the Chairperson of the Governance Council shall deliver final electronic copies of each report to the Faculty Senate no later than March 1. Interested faculty may choose to attend the Faculty Senate meeting and/or to request the information from their senators.

4. The Chairperson of the Governance Council shall deliver a final physical and/or electronic copy of the Provost and Vice Chancellor's Evaluation Report to the Provost and Vice Chancellor and Chancellor. In addition, the Chairperson of the Governance Council shall deliver a final physical and/or electronic copy of the Chancellor's Evaluation Report to the Chancellor and to the President.

6. An additional final Report shall be deposited in the University Archives for permanent retention. All other **physical** copies of the Report, **held by the Governance Council**, shall be destroyed. The Senate President-Elect, the Senate President, and the Chairperson of the Senate Rules and Procedures Council shall have access to archived reports. Others' access to archived reports will be by written permission of the Faculty Senate Executive Committee.

Analysis of Reports

1. In the fourth year, the Council shall carry out once more its evaluation procedure. However, after the final report has been distributed, ~~as described in step C4~~, the Council will prepare a Summary Report of the results of the evaluation reports of the previous four academic years, receiving from the University Archivist the annual reports of the previous three Councils. Clear note of problems solved and unsolved, and the degree with which faculty concerns were addressed shall be made.

~~2. The Chairperson of the Rules and Procedures~~ **Governance** Council shall deliver a copy of the Provost and Vice Chancellor's Fourth Year Evaluation Report to the Provost and Vice Chancellor and shall deliver a copy of the Chancellor's Fourth Year Evaluation Report to the Chancellor. The Chancellor and the Provost and Vice Chancellor shall be given 10 working days to respond ~~before step D3~~.

3. **As soon as practical thereafter, a physical and/or electronic copy of** ~~t~~The Fourth Year Summary Report shall be distributed to the President, the Chancellor, the Provost and Vice Chancellor for Academic Affairs, the Chairperson of the University Planning and Budget Council (for use by the Chairperson of the Committee for Higher Administrator

Performance Appraisal), and to Faculty Senators at the next Senate meeting after the completion of the process, but within the same calendar year.

4. The Rules and Procedures Council will return the annual reports to the University Archivist, along with a copy of the fourth-year summary report.

Appendix # 4. Instructor Unit* – Selection of Senators and Communication Platform

1. The Governance Council of the Faculty Senate shall run the nomination and election of the 10 Senators from the Instructor Unit. By April 15, a member of the Governance Council will request nominations, conduct, and conclude an election from qualified Instructors to fill any vacancies for the next Academic Year.

2. The Governance Council of the Faculty Senate shall work with Information Technology to provide an electronic platform for Senators representing the Instructor Unit to communicate with the members of that unit.

* *Instructor Unit* refers to those full-time, non-tenure Instructors allowed to vote under the By-Laws of the Faculty Senate.

Approved by the Faculty Senate on February __ , 2025 (GV#02-24/25)

Approved by the Faculty Senate on May 6, 2021 (RP#01-20/21)

Approved by the Faculty Senate on February 6, 2020 (WC#01-19/20)

Approved by the Faculty Senate on May 2, 2019

Approved by the Faculty Senate on December 5, 2013 (RP#01-13/14)



March 31-1, 2025

HLC Accreditation Reaffirmation

Elza Ibroscheva,
ALO and Associate Provost

HLC Upcoming Visit Dates

Comprehensive Evaluation for Reaffirmation

March 31-April 1, 2025

Peer Review Team



Chair: Dr. Kim Black

Assistant Provost for Academic Effectiveness
University of Northern Colorado Greeley, Colorado

Education

University of Northern Colorado: B.A. (English, 1989);
M.A. (English 1997); M.A. (Agency Counseling 1997); Ph.D.
(Higher Education & Student Affairs Leadership, 2008)

Dr. Charles Hill

Associate Vice Chancellor, Curricular Affairs
University of Wisconsin-Oshkosh Oshkosh, Wisconsin

Education

Salisbury University: B.A. (English, 1985)
Salisbury University: M.A. (English, 1987)
Carnegie Mellon University: Ph.D. (Rhetoric, 1992)



Peer Review Team (cont.)



Dr. Johnna Rea Murray
Assistant Teaching Professor
University of Missouri-Saint Louis

Education

Fontbonne University, B.S.B.A. (Accounting, BA-1987)
UMSL: M.A.Acc. (Accounting, 1996)
UMSL: M.Ed. (Higher Education, 2016)
UMSL: D.B.A (Accounting, 2023)

Dr. Candice Batton
Associate Vice Chancellor for Academic Affairs
University of Nebraska at Omaha

Education

University of Nebraska-Lincoln: B.A. (Sociology-1991)
Kansas State University: M.A. (Sociology-1994)
Ph.D. (Sociology-1999)



Peer Review Team (cont.)



Dr. David John Luke
Chief Diversity Officer
University of Michigan-Flint

Education

Grand Valley State University: B.S. (Sociology-2007)

Grand Valley State University: B.B.A (Accounting-2007)

University of Kentucky: M.A. (Sociology-2012)

University of Kentucky: Ph.D. (Sociology-2018)

2025 Assurance Argument

- Criteria for Accreditation
 - Criterion 1. Mission
 - Criterion 2. Integrity: Ethical and Responsible Conduct
 - Criterion 3. Teaching and Learning: Quality, Resources, and Support
 - Criterion 4: Teaching and Learning: Evaluation and Improvement
 - Criterion 5: Institutional Effectiveness, Resources and Planning
- Federal Compliance
- Assumed Practices

Federal Compliance Team

Tammy Moore, Pat Sears, Don Pulliam, Joan Lame

Editorial Review Team

Mark Luer, Liz Cali

Assurance System Coordinator

Joe Feigl

Assumed Practices Team

Vance McCracken, Chris, Gordon, Tammy Moore, Brad Reed,
Jennifer Hookstra, Nick Paskus, Paul Rose, Mark Luer

Assurance Argument

- Draft will be shared with UQC during the February meeting.
- Lock date is 3/3/2025.
- Will be made available for review prior to the visit in the month of March.

What to Expect Next

A final schedule will be created by the Peer Review Team and distributed to SIUE approximately 1-2 week prior to visit.

- Open forums will be held to which faculty, staff, and/or students will be invited. Open forum topics will be determined by the Peer Review Team and may center around each Criterion.
- A preparatory session with the university community will be held in March.
- Communication messages from me and the Provost about additional details surrounding the visit.



Questions?

Elza Ibroscheva

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<https://www.siue.edu/hlc/>

IBHE-FAC report for the SIUE Faculty Senate meeting on 6 February 2025

The FAC has met twice since the last Faculty Senate meeting.

The IBHE-FAC met on 20 December 2024 via Zoom.

Dan Hrozencik, FAC Vice-chair, reviewed next year's schedule of hosting and discussed higher education funding meeting he and Greg Ferrence had attended. *Mike Phillips, FAC Legislative Liaison*, reported that the legislature is about to be sworn in. He briefly discussed the lame duck session of the legislature and whether items like Tier II reform would be brought up then.

Jill Gebke, Assistant Director Academic Affairs for IBHE, talked about some staffing changes and positions at IBHE being advertised. She thanked the AI task group for their document, as she was able to share the faculty perspective at the state task force meeting. Nurse Educator fellowship grants are going into a second round.

During old business, the FAC discussed the proposed librarian support statement. More work will be done on this over break and the letter will come back in January.

Dr. Heather McIlvaine-Newsad, Professor of Anthropology, Western Illinois University, presented about "Rebuilding Institutions of Higher Education: Lessons from a Disaster Researcher." Dr. McIlvaine-Newsad drew parallels between natural events such as Hurricane Katrina and events in higher education. Disaster events are driven by human actions and by failures to act. She gave definitions of resiliency, and presented steps to resilience adapted from NOAA materials.



Image from Dr. McIlvaine-Newsad's presentation; attributed to NOAA and related to materials from the [U.S. Climate Resilience Toolkit](#)

During a crisis, a vision and effective, clear communication are essential. While at times decisions must be made quickly, collaboration and transparency are critical and improve quality of response. Sometimes the best way to manage change is to allow it to happen. A "guiding coalition" that represents all stakeholders can be valuable.

Jose Garcia, Director of Strategic Communications, IBHE; discussed the “*IBHE Marketing Campaign*” with the FAC. He focused on the advertising effectiveness related to the Early Childhood Access Consortium for Equity. They used videos of actual recipients, advertised in several languages, and in some areas surpassed industry benchmarks for open rates and click-throughs.

All three caucuses discussed issues related to AI at their institutions. The Public Caucus discussion included some institutional updates. The Two-year Caucus talked about the concerns about bachelor degrees being offered at two-year schools. Working groups also met and reported out their current status.

The IBHE-FAC met on 24 January 2025 at Olney Central College in Olney, with a limited Zoom option. OCC is part of the Illinois Eastern Community Colleges (IECC).

Mr. Chris Simpson; President, Olney Central College, greeted the FAC and talked about some of OCC’s history as well as recent (OCC’s 60th anniversary last year) and upcoming (Theater program’s 50th anniversary this year) celebrations. Olney is known for the white squirrel population in the area. Discussion focused on how higher education can communicate about pockets of excellence and about Mr. Simpson’s view of early college from various aspects of the process (he taught biology and worked in high school for 35 years).

Dr. Ryan Gower; Chancellor, IECC, discussed the process of the development of IECC in the area and the choices made over the past few years as they re-structured to more closely integrate the four “attendance centers”. From 2010 (time of max enrollments) to 2025, community college population statewide has declined 28%, but IECC has lost 40% over that time. Rather than cutting positions that didn’t add to revenue directly for short-term budget balancing, they had to look at what is essential to fight for and what is needed for that goal. That meant being willing to let go of things, even if they have been around or have been done that way for a long time. IECC chose to tear apart the place-based college silos and re-build around function-based silos.

Sometimes programs had been added to attract enrollment without considering the investment needed to keep a program vibrant; this could lead to many programs each with a small number of students. Programs have to be kept cutting edge to serve the community – vocational should be the crown jewel for their system, serving their region in a way that more distant institutions aren’t going to, but these programs can be expensive in equipment and materials.

In a similar focusing activity, IECC has pruned early college offerings to those truly useful to students, as opposed to what might be appealing. They are no longer indulging in the credit grab just for the state allocation, as that can have negative consequences for students and the institution.

Dr. Gower speculated that the state or other institutions may be making similar proliferation errors, an argued that people should build partnerships rather than programs. He agreed that it can be very hard to let people go, because you feel the relationships and responsibility.

Shawn Schumacher, FAC Chair, reviewed some of the upcoming speakers at the spring meetings. *Dan Hrozencik, FAC Vice-chair,* mentioned that there are listening sessions occurring for the higher ed funding bills.

Jill Gebke, Assistant Director Academic Affairs for IBHE, state task for on AI has released their report. [It appears to have been made available 30 January: [report](#).] Some of the issues discussed include ethical use in higher education, impacts on privacy, equitable access, and impacts on jobs. Jill encouraged people to look at the January IBHE meeting information, as that is the budget meeting – included 4% increases and a proposed increase to get MAP to \$750 million. DFI fellowship applications for the [Diversifying Higher Education Faculty in Illinois Program](#) are open.

Mike Phillips, FAC Legislative Liaison, reported that the committee chairs are now posted for the legislature, and bills are being introduced. The higher education funding bills are the same as last year but have new numbers (SB13, HB1518). Some other bills affecting higher ed are likely to be reintroduced (common course numbering, SURS issues, four-year degrees).

A presentation on “*The Importance of Higher Education in Prison*” was given by *Flor Esquivel, Illinois Coalition for Higher Education in Prison; Rakhim Atterberry (IL-CHEP); Noemi Roman (IL-CHEP); and Angel Pantoja, Illinois Lieutenant Governor’s Office*. After reviewing some of the history of higher education in prison (HEP), and the impact of the removal and restoration of Pell eligibility for incarcerated individuals, they discussed some of the recent [IL-CHEP survey findings](#) about reduced recidivism for people who get to participation in the HEP programming. They shared the value to communities for people who return to “rebuild the communities they helped destroy”. There are challenges associated with the waiting lists for eligibility which are based in part on the length of sentence remaining (shorter term, greater eligibility). IL-CHEP is eager to work with higher ed institutions to get HEP eligibility programs set up at their institutions. They are working on a new program that is focused on reading to get ready for college level reading, based on a program at Adler University that is sustainable because the instructors don’t have to travel.

Working groups and caucuses met. The Public Caucus discussion focused on issues related to ICE on various campuses (mostly sharing of “what-to-do-if” information, but also some issues related to visas and employment) and some concerns about MAP funding. The Two-year Caucus talked the pros and cons of Simple Syllabus, which is a software package that pre-loads a syllabus with required policies and information into the LMS for every course, and related initiatives that make it easier to review syllabi. Some concerns included loss of individuality and autonomy and locked sections that may conflict with some course structures. The Private & Proprietary Caucus talked about a range of issues associated with concerns about the changing national political landscape.

During the business meeting, the *FAC approved a statement about librarians* to send to the IBHE.

The next IBHE-FAC meeting will be February 21st via Zoom.

With regards, Susan D. Wiediger, representative for SIUE to the IBHE-FAC. For more information about any of these items, please contact me via email at swiedig@siue.edu. SIUE’s alternate representative is Shelly Goebel-Parker, egoeb1p@siue.edu.

SOUTHERN ILLINOIS UNIVERSITY

EDWARDSVILLE

FACULTY DEVELOPMENT COUNCIL Report to Faculty Senate 02.06.25

Prepared by Christine Simmons, Chair FDC

- I. Continuous Improvement Conference - 2025**
 - a. CIC 2025 will be on Friday, February 14th, 2025
 - b. Title: *AI: Policy, Potential, & Pedagogy*
 - c. Speaker: Dr. Jennifer Friberg, Illinois State University
 - d. Invitations went out on 01.13.25 – 50+ have registered

- II. AI Student-Faculty *ad hoc* committee**
 - a. First meeting between group heads was 12.11.24 (Simmons, McCarragher, You)
 - i. Plan to develop two surveys- one for faculty, one for students
 - b. Full group meeting occurred on 01.21.25 to discuss surveys
 - c. Follow-up meeting with group heads scheduled for 01.24.25
 - d. Faculty survey was released on Wednesday, January 29th, 2025

- III. Faculty Development Interest Survey**
 - a. FDC has finished writing a survey to gauge faculty interest in topics for MWM, workshops, learning communities etc, in conjunction with the Center for Faculty Development and Innovation – Provost has requested delay in sending until after HLC visit

- IV. Excellence in Undergraduate Education (EUE) Award FY2026**
 - a. Excellence in Undergraduate Education (EUE) awards for FY26 will have two priorities: inclusive teaching that bridge equity gaps and course redesign for SIUE Changemakers
 - b. An information session was held on 01.22.25
 - c. Proposals due on February 28th, 2025.

Welfare Council Report, February 2025

Welfare council has not met in 2025 due to unavailability of Council Chair for the previously scheduled January meeting.

The Faculty Grievance committee has now been completely constituted. An initial meeting of the FGC will be called for the purpose of reviewing the FGC's operating papers.

The next scheduled meeting is February 20, 2025 @ 2:30pm

President's Report to Faculty Senate

February 6, 2025

University Quality Council

1. January 9, 2025
 - HLC Updates – assurance arguments being finalized; schedule being prepared; need to send surveys to faculty, staff, and students.
 - Annual Review of Complaints
 - Look at suggestions on how to address issues/complaints raised.
 - Summary of complaints received for fall 2024.

Meeting with Provost Cobb

1. January 14, 2025
 - HLC Accreditation visit this spring (March 31-April1).
 - Guest during Faculty Senate meetings to provide more information about what to expect with the accreditation visit.
 - Updates for spring 2025
 - Transfer of Michael to Provost's Office – may have more time with University Governance
 - Responding to BFAC requests.
2. February 4, 2025
 - Meeting with Jon Pettibone, UPBC Chair, on important items for spring 2025.

Meeting with Associate Provost Ibroscheva

1. January 21, 2025
 - HLC Accreditation visit
 - Update on Student Government Resolutions.
 - All-Faculty meeting recommendations

Meeting with Chancellor Minor

1. January 28, 2025
 - Updates on current Vice-Chancellor searches

- Enrollment Management – will be looking at submitted comments; position includes emphasis on retention and graduation; need a person who will be able to communicate with various university units.
- Finance and Administration – job posted; expect to complete by end of spring semester.
- How university will handle new federal guidelines being set by the new administration.
- New DFW Dashboard

Faculty Senate Related Activities

1. Invited to Transfer Meeting between SIUE and Lewis and Clark CC leadership teams (December 9, 2024)
 - a. Need to address improvements: communication towards transfer students; various articulation agreements; advising
 - b. Create flexibility to meet student needs – readiness of students to take 300-level courses; co-branding of courses.
 - c. Some data shared: LCCC students represent 18.3% of SIUE's 2-year transfer population this fall; top four academic interests are: nursing (traditional option) – 290, online degree completion – 154, psychology – 139, business administration – 119; on the average over the last 4 fall terms, LCCC has transferred 128 students (169 this fall).
 - d. Meeting will continue into the spring 2025 semester; will start involving some targeted academic programs.
2. Requested then received report from Dr. Soondo Kweon and Dr. Erik Krag about recommendations of the Add/Drop policy working group.
3. Worked on presenting a nominee for the Faculty Senate President-elect elections.