

WESTERN ILLINOIS UNIVERSITY  
FACULTY SENATE  
Regular Meeting, 1 September 2015, 4:00 p.m.  
Capitol Rooms -University Union

ACTION MINUTES

SENATORS PRESENT: M. Bean, S. Bennett, V. Boynton, J. Brown, A. Burke, G. Cabedo-Fimmons, M. Carncross,  
D. DeVolder, K. Dodson, D. Halverson, R. Hironimus, Wendt, K. Kapale, C. Keisler, N. Lino, J. McNabb, J. Myers,  
Pynes, T. Roberts, J. Sadler, A. Silberer, S. Szyjka, T. Westerhold  
Ex-officio: Kathy Neumann, Interim Provost; Janna Deitz, Parliamentarian

SENATORS ABSENT:



Interim Provost Neumann announced that the Focus Group that she spoke about at the Faculty Assembly will kick off next week. She also reminded everyone that historians at WIU and Eastern Illinois University will play each other at WIU on Thursday night.

Interim Provost Neumann asked Registrar Angela Lynn to discuss preliminary enrollment results. Dr. Lynn reported that enrollment has changed little from preliminary results discussed during the Faculty Assembly two weeks ago. Headcount is down a little over the year overall, freshmen enrollment is down a little over four percent, transfer enrollments are down about nine percent, and graduate student enrollment is up about nine percent. Final enrollment counts should be available about the middle of the week.

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

SGA holds its first meeting of the year tonight. Cabinet appointments will be made this evening.

D. Other Announcements

1. Tara Buchanan, Director, Disability Resource Center

Ms. Buchanan discussed the new accommodation process established by the Disability Resource Center (DRC). In the past, students have picked up an accommodation letter at the DRC and hand delivered it to professors. This year, students can choose from an approved list of accommodations on their STARS accounts. Once students' choices are approved by the DRC, faculty can utilize the WIUP screen to check which accommodations have been requested for all of the students in their classes.

Senator Keist asked if faculty should click on something indicating that they have seen the accommodations requested. Ms. Buchanan responded that is not necessary; the DRC receives a report indicating which faculty have received the notifications. Senator Westerhold asked if faculty will be notified via email when they should go to the WIUP screen to check for accommodations; Ms. Buchanan responded that faculty will receive an email notification.

Chairperson Pynes asked if the DRC keeps a list of what types of accommodations are mandatory and what accommodations faculty are allowed, but not mandated to do. Ms. Buchanan responded that the accommodations listed on each student's page in the notification system reflect those accommodations that would be legally mandated. She added that faculty are the experts in their contact areas, so if an accommodation does not seem to be appropriate for a particular course faculty can contact the DRC in order to determine an alternative.

2. Better World Books

Chairperson Pynes told senators that Better World Books is a for-profit corporation that seems to be passing itself off as a charity by placing boxes across campus to collect used textbooks which they then resell for a profit. He noted that this topic has come before Faculty Senate before when the Honors College distributed Better World Books collection boxes, and this semester a box has been placed in the Multicultural Center. Chairperson Pynes reiterated that Better World Books is not a registered charity; if faculty are unsure whether a donation box is being placed on behalf of a registered charity, they should check with the Provost's office.

Senator Roberts asked how groups such as this get approval to have a presence on campus. He wonders if there is a procedure that groups are to follow to place boxes on campus. Interim Provost Neumann responded that groups are to submit a request to the Provost's office.

organizations that collect used books and was unaware of the procedure for contacting Administrative Services. He suggested that this be communicated to student organizations. Chairperson Pynes observed that there are legitimate book drives on Western's campuses; for instance, a few years ago the College of Business and Technology sponsored a drive to collect books to be sent to Africa.

Senator McNabb advised Golden Key International Honor Society for years, and Better World Books is their national philanthropic endeavor. She observed that since it's the national endeavor, students would likely assume that the group had been vetted and would not think to check with Administrative Services. She suggested that if a policy is put in place, it should be directed to the attention of the Office of Student Activities.

3. Faculty Senate is seeking petitions to fill a year vacant seat for a faculty member in the College of Business and Technology. Mandeep Singh is stepping down from his position, and the remaining year of his term needs to be filled by a full faculty member from that college. One petition has been received to date. Petitions can be found on the Faculty Senate website and should be submitted to the Senate office by September 9.
4. Gary Schmidt, Chair of the Department of Foreign Languages and Literatures, has been chosen to present the John Hallwas Liberal Arts Lecture this year. Dr. Schmidt will present on "The Role of the Liberal Arts in Fostering Empathy: Language, Literature, and Human Understanding" at 3:00 p.m. on September 9 at WIUQC Riverfront Hall and at 7:00 p.m. on September 10 in the Union Grand Ballroom.
5. President Thomas will address the Faculty Senate September 29 meeting.

### III. Reports of Committees and Councils

#### A. Council on Admission, Graduation, and Academic Standards (CAGAS) (Steve Rock, Chair, 2012-2016)

##### 1. Annual Report Terry Solomonson, Chair, 2014-2015

CAGAS met 3 times over the last academic year. They heard appeals initiated by students three less than the previous year. Combined withdrawals (both total withdrawals and selective withdrawals) for the past two years remained the same (100 in 2013-14), but there was a 20 percent increase in the number of appeals for special readmission (from 44 to 54). Dr. Solomonson

B. Council on Campus Planning and Use (CCPU)  
(Brian Stone, Chair, 2012-2016)

1. Annual Report (Ray Diez, Chair, 2014-2015)

Dr. Diez reported that CCPU last year 1) provided a faculty voice for campus projects, 2) supported effective communication between University administration and faculty, and 3) addressed usage and planning concerns brought to CCPU by the Senate Executive Committee. Additionally, Facilities Management Director Scott Coker, who serves as a member on CCPU, provided valuable updates to the Council at its monthly meetings, while Roger Viadero, Director of Environmental Studies, provided landscaping updates. According to the CCPU report, since 2012 the Council has also served as a faculty voice in the process of updating the campus master plan through representation on the Master Plan Implementation Team.

CCPU worked on the issue of “intentional spaces” over three years. In fall 2014, a recommendation was forwarded to and approved by the Faculty Senate.

CCPU last year also discussed the topic of Universal Design. Dr. Diez explained that Universal Design considers environmental and many other factors when making design decisions. He stated it is more all-encompassing than traditional design and can include everything from Americans with Disabilities Act modifications to “green” design. CCPU did not take formal action on this topic, but it was the consensus of the members that Universal Design be considered for all WIU projects. Chairperson Pynes observed that Universal Design could be as simple as changing round doorknobs to French door handles to assist those with mobility issues. Senator Roberts asked if Universal Design is legally mandated for all new construction; Dr. Diez responded that use of Universal Design is more voluntary at this time and is not currently mandated. Senator Roberts asked if Universal Design is currently utilized as a best practice.

Justice Administration (to update and make course descriptions more consistent), African American Studies (new course) and History (new and revised courses)

CCPI last year, at the request of the Executive Committee, established a subcommittee “to address definitions and intentions of undergraduate certificates.” The final report of the subcommittee should be completed and presented to Faculty Senate. Dr. Bernard reported that Senator McNabb, during her tenure on CCPI last year, headed a review of curricular forms that resulted in changes to the Request for New Course form and creation of Request for New Emphasis form, which did not previously exist.

## NO OBJECTIONS

### 2. Request for New Course

#### a) COMM 457, Social Influence, 3 s.h.

Senator Hironimus Wendt noted that the course is called Social Influence, but there was no consultation with the Department of Sociology and Anthropology. The senator has spoken with his department chair and feels that they can support the course, despite having several social psychology courses within Sociology. He requested that the Department of Communication send a request for support to Dr. Wozniak which could be appended to the COMM 457 request before it goes forward.

Communication Chair Pete Jorgens pointed out that, while he understands the concern, “social influence” is a generic term that is not owned by any single discipline. He stated that the purpose of the class is to look at strategic message design in terms of how it affects a larger audience, which is where the social influence part of the course comes in.

Senator Hironimus Wendt said that his second concern is that the Department of Psychology, which provided a letter of support for the course, objected to a curricular proposal from the

- a) Broadcast News and Performance
- b) Broadcast Production

The Broadcast News and Performance and Broadcast Production options were pulled from the agenda by the department. Broadcasting Chair W. Buzz Hoon explained that last year the department reviewed its curriculum and considered three different options but the faculty have now decided to reconsider and only go forward with the Sports Broadcasting option.

- c) Sports Broadcasting
- d) Interpersonal Communication and Processes
- e) Social Influence

NO OBJECTIONS TO THREE REQUESTS FOR NEW OPTIONS

4. Request for Change of Major

- a) Communication

NO OBJECTIONS

D. Council on General Education (CGE)  
(Marjorie Allison, Chair, 2015-2016)

1. Annual Report (Diane Sandage, Chair, 2014-15)

Dr. Sandage reported that CGE last year particularly focused on assessment (Student Learning Impact assessment has on student learning) because the Higher Learning Commission had red flagged this step in its annual review. The Council created a new "General Education Assessment of Student Learning Impact Form" which "requires faculty to examine assessment data and then modify courses based on the data" to address this concern. The degree to which this step is being implemented will be overseen by a CGE subcommittee created last year.

A second subcommittee was created last year to begin the process of considering the structure of General Education. Dr. Sandage pointed out that the last large review of General Education occurred in fall 2005, and large scale reviews of institutional structures

Wendt asked if a proposal is approved by CIT whether it “belongs” to that body or to the individual proposing it. Dr. McEwan explained that the proposal was originally submitted to IT Governance who asked for input from Faculty Senate. The Senate ExCo referred the proposal to CIT, who reviewed it and invited Dr. Singh to address the Council. While CIT submitted a report to the Senate ExCo approving the proposal, Dr. Singh found there was a lack of faculty support for the laptop proposal and withdrew from the IT Governance process before it could go on to the full Senate for consideration.

Corrections to the report:

- x Change “Faculty Senate President” on p. 1 to “Faculty Senate Chair.”
- x Change “reduce parity among students” to “enhance parity among students” on p. 2.
- x At the bottom of p. 3, change “2015” to “2015-16.”

NO OBJECTIONS WITH CORRECTIONS

F. Council for Intercollegiate Athletics (CIA)  
(Jim Olsen, Chair, 2015-2016)

1. Annual Report (Jim Olsen, Chair, 2015-2016)

CIA held two meetings to review missed class schedules for athletic programs in accordance with University policy. The Council reviewed and approved athletic schedules for 20 men’s and women’s athletic teams. CAGAS approved Summit League Conference competitions and a schedule for baseball, softball, and track and field that fell during final exam week since exceptions to the final exam policy must be approved by that Council.

NO OBJECTIONS

G. Council for International Education (CIE)  
(Gary Schmidt, Chair, 2015-2016)

1. Annual Report (Bhavneet Walia, Chair, 2014-2015)

Dr. Schmidt, who will chair CIE this year, presented the report on behalf of Dr. Walia, who was unable to attend. CIE approved four Global Issues (GI) courses last year: three from History and one short



Correction:

- x In discussing the FLGI ad hoc committee, specify that the committee is composed of four senators (one from each college) and four members from Faculty Senate councils.

NO OBJECTIONS WITH CORRECTION

H. Summer School Committee (SSC)  
(TBD, Chair, 2015-2016)

1. Annual Report (Kishor Kapale, Chair, 2014-2015)

SSC last year revised its bylaws to specify that summer school surveys will be conducted every two years rather than yearly. The Committee also prepared a policies and procedures document, as required in the Senate Bylaws. This year SSC will be working on surveys.

NO OBJECTIONS

I. Writing Instruction in the Disciplines (WID) Committee  
(Nathan Miczo, Chair, 2015-2016)

1. Annual Report (Nathan Miczo, Chair, 2014-2015)

The WID Committee approved three courses for WID designation last year; however, the Department of Foreign Languages and Literatures asked that the WID designation for FL 350 be removed so that it could pursue designation as a General Education course, which was subsequently approved. One of the courses approved last spring will be submitted to Faculty Senate for consideration this fall once minor changes are made to the form.

Dr. Miczo related that a couple of years ago the WID Committee made significant changes to its philosophy in order to put more emphasis on instruction. In order to solicit feedback on the new process and make departments more familiar with it, in spring 2015 the WID Committee began a review of existing courses utilizing the new guidelines. The Committee asked for departments to volunteer to work through the new, more lengthy process; subsequently, the WID Committee was able to complete reviews of two courses (CHEM401 and PSY 323) over the spring semester. Dr. Miczo plans to send an email to department chairs this fall to continue this process after the Committee develops a long-range plan for course review.

The WID Committee adopted a new procedure for overenrollment last year which has overenrollment data reported prior to the start of each semester as well as following the official tenth-day counts. According to the report, the new process allows the Committee to contact department chairs and see if additional compensation or accommodations are being offered to those instructors. The WID Chair will also report on overenrollment to Faculty Senate in October and March. The overenrollment reports also allow the WID Committee to make sure that courses which no longer have WID designation are removed from the list.

Dr. Miczo reported that the WID Journal has been retooled to a WID Anthology which will include examples of exemplary writing in WID courses. It is intended to assist WID instructors who would like to see student writing that has been judged to meet the WID requirements. A release form and remarks from the WID Chair will be sent to department chairs and WID faculty to solicit examples from their classes. Dr. Miczo hopes that the WID Anthology can become operational this semester. Senator Hiro Mandel remarked that he is excited about the prospect of a WID Anthology, which sounds like a great idea.

The WID Committee also held workshops in fall 2014 through the Center for Innovation in Teaching and Research (CITR) and hopes to do the same this year.

NO OBJECTIONS

- J. Senate Nominating Committee  
(Virginia Boynton, Chair)

Dr. Boynton thanked Ms. Hamm with helping to get the Committee started on its responsibilities for the year.

SENATE COUNCILS AND COMMITTEES :

Council on Admission, Graduation, and Academic Standards

have no experience in higher education, but many of them, in his experience, do. He noted that such a change would likely require a Bylaw amendment. Dr. Boynton stated that she has been contacted by individuals who did not fill out the survey and who would like their names added to the list of respondents, which the SNC does on a regular basis. She added that individuals who are on sabbatic



Senator Bean stated that he appreciates the discretion of proposed amendment. He noted that the amendment changes nothing except that the faculty member or senator involved can choose whether or not to discover the results. He pointed out that nothing is secret, but also the results would not be made public unnecessarily. Senator DeVolder clarified that the request for the results would not be limited to the faculty member or senator involved in the election; the point of the amendment is that any faculty member could request the vote tallies.

Senator Dodson asked if the FOIA request indicated a lack of transparency or the suggestion that because the results were not made immediately public that the Senate was not being transparent. Chairperson Pynes responded that he does not think this was the case. He stated that when the person who was running requested the vote tally and was told that past practice was to not release the counts, the individual might have merely wanted to know how close the race was, whether the individual lost by just a couple votes or by a wide spread, perhaps to help decide whether to run again. Senator DeVolder confirmed that the individual was told that releasing the information was not consistent with past practice, thus, the former Senate chair wished to consult with the Executive Committee before releasing the information. Since the FOIA request was presented over spring break when the Senate and ExCo were not in session, that consultation was unable to occur. Chairperson Pynes reiterated that he does not think the Senate was trying to hide anything; there was simply a difference between past practice and what was written in the Bylaws.

## 2. Ex-Officio Members of Senate Councils and Committees

Article VII, Section A.3. of the Bylaws states that "Faculty members shall not serve concurrently on more than one standing committee or council of the Senate. Members of the Senate may not serve on standing councils of the Senate during their term in office as Senators." A Bylaws amendment to add the statement, "Faculty members serving ex-officio on one Senate council or committee may serve concurrently on another Senate council or committee" failed in April 2015. Senator DeVolder has proposed a new Bylaws amendment to add the sentence, "Faculty members serving ex-officio on one Senate council or committee may serve concurrently on one other Senate council or committee only when another eligible faculty representative cannot be identified." Chairperson Pynes explained that an issue arose last year regarding a faculty member serving ex-officio on the WID Committee who would like the ability to serve simultaneously on other Senate councils or committees.

Senator Hironimus-Wendt pointed out that in most cases ex-officio members of Senate councils or committees are administrative personnel. He asked if this includes any department chairs serving ex-officio since they have dual appointments as both administrators and faculty. Chairperson Pynes confirmed that no department chairs are currently serving ex-officio on Senate councils or committees. Senator Hironimus-Wendt asked if the discussion specifically concerns faculty on the WID Committee. He believes the role of department chairs serving on Senate councils and committees is problematic. Senator Pynes pointed out that these are two different issues. There are no department chairs serving ex-officio on Senate councils or committees, and the Bylaws amendment is intended to solve a small problem involving only one or two councils that might have ex-officio faculty service. Senator DeVolder confirmed that the amendment is only intended to address a problem brought up in regard to the WID Committee. He added that for purposes of Senate, chairs are considered as faculty members, not administrators. Senator DeVolder also observed that, while conceivable that a chair might be invited to officiate on a Senate council or committee, he does not recall that happening and thinks it would be a rare exception.

Senator Hironimus-Wendt observed that department chairs present a budget and have professional loyalty to the administration, unlike the role of a faculty member within a

department. He noted that department chairs have to balance the interests of their department against other interests and departments. He wonders if the Bylaws amendment would allow individuals in dual positions, such as chairs, to serve ~~off~~ <sup>in</sup> office and be giving input to a committee as well as to a department.

Chairperson Pynes