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MINUTES[1]
UNIVERSITY SENATES CONFERENCE

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DATE: Tuesday, March 27, 2012

PLACE: Room 407 Illini Union, Urbana

PRESENT: Andersen, Boltuc*, Burbules (Vice Chair), Campbell, Chambers (Chair), Fadavi*,
             Fisher, Francis, Gibori, Graber, Leff, Mallory, Mohammadian, O'Brien, Patston*,
             Struble, Villegas

ABSENT: Erricolo, Shanahan, Wheeler

GUESTS: Christine Des Garennes, Roopali Malhotra, Christophe Pierre, Steve Veazie

*Attended by phone

Professor Donald Chambers, Chair, called the meeting to order at10:05 a.m.

 I.   Remarks from the USC Chair/Discussion of Agenda

      Professor Chambers reminded the Conference that at the September retreat the group set
      the goal of working towards the greater good of the University and the campuses. He said
      it was his hope that, over a period of time, the Urbana-Champaign campus would be in the
      top four public universities in America. According to a recent Times of London lead
      table, or rating, Berkley is #1, UCLA is #2, Michigan is #3, and UIUC is #4.

      Professor Chambers commented that another goal that was discussed at the retreat was to
      restore harmony and build synergy with all three campuses. He said that he reported to the
      Board of Trustees that there is now collegiality and harmony within the Senates
      Conference and three new USC members from UIS are on board. He also noted that he
      and Professor Burbules had a productive meeting with Chancellor Koch and Vice
      Chancellor Pardie the day before the Board of Trustees meeting.

      Professor Chambers said that the cross-campus dialogue would take place during the
      Board of Trustees retreat on July 18. The Conference discussed general plans and the need
      for preliminary discussions among the Conference so there would be consensus on the
      issues discussed.

 II. Approval of University Senates Conference Minutes of February 21, 2012

      Professor Francis moved to approve the minutes. The motion was seconded. The minutes
      were approved as written.

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[1]Subject to approval at the University Senates Conference meeting of April 27, 2012

III. Closed Session

Professor Chambers requested a motion to go into closed session for the purpose of discussing University employment. Professor Burbules moved to go into closed session. The motion was seconded, voted on, and approved.

The closed session ended at 11:20 a.m.

IV. Classification of Senate Minutes

Class I:	Matters of policy affecting one campus only. Item is sent to the President and Board of Trustees for action.
Class II:	Matters affecting more than one campus. Item is sent to Senate(s) for action, then to President and Board of Trustees. At the time of this classification, the Conference member will file with the recording secretary an accurate final copy of the Senate action.
Class III:	Amendments to the *University of Illinois Statutes*. Procedure is the same as with Class II items. At the time of reporting this classification, the Conference member will file with the recording secretary an accurate final copy of the Senate action.
Class N:	This designation requires no USC action, but alerts one or more Senates to an item of interest from the originating Senate. The "N" is preceded by and followed by a lower case letter(s); c = Chicago; s = Springfield; u = Urbana-Champaign; usc = University Senates Conference. Example: "cNs,u" means that a matter has come up in the Chicago Senate, which may be of interest to Springfield and Urbana-Champaign.

A. The following items were classified I by the University Senates Conference:

1. University of Illinois at Springfield, February 24, 2012

R41-26 Creation of Premed Concentrations and Minor

2. University of Illinois at Urbana-Champaign, February 27, 2012

EP.12.16 Proposal from the School of Social Work to revise the Bachelor of Social Work degree program

EP.12.17 Proposal from the College of Liberal Arts and Sciences to revise the BSLAS Physics Concentration

EP.12.18   Proposal from the College of Liberal Arts and Sciences to revise the Specialized Curriculum in Physics (BS in Physics)

EP.12.19   Proposal from the College of Liberal Arts and Sciences to Establish the Bachelor of Science in Liberal Arts and Sciences (BSLAS) degree with a major in Computer Science and (LAS discipline)

EP.12.20   Proposal from the College of Agricultural, Consumer, and Environmental Sciences (ACES) to establish a new minor in International Development Economics

3.   <u>University of Illinois at Chicago, March 8, 2012</u>

PR-12.22   Establish a New Concentration in Science Education, Master of Education (M.Ed.) in Instructional Leadership

PR-12.23   Revision of the Concentration in Occupational and Environmental Epidemiology, Master of Science in Public Health and Doctor of Philosophy in Public Health

PR-12.24   Revision of the Concentration in Hazardous Substances Management, Master of Science in Public Health

PR-12.25   Revision of the Concentration in Occupational Safety, Master of Science in Public Health

PR-12.26   Revision of the Concentration in Industrial Hygiene, Master of Science in Public Health

PR-12.27   Revision of the Concentration in Industrial Hygiene, Master of Public Health (MPH)

PR-12.28   Establish a Concentration in Occupational Safety, Master of Public Health

PR-12.29   Revision of the Doctor of Medicine Program - Chicago, Peoria, Rockford, and Urbana

PR-12.30   Revision of the Bachelor of Arts in Liberal Arts and Sciences, Major in Polish and the Minor in Polish

PR-12.31   Revision of the Bachelor of Arts in Liberal Arts and Sciences, Major in Russian and the Minor in Russian

PR-12.32   Elimination of the Minor in Lithuanian Studies

PR-12.33   Revision of the Bachelor of Science in Accounting (Major Requirements)

PR-12.34   Revision of the Bachelor of Science in Entrepreneurship (Major Requirements)

PR-12.35   Reorganize, and Rename the College of Architecture and the Arts as the College of Architecture, Design and the Arts

PR-12.35(a) (Supporting Document – Bylaws of the College of Architecture, Design and the Arts)

PR-12.36   Revision of the Bachelor of Arts in Urban Education

PR-12.37   Establish two New Course Subjects (Rubrics) in the College of Architecture and the Arts: Design (DES) and Art (ART), and Elimination of the Existing Course Subject (Rubric) for Art and Design (AD)

PR-12.38   Establish a Master of Architecture/Master of Arts in Design Criticism Joint Degree (Articulation Agreement – Master of Architecture/Master of Arts in Design Criticism Joint Degree)

PR-12.39   Revise and Redesignate the Master of the Fine Arts (MFA) in Graphic Design as the Master of Design (MDes) in Graphic Design

PR-12.40   Revise and Redesignate the Master of the Fine Arts (MFA) in Industrial Design as the Master of Design (MDes) in Industrial Design

PR-12.41   Proposal to Separate the Bachelor of Arts (BA) in Theatre into two Degree Programs: Revision and Designation of the Bachelor of Arts in Theatre – Performance Concentration as the Bachelor of Arts (BA) in Acting; and Revision and Designation of the Bachelor of Art in Theatre – Directing/Design Concentration as the Bachelor of Arts (BA) in Theatre Design

PR-12.42   Revise and Rename the Bachelor of Fine Arts (BFA) in Performance as the Bachelor of Fine Arts (BFA) in Acting

PR-12.43   Proposal to Separate the Bachelor of Arts (BA) in Music into Three Degree Programs; Revision and Designation of the Bachelor of Arts in Music, Basic Concentration as the Bachelor of Arts (BA) in Music; Revision and Designation of the Bachelor of Arts (BA) in Music, Performance Concentration as the Bachelor of Music (BMus) in Performance; Revision and Designation of the Bachelor of Arts

(BA) in Music, Jazz Studies Concentration as the Bachelor of Music (BMus) in Jazz Studies

PR-12.44   Proposal to Combine the Bachelor of Fine Arts (BFA) in Electronic Visualization, Bachelor of Fine Arts (BFA) in Moving Image, Bachelor of Fine Arts (BFA) in Photography, and Bachelor of fine Arts (BFA) in Studio Arts into a Single Degree: Bachelor of Fine Arts (BFA) in Art

PR-12.45   Revise and Rename the Minor in Studio Arts as the Minor in Art

PR-12.46   Revision and Redesignation of the Bachelor of Fine Arts (BFA) in Industrial Design as the Bachelor of Design (BDes) in Industrial Design

PR-12.47   Revision and Redesignation of the Bachelor of Fine Arts (BFA) in Graphic Design as the Bachelor of Design (BDes) in Graphic Design

PR-12.48   Revision of the Bachelor of Science in Computer Science

PR-12.49   Revision of the Bachelor of Science in Computer Science, Human Centered Computing Concentration

PR-12.50   Revision of the Bachelor of Science in Computer Science, Computer Systems Concentration

PR-12.51   Revision of the Bachelor of Science in Computer Science, Software Engineering Concentration

PR-12.52   Revision of the Bachelor of Science in Bioengineering and the Minor in Bioengineering

4.   University of Illinois at Springfield, March 23, 2012

R41-28   Creation of Community Planning Certificate

R41-30   Suspension of Graduate Certificate in Law for Human Services and Social Work

5.   University of Illinois at Urbana-Champaign, March 26, 2012

EP.12.22   Proposal from the Graduate College and the College of Liberal Arts and Sciences to establish a new Master of Arts (MA) in Translation and Interpreting in the School of Literatures, Cultures, and Linguistics

B.   The following item was classified N by the University Senates Conference:

6.   University of Illinois at Springfield, March 23, 2012

Alternate Representation for AP and Civil Service Electorates

Explanation of File Numbers

ST - University of Illinois *Statutes*
GR - *The General Rules Concerning University Organization and Procedure*
BG - University Administration Budget and Benefits Study Committee
NC - Nominating Committee
OT - All other items

V.   New Business

1. Designation of Observer of Board of Trustees Meeting:

Thursday, May 31, 2012   Chicago   Kouros Mohammadian

VI.   Old Business – Action Items

2. OT-282. USC ad hoc Committee to develop more specific standards for
implementing the existing USC Confidentiality Guidelines.

Professor Chambers and the committee members, Professors Andersen, Graber, and
Mohammadian, commented on how well the group had worked together. Professor
Andersen, chair of the committee, made the general observation that the Conference needs
to do more work in committees. He explained that there were no UIS members on the
committee because the members at that time declined to serve.

Professor Andersen commented that the language in parenthesis towards the top of each
page – Privileged and confidential draft document for discussion purposes – was suggested
by Legal Counsel. This makes it clear that documents are confidential until approved by
the corresponding group at which time they become a public document. Professor
Andersen said that he made modifications to make the *USC Confidentiality Guidelines*
coherent. The committee took out the notion that the Executive Session is the official title
for the meeting with the President. Instead, executive sessions are closed sessions.
Professor Chambers suggested that the language be changed to "closed session".
Professor Andersen said that the most significant change to the document was the new
section 4 – *Confidentiality of Draft Documents*. On behalf of the committee he moved
adoption of the document. The motion was seconded.

Professor Burbules suggested that the last sentence in section 2 end with the word *views*, so that *unless the link is relevant* would be removed. Professor Andersen agreed to the change and there were no objections. Professor Andersen asked if the Conference wanted to change "executive session" to "closed session". Professor Burbules clarified that a discussion of a formal body, such as USC, is always an open public meeting unless dealing with specific material that justifies making the decision to go into a closed session.

The discussion was postponed to later in the meeting due to the arrival of guests.

VII. Guests

Steve Veazie, Deputy University Counsel, and Roopali Malhotra, Assistant University Counsel, met with the Conference to discuss the Open Meetings Act (OMA). Mr. Veazie said that there has been a succession of changes to the Open Meetings Act over the past decade; many of the changes have made it more difficult to hold a closed meeting. Some of the rules do not fit well with public universities. Recently put into law is the addition of a Public Access Counselor (PAC) who is part of the Attorney General's Office. The PAC works to ensure compliance with OMA and Freedom of Information Act (FOIA). Ms. Malhotra added that the PAC has the authority to issue advisory opinions and binding opinions. Mr. Veazie said that the PAC does not always have the final word. There are specific procedures outlined if an appeal goes to a court of law.

Mr. Veazie and Ms. Malhotra addressed a series of questions that had been given to them before the meeting. They clarified the following.

- Anyone can record during an open meeting as long as it does not cause disruption to the meeting. There does not have to be disclosure that recording is taking place.

- There must be a verbatim recording of a meeting that is in closed session.

- When a group meets socially, OMA does not apply. There must be the intent to have a meeting.

- The Board of Trustees or any body that is advisory to the Board is a public body.

- The cabinet or advisory body to a single official, such as a chancellor, would not be a pubic body because it is not constituted by an official University policy, such as the *Statutes*. If there are questions, determination would be made by a case by case analysis.

- Any USC standing committees would be under the same constraints of OMA. An ad hoc committee would be less clear, and might depend on whether the group is a majority of quorum of the entire USC body.

- If there is intent to discuss public business electronically and the means is contemporaneous and interactive, OMA would qualify.

- Discussions by email to gather opinions for creating a draft document that will be brought to a public meeting is not subject to OMA. This would be true for both standing and ad hoc committees that seek input from USC members. Soliciting opinions by email for a draft letter would not be subject to OMA.

- Attending a meeting by phone or video is only permitted if there is a quorum of the members of the public body physically present, and if the member is prevented from attending due to personal illness or disability, employment purposes or the business of the public body, or a family or other emergency.

- Trying to obtain information on how the body would vote would not be allowed outside of a public meeting.

- The USC Executive Committee conference calls would not be subject to OMA if they are for the purpose of planning an agenda for a meeting and deliberating public business is not part of the discussion.

- All members of a public body must complete OMA electronic training.

Mr. Veazie said that some of the interpretations of OMA seem to be over-reaching. He said that he would key in on whether there is intent to convene a meeting to conduct business as opposed to sharing information. He said he believes that an ad hoc committee created to draft a response that will go before the entire USC in a public meeting would not be subject to OMA. Ms. Malhotra added that whether deliberation to make a final decision is involved would be a factor in making a judgment call.

The Conference requested a written response to the questions. The group thanked Mr. Veazie and Ms. Malhotra.

VIII.   Meeting with Vice President Pierre

Professor Chambers moved to go into closed session at 1:30 p.m. for the purpose of discussing University employment. The motion was approved. The closed session ended at 1:40 p.m.

Vice President Pierre commented that the purpose of the President's Award Program (PAP) is to increase student diversity and provide need-based funding to recruit and retain high-achieving students. The program is mostly for underrepresented minority students but is also open to low-income students and students from underrepresented counties. The program started in 1985 with 110 students. Now there are over 1,000 new freshman PAP students each year. He reviewed the student profile and graduation rates.

Vice President Pierre said that there is special mentoring for PAP students. The group discussed factors that can prevent students from succeeding: inadequate high school preparation, working while going to school, being a first-generation student, and lack of

support from home. The group also discussed ways to work with high schools and community colleges to better prepare students.

Vice President Pierre described enhancements to PAP that were initiated this year. Award levels have been increased and there is a minimum GPA requirement. The award is now open to a limited number of transfer students. The award has been raised to $5,000 a year for four years. A minimum GPA must be earned to retain the award. Also, there is now a PAP Honors pilot program for 200 students that doubles the award and requires a higher minimum ACT and HSPR. Vice President Pierre discussed how the program is funded by University Administration and the campuses. The campuses are responsible for screening the students. He clarified that PAP is for in-state students.

Vice President Pierre said that PAP acts as an incentive for the campuses to recruit more minority students with a certain ACT and high school rank because funding is distributed accordingly. Members pointed out that departments must then provide support for these students to succeed.

Professor Chambers commented that the success of the final enrollment management report was a function of Vice President Pierre and Special Assistant Ghosh being responsive to the concerns of the faculty. He thanked the Vice President. (The Conference responded with a round of applause.) Vice President Pierre responded that he was happy to take part in the enrollment management conversations and he was pleased with the final document. A number of activities are ready to begin implementation discussions. The group discussed course transfer among the campuses and between campuses and community colleges.

Vice President Pierre discussed recruitment programs for underrepresented minority faculty. He reviewed the tenure-system faculty profile and noted that numbers are low for underrepresented junior faculty, especially at the assistant professor level. The group discussed the difficulties of recruiting as well as retaining underrepresented faculty members. Vice President Pierre commented that the proportion of minority faculty at the University is related to the number of minority doctorates that are conferred. It will be difficult to solve the underrepresented minority faculty problem until the doctorate pipeline is resolved. He discussed the various campus and University Administration recruitment programs, including the new IDEA initiative (President's Initiative for Diversity Excellence & Advancement).

Professor Chambers thanked Vice President Pierre for the candor of the discussion and commented that the Conference would invite him back.

Old Business – Action Items (continued)

(2.) OT-282. USC ad hoc Committee to develop more specific standards for
      implementing the existing USC Confidentiality Guidelines.

The Conference discussed the use of "executive session" or "closed session" and agreed to "executive session" lower case. Professor Andersen moved adoption of the revised *USC Confidentiality Guidelines*. The motion was approved unanimously.

Professor Andersen referred to the document, *USC Guidelines for Conduct of Business*, and moved adoption on behalf of the committee. After a brief discussion, Professor Andersen withdrew his motion and moved to postpone action to the next meeting. The motion was seconded and approved. He asked that additional suggestions be sent to him, Professors Graber and Mohammadian.

IX.   Old Business – Information and Discussion Items

   3. OT-275. Enrollment Management.

   (Discussed with Vice President Pierre.)

   4. OT-281. Conflicts of Commitment and Interest - revisions mandated by changes in federal-level policy by the Dept. of Health and Human Services. Transmitted to the Senates 1/26/12.

   Professor Burbules, who had to leave the meeting, left a message that the UIUC VCR has a revised document that should be sent to USC.

   5. OT-269. Cross-Campus Dialogue (formerly Call for a University-wide Summit on Organization and Governance).

   Professor Chambers said that the list of topics USC adopted a while back would be re-sent to USC members. He added that the Conference should begin framework for the summit.

   6. OT-271. University Senates Conference presentations to the Board of Trustees.

   No new information.

   7. OT-276. Performance Based Funding.

   No new information.

   8. OT-277. Nominations for Search Committee for Executive Director of University Relations.

   Professor Andersen provided an update.

   9. ST-72. Consideration of the language in the *Statutes*, Article X, Section 2 (Academic Freedom). Passed UIUC Senate 12/6/10. Transmitted to UIC and UIS Senates 2/7/11. Passed UIC Senate 9/22/11.

No new information.

10. OT-123. Discussion of University Senates Conference guests.

The Conference discussed possible guests for future meetings.

11. Campus Updates.

There were no campus reports.

12. OT-142. Updates on the Management Teams: Academic Affairs; External Relations; Vice President for Research Faculty Advisory Committee; University Technology.

No meetings were held.

13. Report of Observer of Board of Trustees Meeting:

March 15, 2012   Urbana   Carol Leff

X.   Adjournment

The meeting adjourned at 3:57 p.m.

Pending USC Items
March 27, 2012

GR-41. Review of language in *The General Rules*, Article V, Section 3 – Private Use of University Property Forbidden.

OT-167. Faculty Representation to the Board of Trustees. UIUC Resolution 9/27/99. UIS Resolution 11/5/99. UIC resolution 12/2/99. USC Resolution to Senates 2/3/00. Endorsed by UIS 2/18/00. Endorsed by UIC 3/9/00. Endorsed by UIUC 4/24/00. Transmitted to the President 6/30/00. Transmitted to the Board 7/6/00. Letter from Trustee Eppley institutionalizing process for meetings with Chair of BoT Academic Affairs Committee and senate observers 12/1/04. Letter to Ikenberry 12/10/09.

OT-202. Review of the *University Senates Conference Organization and Functions*.

OT-211. Process for Selecting Board of Trustees Members.

OT-223. Annual Review of the Vice Presidents.

OT-232. Interactions with Legislators.

OT-247. USC Budget.

OT-248. Intellectual Property Issues.

OT-249. Exit Interviews.

OT-252. Vendor Code of Conduct.

OT-253. Program Review Process Collaboration among the Campuses.

OT-256. Positive Time Reporting.

OT-257. Role of the Board of Trustees and the Faculty in University Governance.

OT-260. University Information Security Policy.

OT-261. Short-Term and Long-Term Budget Planning.

OT-262. Accelerated Degree Program.

OT-265. Academy on Capitalism and Limited Government Foundation.

OT-266. Proposed revisions to the *University Senates Conference Organization and Functions* – (including proposed revisions to the subcommittee structure).

OT-268. Administrative Reorganization.

OT-280. Faculty Participation in Shared Governance at University of Illinois.