

**WESTERN ILLINOIS UNIVERSITY**  
**FACULTY SENATE**  
**Regular Meeting, 7 February 2023, 4:00 p.m.**  
**Via Zoom**

**ACTION MINUTES**

**SENATORS PRESENT:** D. Atherton, D. Banash, D. Barr, M. Bernards, D. Brown, G. Cabedo-Timmons, A. Carr, C. Chadwell, P. Eathington, L. Ebert Wallace, D. Hunter, S. Macchi, K. Perone, B. Petrocovich, E. Shupe, Y. Tang, B. Thompson

**Ex-officio:** Craig Whetten, Parliamentarian; Provost Manoochehr Zoghi

**SENATORS ABSENT:** J. Albarracin, S. Bailey, B. Bellott, J. Land, T. Lough, B. Polley, J. Wroblewski

**GUESTS:** Joe Cantu, Julie Cox, Katrina Daytner, Dennis DeVolder, Lorri Kanauss, Rick Kurasz, Sarah Lawson, Sue Martinelli-Fernandez, Patrick McGinty, Lindsay Meeker, Kristi Mindrup, Russ Morgan, Mark Mossman, Lorette Oden, Renee Polubinsky, Linda Prosis, Jeremy Robinett, Jim Schmidt, Amber Schultz, Eric Sheffield, Sebastian Szyjka, Boh Young Lee

I. Consideration of Minutes

A. January 24, 2022

**APPROVED AS DISTRIBUTED**

II. Announcements

A. Approvals from the Provost

1. Requests for Changes of Options

- a. Biology: Botany Option
- b. Biology: Environmental Biology Option
- c. Biology: Medical Sciences Option
- d. Biology: Microbiology Option
- e. Biology: Zoology Option
- f. Chemistry: Biochemistry Option
- g. Chemistry: Chemistry Option
- h. Chemistry: Pharmacy Option
- i. Geology: Geology Option
- j. Geology: Paleontology Option

2. Requests for Changes of Majors

- a. Clinical Laboratory Science
- b. Forensic Chemistry

B. Provost's Report

Provost Zoghi asked for a moment of silence in recognition of the tragic earthquake which has claimed close to 8,000 lives so far in Turkey and Syria with tens of thousands more injured and displaced.

The Provost attended an excellent meeting with state legislators through the Western 101 event. He stated that Jeanette Malafa, WIU Director of Governmental Relations, did an outstanding job on short notice organizing this event yesterday in Stipes 501. He told senators that the legislators seemed very supportive of the campus and the administration's requests.

Provost Zoghi announced that the search for the Vice President for Finance and Administration has been finalized, and only contract signing remains, so the name will be announced soon. The search for a Vice President for Advancement and Alumni Relations was recently launched; Brad Bainter will serve as Interim Vice President until that person is hired. Provost Zoghi stated that there are a number of other searches ongoing, including the Dean of the College of Education and Human Services, which is in its final stages. He added that candidates will soon be coming to campus for that search, and he will provide an update on that at a later date.

Chair Thompson asked what kinds of issues were discussed with the legislators during their visit and what they did that seemed supportive. Provost Zoghi responded that the vice presidents provided updates to the legislators, and Vice President for Enrollment Management Amber Schultz spoke to them about the outreach efforts of her division. Provost Zoghi spoke to the legislators about student retention and the student life cycle flow model, while President Huang provided an overview of the state of the university. The Provost said that legislators were very impressed with WIU's programs and expressed their support. Vice President Schultz added that three of the five legislators present had not visited the Macomb campus recently, although one of them had visited the Quad Cities campus. She stated that the event was intended for legislators to learn the basics, and one of those present was a new legislator. Legislators in attendance included Representatives Norine Hammond, Gregg Johnson, and Dan Swanson, and Senators Mike Halpin and Neil Anderson. She added that Troy Rhoads, Director of Facilities Management, gave the legislators a facilities tour highlighting maintenance issues.

B. Student Government Association (SGA) Report  
(Joe Cantu, SGA Director of Academic Affairs)

Mr. Cantu and the SGA President had a good discussion with Associate Provost Mossman earlier today. They plan to meet every two weeks to make sure everyone is on the same page and to bounce ideas off each other.

SGA is trying to pass a bill regarding mental health days at WIU. Mr. Cantu related that Governor Pritzker signed a law last year that allows high school students to take up to five mental health days off. He stated that with the increase in awareness of mental health struggles and increasing mental health statistics, SGA would like to pass a bill allowing five mental health days off for WIU students as well. Chair Thompson asked how the high school certifies that what is being taken off is a mental health day or if the student has to show anything to verify the time off. Mr. Cantu replied that no doctor's note is required; students only need to send an email to the teacher or to the office to validate it. He added that the SGA bill is set up similarly. Senator Shupe confirmed that Macomb High School does not require any documentation beyond a call to the office. Chair Thompson said he was curious because it is a benefit, and he always wonders how benefits are managed.

C. Other Announcements

1. Chair Thompson formally welcomed new Senator Patricia Eathington, Nursing, who replaces Lee Brice to represent the College of Arts and Sciences on the Senate.
2. Chair Thompson encouraged faculty to submit petitions for the remaining open seats on Faculty Senate for Fall 2023. There is currently an election for a contested seat to represent the College of Business and Technology; those faculty should have received their ballots yesterday.
3. Illinois Board of Higher Education Faculty Advisory Council Updates  
(Amy Carr, WIU Representative to the IBHE FAC)

Senator Carr provided formal meeting minutes from IBHE FAC fall meetings and her summary notes of those meetings. She explained that the FAC is an advisory council of the IBHE. WIU has one representative on the council, appointed by Faculty Senate; an alternate member is also named in case the representative is unable to attend a meeting. WIU will host

the April council meeting. Senator Carr stated that Dean Christopher Merrett will speak about the Illinois Institute for Rural Affairs, for which he acts as Director, at that meeting, and there may be other speakers from the IBHE, Illinois Student Assistance Commission (ISAC), and legislators.

Senator Carr noted that the IBHE FAC has working groups on a range of topics. Senator Carr serves on working groups on early college and on online remote learning; they are working on a handout on things to consider regarding early college credit and whether it is advisable for an institution. Other working groups include one on mental health, which has been focused on student mental health but is now also doing a survey on faculty mental health, and a working group on , which has included public comments from members serving on the Illinois Commission on Equitable Funding. Senator Carr stated that the IBHE FAC also meets by caucus, and a couple of universities have been drafting a statement on academic freedom. Senator Carr drew senators' attention to discussion in the IBHE FAC minutes of a wonderful presentation made by Jennifer Delaney, the Public Universities' Representative to the IBHE Board. Dr. Delany, who is from Illinois State University, spoke with her co-presenter Walter McMahan on "The External Social Benefits of Higher Education," which is a global project. Senator Carr stated that the IBHE FAC heard a presentation in November on IBHE data tools as well as data for Illinois graduate programs. She wants everyone to know that the IBHE FAC minutes can be a window into these types of rich conversations. She added that if there is any topic that Faculty Senate needs to provide feedback on, she will let the Senate know.

Chair Thompson asked what "adequacy funding" is and why the IBHE FAC is not excited about it. Senator Carr responded that she does not serve on this working group, which used to be called the Performance-Based Funding Working Group but has changed its name to the Higher Education Funding Working Group because of the switch to adequacy. She stated that adequacy funding is a K-12 model and asked Vice President Schultz if she serves on this working group. Vice President Schultz responded that she does not, but she has spoken with and for the IBHE a number of times on the differences between performance-based funding and what the state of Illinois and IBHE are striving for. Vice President Schultz related that she and President Huang came from the Pennsylvania State System of Higher Education (PASSHE), and they both saw some of the flaws of inherently inequitable performance-based funding systems. Vice President Schultz and President Huang have both spoken to Ginger Ostro, Executive Director of the IBHE, about avoiding some of the mistakes of other states and really looking at what Illinois can do. She noted that the Illinois State Board of Education (ISBE) has identified all of the K-12 schools statewide based on the adequacy of each district's funding and has divided these into four tiers. She explained that a Tier 4 school is adequately funded while a Tier 1 school is not. Vice President Schultz noted that WIU is third statewide in terms of the volume of schools being served from Tiers 1 and 2. She stated that if IBHE is successful in approaching a funding model that rewards public institutions for serving students from K-12 schools that are inadequately funded, that would help WIU. She added this would mean WIU would get more funding from the state than, for example, the University of Illinois, which serves very few of these students. Chair Thompson asked if adequacy funding, then, refers to the number of students from inadequately funded high schools. Vice President Schultz responded that is what she understands. [Following the meeting, Vice President Schultz provided a slide showing the percentage of students each Illinois public university serves from Tiers 1, 2, 3, and 4.] Senator Carr observed that what seems to be happening is that the working groups are not focusing on where the students are coming from but on various metrics, which Jen Delany thinks may actually deter equity. She added that no one else is applying this K-12 model. Chair Thompson asked if Jen Delany might want to zoom in as a guest at a future Faculty Senate meeting; Senator Carr replied that she will ask her.

Senator Banash thanked Senator Carr for her work on the IBHE Faculty Advisory Council. He asked if she is hearing anything from the IBHE about new proposals to influence curriculum, particularly General Education curriculum, or other kinds of requirements that Faculty Senate should be aware of. Senator Carr asked if Senator Banash is referring to what

is happening in Florida. Senator Banash replied he was thinking more of technical things, such as how hours are moving between universities, similar to topics which came up at Faculty Senate last semester. Senator Carr responded that nothing like that has been communicated to the IBHE FAC. She does not think the IBHE in general is interested in micromanaging the curriculum side, and when there is a state need, such as the early childhood issues seen recently, the legislature gets involved. Chair Thompson thinks the university will see more legislation like this. Senator Carr stated that the IBHE responds to those kinds of legislation and also initiates some. She added that, because they are between webmasters, the IBHE FAC has not been able to have its minutes posted on their website recently, but they really contain a treasure trove of material on all sorts of topics.

4. Chair Thompson announced that WIU, for reasons of staffing, is no longer publishing the budget, so the FY 22 budget is not posted online. He stated that Faculty Senate has published the FY 22 budget on its website on the Resources page and will post previous years' budgets there as well. He said University Professionals of Illinois (UPI) has FOIA'd this year's budget (FY 23) and will share it with Faculty Senate.
5. Enrollment and Discount Rates  
(Amber Schultz, Vice President for Enrollment Management)

Vice President Schultz told senators that a big part of the budget shortfall during the most recent cycle was from Financial Aid. She said there were some unknowns as well as continuing issues with a scholarship strategy that was implemented before anybody that is currently in their role was serving in those roles. Vice President Schultz told senators there are now efforts underway to develop and change the university's entire scholarship strategy. She said that, while trying to develop this strategy, there have been some vacancies in Institutional Research and Planning, and she relies very heavily on that office for data research and analysis; she also relies heavily on Administrative Information Management Services (AIMS), and that office has also been short staffed. She added the Financial Aid team has been operating with 50 percent of its staff. Vice President Schultz stated that while this is a national problem, WIU has been hit exceptionally hard; Human Resources has been trying to fill the Financial Aid positions, but it has been a struggle, and most of those in that office have been there for less than one year. She said Financial Aid is struggling just to serve students adequately, so extra analysis to determine a new financial aid optimization strategy cannot happen with the team that is currently in-house, and Enrollment Management is exploring other ways to make this happen.

Vice President Schultz related that information has not changed a lot from what she presented last year. She stated that net tuition revenue per student is woefully behind WIU's peers and has declined from 2016-17. Her office is focusing on developing a scholarship strategy that will increase net revenue while still maintaining affordable access for WIU's most needy students; they are trying to adjust the discount rate while also improving the vetting process at WIU so that students who are able to pay are willing to pay, and that the university supports students that are not able to pay. She said the focus will continue to be on equity while also ensuring that WIU is fiscally sustainable and brings in more revenue when it brings in more students. Vice President Schultz stated that this past year, although there was a 2.5 percent increase in the overall student population, there was not much of an overall increase in revenue because of the declining net tuition revenue. She thinks this is why Faculty Senate has been concerned about these issues and assured senators that she is also concerned since President Huang has asked his entire cabinet to focus on fiscal sustainability, and the university's current net revenue is not fiscally sustainable.

Vice President Schultz provided senators with a handout from Fall 2022 that is updated each year with information on what aid WIU awards, the sources of that aid, and how many students are impacted by what is awarded by Financial Aid. She stressed the main take away from these figures is that WIU needs to work on: 1) improving net tuition revenue and bringing the discount rate in line with its peers; 2) improving staffing on the Financial Aid team to adequately meet student and compliance/reporting needs because those are currently

at risk; and 3) continuing to partner effectively with the Foundation Office because a smaller percentage of WIU's scholarships come from Foundation dollars than institutions where Vice President Schultz has worked in the past, and a larger piece of that pie is provided by institutional dollars. Vice President Schultz thinks the university needs to flip those two figures so that a larger portion of student aid comes from Foundation funding. She noted that institutional scholarships, institutional grants and waivers, and student employment are budget expenditures, whereas funding from Foundation, federal or state financial aid, or third party payers is considered revenue. She pointed out that WIU has \$26 million going out annually on what would not have to be an institutional expenditure.

Chair Thompson asked if there are plans to decrease student employment since it is highlighted in red on the fiscal reality handout. Vice President Schultz replied she does not think there are plans to reduce student employment; this figure is highlighted in red because it is an expenditure. The immediate changes that Enrollment Management plans to implement include:

- elimination of the Visitor Scholarship;
- replacing the St. Louis and Chicago Leatherneck Award with the JIDE Scholarship;
- requiring FAFSA filing for all students receiving institutional aid;
- modification of order of pay and discontinuation of cash refunds of excess aid;
- alignment of the Financial Aid and Scholarship offices in order to improve the student experience; and
- elimination of the Principal's Award.

Vice President Schultz noted that no campus offers the Visitors Scholarship unless it is foundation funded. She does not think WIU should have to pay students to visit our campuses; giving each student \$1,000 to do so is "giving the farm away" for no good reason and costing the university a lot of money. She said the intent of the St. Louis and Chicago Leatherneck Awards was to support students of color, but the way they were written and implemented did not really fulfill that purpose. The JIDE Scholarship, which replaces them, has been rewritten so that it no longer only goes to students in certain zip codes but to students across the state of Illinois and pockets of Missouri, Iowa, and Wisconsin. She said the biggest impact is the reordering of aid so that students receive the funding they need to be able to come to WIU. Vice President Schultz told senators there were some strange outliers where students with no financial need were receiving massive refunds because WIU's order of pay was out of line with best practices across the country. She worked closely with a wide variety of academic areas that issue scholarships and with Athletics to modify the order of pay without negatively impacting students. Chair Thompson asked if students will still receive refunds. Vice President Schultz assured him that they will, but students who do not have massive need will no longer get massive refunds.

Senator Tang remarked that Chair Thompson has said WIU will no longer publish its budget, but he thinks the university has a legal obligation to do so under the Freedom of Information Act. Chair Thompson responded that the university does not have an obligation to publish the budget but just to provide it to anyone who asks for it. He added that Eastern Illinois University has not published its budget for years.

Chair Thompson said Vice President Schultz indicated WIU's discount rates should look more like those of its peers and asked what that means to her. He noted that Northern Illinois University offers a 40 percent discount rate, and Eastern's discount rate is 38 percent. He asked what level of discount rate WIU is aiming for. Vice President Schultz replied that is still unknown. She said Enrollment Management had hoped to conduct a lot of in-house analysis to determine how to optimize the university's enrollment goal; factors such as the university's reputation, the value proposition, and students' ability and willingness to pay go into that mix. She noted that an institution such as the University of Illinois does not need a big discount rate because the students admitted are willing to pay the price because of their reputation. She stated that WIU has a lot of work to do on multiple fronts, but she thinks the university can adjust the discount rate down and still hit its enrollment goals. Vice President Schultz stated that Enrollment Management is currently talking to Ruffalo Noel Levitz

because they have done this successfully at other campuses for many years, so it would probably be far less expensive for them to do the needed analysis and come up with a plan for WIU than it would be for the university to get fully staffed and do the analysis in-house.

Chair Thompson asked if the discount rate can be changed without necessarily changing the tuition rate. Vice President Schultz responded that Ruffalo Noel Levitz could do an analysis of both scenarios at the same time if desired; they would look at WIU's current discount rate and cost and conduct a cost analysis study. Vice President Schultz would prefer to look at the current discount rate and fix that before undergoing a massive shift on cost, but the consultants would provide advice on what they think would be best for WIU, and then the university can determine in-house what would be the best route. She would not like to see the university adjust both tuition and the discount rate at the same time because that is too much change to understand the impact.

Chair Thompson asked when the analysis might start. Vice President Schultz replied that if the university enters into a relationship with Ruffalo Noel Levitz, they would start the analysis immediately, but WIU would not be able to change its scholarship strategy until Fall 2024 or 2025 depending upon how quickly everything moves, because everything is very much delayed due to when students are recruited. She said Fall 2023 was the first year she was able to impact enrollment strategy because she arrived at WIU in Fall 2022 and the scholarships had already been put into place and advertised. She added that anything renewable that is awarded to first-year students continues for the four or five years they attend WIU. Chair Thompson asked if this means that the university will actually see an increase next year in the discount amount. Vice President Schultz replied that Enrollment Management is trying to keep the discount rate steady, but the amount of financial aid expenditures in general will continue to go up. She added that when she arrived at WIU, there were steep increases; she has worked to level that out, but it will continue to go up until the problem can really be fixed. Chair Thompson observed that this is important because it means there is less money for other things; Vice President Schultz agreed, adding that she would love to be able to invest more in marketing to improve the university's value proposition, in recruitment to increase enrollment, and in retention, which needs a lot of support to increase student success, so she is trying to find more money for other things. Chair Thompson observed that "other things" would also include additional compensation for employees across campus, which is in the same column.

Vice President Schultz stated that the slide showing what percentage of Illinois students enrolled at state public universities come from high schools ranked Tier 1, 2, 3, or 4, provided by the Illinois Board of Higher Education, shows that a Tier 1 school is funded at less than 68.5 percent of what is considered adequate, and a Tier 4 school is funded at over 100 percent, but she thinks this is an Illinois State Board of Education definition of adequacy of funding. The handout shows that nearly 50 percent of full-time freshmen from Illinois public high schools are from the least funded school district (Tier 1), and at WIU, nine out of every ten freshmen come from Tiers 1 and 2.

Chair Thompson remarked that Vice President Schultz is excellent at answering any question that is put to her and asked if she would be willing to speak to Faculty Senate again at one of its last meetings. Vice President Schultz replied she is happy to speak to Faculty Senate or any other group that has questions about financial aid, scholarships, and the impact of those things on WIU's overall budget and enrollment. Chair Thompson suggested that Vice President Schultz might be able to talk about fall enrollment when she returns to Faculty Senate in late April.

### III. Reports of Committees and Councils

#### A. Council on Admission, Graduation, and Academic Standards (CAGAS) (Julie Cox, Chair)

##### 1. Revision to Early Childhood Education Advanced Placement Credit Proposal

Dr. Cox told senators CAGAS was asked to revisit the policy they approved in September to consider an update to allow Early Childhood Education (ECH) degree-seeking students to take advantage of the advanced placement credit “swap” if they were bringing in an AA or AS degree. She explained that the previous proposal, which was also approved by Faculty Senate and the President, only allowed this for students with an AAS degree to take advantage of this policy. She added that there is a protocol in place for life credit and gateways credentialling that School of Education representatives can explain.

Lindsay Meeker, Director of the Center for Best Practices in Early Childhood Education, explained that Gateways Credentials spiral through Levels 1-6. She said Gateways Level 4 is where universities provide fairly extensive credit; much like the ISBE provides credentialling for K-12, Gateways credentialling is provided through the Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) for ages Birth-5. She explained that Gateways Level 4 means that a student has an associate degree or 60 hours of coursework, and those courses or related training must include components of human growth and development; health safety and wellbeing; observation and assessment; curriculum program design; interactions, relations, and environment; and personal and professional development. Ms. Meeker noted that the core components of Gateway competencies are also the core components of community college and university courses that would feed into that Gateways Level 4. She stated that after meeting this requirement, students must also have 100 hours of ACE supervised work experience or 600 hours of documented work experience. Ms. Meeker acknowledged this is not really a lot of work hours so really what is being considered are the degree hours and the competencies across those areas, as well as making sure that everything meets the School of Education’s course outcomes and requirements. She said most Illinois institutions, including WIU, are Gateway-entitled institutions, meaning that their courses have been reviewed by Gateways and meet their expectations. She noted that if students are transferring to WIU from another state, they may be able to attain Level 4 designation through Gateways credentialling, but they would need to turn in their transcripts and verification of training from the outside state, which often happens with Iowa students transferring to WIU’s Quad Cities campus. Once Gateways grants Level 4 designation, students can move into Level 5, which is a bachelor’s degree that they can complete at WIU.

Education professor Boh Young Lee stressed that WIU’s School of Education welcomes students with AA, AS, and AAS degrees but also anyone with over 60 semester hours because they can receive credit under Level 4 credentialling. Chair Thompson asked if the 60 hours has to be core-specific and not just any random 60 hours of coursework. Dr. Lee replied that the 60 hours is not limited to core courses, which should be aligned with the competencies, but also includes other general education course hours.

**NO OBJECTIONS**

B. Senate Nominating Committee (SNC)  
(Dave Hunter, Chair)

1. Faculty Nominations

**SENATE COUNCILS AND COMMITTEES:**

Council on General Education

Mohammad Shamsuddoha, Mgt/Mtg	replacing	Minsun Doh	23	At-large
Suyeon Ko, Music	replacing	Sherry Lindquist	23	Fine Arts

There were no other nominations, and the slate of candidates was elected.

Provost Zoghi stated that he will be conducting an exploratory type of feasibility study to consider making Law Enforcement and Justice Administration (LEJA) a new independent

college. He is forming a task force and already has eight or nine members. He asked the Senate Nominating Committee to identify a faculty representative for the task force. Chair Thompson asked if the faculty representative should come from the affected college or from anywhere in the university. Provost Zoghi responded that he thought the faculty representative could come from anywhere across the university, but that Chair Thompson had suggested that it might be more advantageous to have the faculty rep come from the College of Education and Human Services. Chair Thompson said the decision is up to the Provost because it is his committee; Provost Zoghi reiterated that he thinks the faculty rep could come from anywhere across the university.

Senator Banash asked what is motivating this or what the advantage is to having LEJA become an independent college. Provost Zoghi responded that one of President Huang's priorities and the university's strategic planning priorities has been distinctiveness. He stated that LEJA, because of their excellent reputation, number of students (about 1,200 to 1,300 total), and large alumni base, is one of WIU's distinctive areas, but they are embedded in another college. The Provost stated that making LEJA its own college would not require any additional resources or expenses beyond what is already required for that program, and it is solely for that reason that this is being considered. Chair Thompson asked if such a change would require IBHE approval; Provost Zoghi responded that it would not.

Senator Hunter asked if there were any nominations from the floor for the new task force; there were none. The Senate Nominating Committee will work to find a nominee before the next Senate meeting.

#### IV. Old Business

##### A. Proposed Resolution to Add Faculty Representation to the Policy Review Committee

Chair Thompson reminded senators that Senator Carr at the last meeting had suggested language that was added at the end of the resolution: "And be it further resolved that Faculty Senate be formally notified by the faculty representative as to any intended changes made in current or future policies that affect faculty."

Senator Tang suggested that the previous line – "Therefore be it resolved that the WIU Faculty Senate request President Huang to allow the Faculty Senate to appoint a faculty member to the Policy Review Committee" – be changed to "the university president" rather than "President Huang" in order to make it less personal. Chair Thompson agreed that this can be changed before the resolution moves forward to the President for consideration.

**RESOLUTION APPROVED 17 YES – 0 NO – 0 ABSTENTIONS**

#### V. New Business

##### A. Request to Add Military Support Statement to Course Syllabus Policy

Chair Thompson told senators there has been a request that a statement in support of WIU veterans and active military be added to the Course Syllabus Policy, which is one of the policies that Faculty Senate has input on:

##### **Military/Veteran Support Statement**

As a military-friendly institution, and in accordance with federal regulations and Illinois statutes, Western Illinois University has established policies and procedures to accommodate military service students. In addition to the supports available at WIU's Veterans Resource Center ([https://www.wiu.edu/student\\_success/veterans](https://www.wiu.edu/student_success/veterans) 309-298-3505), veterans, members of the National Guard or Reserves, and active-duty military personnel with military obligations (e.g., deployments, trainings, drill) are encouraged to communicate these, in advance whenever possible, to the instructor. The Military Service Policy can be found at <https://www.wiu.edu/policies/military.php>.

Recreation, Park and Tourism Administration faculty member Jeremy Robinett told senators this wording is proposed in order to make sure that faculty, as well as students, are aware of the policies and procedures that WIU has in place for military students. He noted that there are both statutes and certain accommodations in place in case students have trainings, drill, or active duty during the semester, but sometimes students and faculty are not aware of them. He stated that sometimes either faculty or students will take action that is not in accordance with those policies and procedures, so adding this statement to the syllabus will provide a way for the entire university community to become more aware of them.

Chair Thompson asked if the institution notifies faculty when a student is activated; Dr. Robinett replied it does not. He stated that if it becomes known that a unit or group of students is to become activated, the Veterans Resource Center will reach out to students in that category. Dr. Robinett noted that faculty sometimes forget that veteran/military status is a protected class; students are not automatically identified to the university as being in the National Guard, Reservices, or active duty. He said students are asked to notify their faculty as soon as possible after they receive their drill orders or if they find out they are going to be activated, but that does not always happen. Dr. Robinett hopes that by having this language on the course syllabus, some of those issues can be alleviated.

Senator Banash said he has had a number of military students through the years who usually hand in their paperwork to him; he makes accommodation for them, and everything goes smoothly. He asked if this is a widespread problem, an occasional problem, or if it is intended to head off a future problem. Dr. Robinett responded that about five to ten issues turn up every semester, and most of those cases are able to be successfully adjudicated through the Veterans Resource Center Director and liaison, Ron Pettigrew, who turns over any faculty issues to Dr. Robinett. Dr. Robinett will then reach out to the veterans' resource liaison in the faculty member's department so that person can discuss the issue with their peer. Dr. Robinett said that in the seven years he has been working with the Veterans Resource Center, 95 percent of the issues have been able to be worked out in this way. Senator Banash expressed surprise that there are five to ten issues every semester; Dr. Robinett said he is working on two right now. He said the vast majority involve faculty members who were not aware of or had not thought through how the impact of a decision they made would affect a military student. He noted, for example, that if students get to drop the lowest grade for quizzes and a military student is told by a faculty member that they can just drop the quiz they are unable to take while activated, that is not really providing the same opportunity in regard to their grade that other students have. He said that for the vast majority of these types of issues, the faculty member fixes the problem once it is brought to their attention; very rarely does the faculty member refuse to do so.

#### **ADDITION TO COURSE SYLLABUS POLICY APPROVED 15 YES – 0 NO – 0 ABSTENTIONS**

Dr. Robinett expressed his thanks to Faculty Senate and to the Provost. He thinks this will be a great addition to the process of working with and advocating for WIU military students. Provost Zoghi thanked Dr. Robinett for his great work.

#### **B. For the Good of the Body**

Senator Hunter has heard some concerns about students who are enrolled in a live-stream class but are not attending class. He asked if there is any way to identify which of these students live on campus and which might live overseas or in another part of the country. Registrar Sarah Lawson replied that her office can look at the student address on file but that is no guarantee that is where they actually live. Senator Hunter asked if there is anything being considered for the future regarding this issue. He thinks a lot of local students are taking advantage of live-streamed classes, and it is frustrating for the instructor to have 20 students in the class and only four attending in person. Registrar Lawson replied that this issue is between the instructor and the students; the instructor needs to state up front their expectations for the class. She said if the department chair has put the live stream option on a faculty member's class, the faculty member must allow it, but it is not necessarily intended for everyone to attend via live stream all the time. She said chairs may want to

offer live streaming to encourage better attendance. Registrar Lawson suggested the faculty member can talk to the chair about using a different format in future. She said the Registrar's office can put a message on the online course listing that live stream is available to students at a distance, but if the instructor states up front that the course is really intended for face-to-face attendance except for certain exceptions, that is a preferable way to handle this.

UPI President Patrick McGinty remarked that since this is apparently a live stream course originating on campus, the faculty member could, when assigned that course to teach, simply mandate that students residing on campus or otherwise engaged in face-to-face courses must attend in person so that there is an audience in the classroom while the course is being live streamed. Registrar Lawson said mandate might be too harsh a word, but definitely setting the expectations at the beginning of the semester is more than fair. She said there have been some instances where the department has listed a course as live stream but the faculty member "mandated" attendance in person, and since it was advertised as live stream that had to be allowed as well. She stressed that faculty need to set the expectation that if students are on campus, they are expected to attend in person. Dr. McGinty agreed there are different ways of handling this, and faculty must do the best they can within administrative constraints.

Senator Carr asked if live stream means that no one has to attend the class or be on screen synchronously. Registrar Lawson replied that live stream is an add-on to a traditional face-to-face class. She said the faculty member does not have to record it unless the chair says they must; otherwise, it is generally treated as a synchronous class. Dr. McGinty added that live stream classes have their own course code ("L"), so it is not just an add-on to a face-to-face class but its own course type. Registrar Lawson agreed this is correct.

**Motion:** To adjourn (Banash)

The Faculty Senate adjourned at 5:07 p.m.

Respectfully submitted,  
Annette Hamm, Faculty Senate Recording Secretary