

MINUTES¹
UNIVERSITY SENATES CONFERENCE

DATE: Thursday, June 25, 2015

PLACE: Innovation Room, I Hotel and Conference Center, Champaign

PRESENT: Campbell, Chambers (Chair), De Groot, Erricolo, Fadavi*, B. Francis, G. Francis, Graber, Jackson, Maher, Mohammadian*, Tolliver (Vice Chair), Villegas, Vincent (*ex officio*)

ABSENT: Burbules, Deberry-Spence, Kalita, LaDu, Li, McDermott, Miller

GUESTS: Jan Dennis, Timothy Killeen, Christophe Pierre, Terry Weech, Matthew Wheeler, Julie Wurth

* Participated by phone

Professor Donald Chambers, Chair, called the meeting to order at 10:05 a.m.

I. Meeting with President Killeen and Vice President Pierre

Professor Tolliver made a motion to go into executive session in order to discuss the first topic with President Killeen, which was the review of Vice President Pierre. The executive session ended at 10:40 a.m.

President Killeen said that the group of people who attended the retreat at Allerton would also participate in the July 22 Board of Trustees retreat. The Allerton Retreat was to build a leadership team and makes plans for the July Board retreat. The Board retreat will be the strategic planning formal kick-off. He said that this is a pivotal time for the University. The Board retreat will focus on framing our future.

President Killeen reviewed data trends at the University, which were provided by Vice President Pierre and presented at the Allerton retreat. One issue of concern is the small number of African-American students attending the University. The data also showed areas of study where enrollment numbers and degrees conferred are increasing and decreasing, financial aid sources, loan indebtedness of graduates, and instructional staff numbers over the years by type. The strategic planning process should determine what the University should look like. Vice President Pierre said that the campuses are working on recruitment and understanding trends and unmet financial aid needs. The data trends also tracked revenue sources over the past several years and compared our financial model to other Big Ten peers.

¹Subject to approval at the University Senates Conference meeting of August 26, 2015

President Killeen discussed some of the many issues that will be part of the strategic planning process. He commented that he would like to involve more early career and non-tenure track faculty in the process and welcomed suggestions from USC members.

(The Conference recessed from the regular meeting at 11:30 a.m. in order to hold the 2015-16 Organizational Meeting. The meeting resumed after lunch at 1:00 p.m.)

II. Meeting with Mr. Thomas Hardy, Executive Director of University Relations

Mr. Hardy said that the primary functions of the University Relations Office are managing public communications and relations and carrying out University statutory responsibility for the Illinois Freedom of Information Act. He introduced Ms. Ginny Hudak-David, Senior Associate Director of University Relations. His office issues news releases, provides marketing and briefing materials, and collaborates with the campus offices to strategically plan communications. The office issues two publications: *Pocket Facts* and *Impact Illinois*. Ms. Hudak-David commented that in addition to working with campus relations and new bureaus, she is in contact with the various colleges to find stories they feel are the most important to share. Mr. Hardy mentioned that he would like reconvene his faculty advisory committee.

Mr. Hardy said that the Illinois Freedom of Information Act (FOIA) was enacted in the mid-1980's and is one of the transparency laws, along with the Open Meetings Act, that the University is statutorily required to comply with. The handling of FOIA requests used to be decentralized so that each campus and UA would handle their own. Sometimes one did not know that another had received the same request. There was a lack of consistency in how FOIA requests were responded to and there was an up-surge in requests, which took up a lot of resources. All of this, along with a FOIA reform law in 2011 that cut response time by almost a full week and changed exemptions, led to the decision in the Administrative Review that all FOIA processing would be consolidated into the Office of University Relations. There have been 550 FOIA requests so far this year. The number per year is typically well over 800. When the handling of FOIA requests was consolidated, Ms. Kathy McCarthy was hired as the person responsible for all FOIA requests. Mr. Hardy commented that some requests are very burdensome and there is sometimes overindulging in the number and scope of requests. More recent changes in the law have helped manage repeat requestors.

Mr. Hardy described the process when a FOIA request is received by anyone at the University. The request should go to the University Relations office right away. The request is logged into the FOIA website and a coordinator is assigned. The burdensome level is identified. The requestor might be asked to make the search more manageable. The request is reviewed for any of the 36 possible exemptions and redactions might be made.

Mr. Hardy commented that more and more people are communicating through email, adding that it is hard to sit at your keyboard and not communicate. He noted the importance of keeping in mind at all times that anything written in an email could end up on the front page of the newspaper. A person who is asked to provide information is given keywords to search for during a certain period of time. If the person is too busy to respond

in an expeditious manner, permission can be granted by the person to authorize an IT person to pull the information. Data is not taken from a server without the person's knowledge or permission. It was pointed out by a Conference member that a document provided by Mr. Hardy indicated that personal emails and text messages are subject to a FOIA request if they pertain to the transaction of University business. Mr. Hardy added that any email that is responsive to the request must be provided. If an email has been eliminated before the request, it is no longer a responsive document. However, it was pointed out by a member of the Conference that forensic technology makes it possible to retrieve deleted messages.

Mr. Hardy said that anyone who is not satisfied with the results of the FOIA request can appeal to the Attorney General's Office or go straight to court.

Mr. Hardy answered the following questions: 1) If the sender of an email deletes a message and then the message becomes a responsive document from the person on the receiving end of the message, can the sender get in trouble for deleting the message? Mr. Hardy replied not unless the message was deleted after the FOIA request. 2) If a communication shows up in a FOIA response that was sent from a person who is not the responder to the FOIA request, is the sender notified as a courtesy that a communication from the person will be included in a FOIA response? Mr. Hardy responded that sometimes his office will notify the sender.

Professor Chambers thanked Mr. Hardy and Ms. Hudak-David for the helpful information.

III. Remarks from the USC Chair

Professor Chambers thanked the Conference members for the event in his honor the evening before. He was grateful that the group has been able to deal with contentious and delicate issues over the years without malevolence. He agreed with the concept of being at a crossroads and commented that what he saw today and last night is the tangible expression of the acceptance of shared governance. With that power becomes responsibility. Professor Chambers read a letter that he received from former President Easter to the Senates Conference. He asked that the letter be entered as record into the minutes of the meeting.

Professor Chambers presented plaques to Professors Roy Campbell, George Francis, and Joyce Tolliver, whose terms would soon be ending, and thanked them for their service. He also recognized Professor Shar Fadavi, who was participating by phone, and Professors Xiaoqing Li and Karl McDermott, who could not be at the meeting, indicating that their plaques would be sent to them. Professor Tolliver then presented a plaque to Professor Chambers for his years of service. She asked that the resolution that was presented to him on a different plaque the night before be entered into the record.

Professor Chambers commented that it has been a pleasure to serve the University Senates Conference.

IV. Approval of University Senates Conference Minutes of May 26, 2015

The minutes were approved as written.

V. Classification of Senate Minutes

There were no senate minutes to classify.

Explanation of File Numbers

ST - University of Illinois *Statutes*

GR - *The General Rules Concerning University Organization and Procedure*

NC - Nominating Committee

OT - All other items

VI. Old Business – Action Items

None.

VII. New Business

None.

VIII. Old Business – Information and Discussion Items

1. OT-324. Policy on Criminal Background Checks.

Professor Chambers proposed deferring discussion until fall. The Conference agreed.

2. ST-72. Revisions to the *Statutes*, Article X, Section 2 (Academic Freedom). Passed UIUC Senate 12/6/10. Passed UIC Senate 9/22/11. Passed UIS Senate 12/14/12. Transmitted to the President 1/18/13. Revised language approved by USC 3/18/14. Transmitted to Senates 3/21/14. Passed UIUC Senate 11/17/14. Passed UIC Senate as amended 1/29/15. Passed UIS Senate 4/10/15. Transmitted to President 5/12/15.

President Chambers said that this item has been transmitted to the President.

3. ST-77/GR-46. Revisions to the *Statutes* and *General Rules* – Edits and Updates. Received from the Board of Trustees Governance, Personnel, and Ethics Committee 10/6/14. *Statutes*: Transmitted to Senates 10/10/14. Passed UIC Senate 12/3/14. Passed UIS Senate 1/23/15. Passed UIUC Senate 5/4/15. *General Rules* transmitted to the President 12/22/14. *General Rules* (Intellectual Property) transmitted to Senates 1/26/15. Passed UIS Senate 3/6/15. Passed UIC Senate 4/23/15. Passed UIUC Senate 5/4/15. *Statutes* and *General Rules* (Intellectual Property) transmitted to the President 5/29/15.

Professor Chambers said that the final versions of the *Statutes* and *General Rules* have been transmitted to the President.

4. ST-79. Proposed revisions to the *Statutes*, Article II, Section 2.b, and Article XIII, Section 8 – to authorize the University Senates Conference to initiate revisions to the *Statutes*. Approved by USC 1/17/13. Transmitted to Senates 4/5/13. Revised language approved by USC 6/18/13. Transmitted to Senates 6/21/13. Passed UIC senate 9/26/13. Alternate language passed UIUC Senate 11/18/13. Transmitted to Senates 11/26/13. Passed UIS Senate 2/21/14. Passed UIC Senate 4/24/14. Transmitted to the President 6/11/14.

Professor Chambers said that this item has been transmitted to the President and will be included in the overall revisions.

5. NC-21. Nominating Committee for 2015-16 Officers, Executive Committee, and USC Committees.

Professor Chambers thanked the Nominating Committee members, Professors Campbell, Deberry-Spence, and Villegas, Chair of the Committee, for their service.

6. OT-223. Annual Review of the Vice Presidents.

Professor Chambers noted that the review of Vice President Pierre was complete.

7. OT-316. University Senates Conference White Paper.

Professor Chambers commented that the White Paper has been shared with the President.

8. OT-304. Open Access to Research Articles. Transmitted to Senates 10/21/14.

Professor Villegas said that UIS would work on this in the fall. Professor De Groote said that a group at UIC has been trying to find a time to meet. Professor Maher said that there will be a report at the first senate meeting in the fall at UIUC. The Senate Committee on the Library is looking at the documents and GUP has provided advice to the SEC.

9. OT-307. President's Executive Leadership Program.

Professor Chambers said that Professors Miller and Mohammadian are participating in the program this year. Professor Mohammadian said that the second meeting will be in July in Washington, D.C.

10. OT-310. Recommendation for New Policy Language Related to Classified Research at the University of Illinois. Transmitted to Senates 6/25/14. Passed UIS Senate 9/12/14. Withdrawn UIC Senate 1/29/15.

Professor Chambers reported that this item has been withdrawn by Vice President Schook.

11. OT-320. Salary increments and campus budgeting priorities.

No new information.

12. OT-323. USC Statement on Budget Planning and Reform. Transmitted to President Easter, President-elect Killeen, and Chairman McMillan 4/27/15.

No new information.

13. Designation of Observer of Board of Trustees Meeting:

Thursday, July 23, 2015
(Retreat July 22)

Chicago

Joyce Tolliver

USC Annual Report

Donald Chambers

The group discussed the President's desire to include early career faculty in discussions.

14. OT-123. University Senates Conference Guests.

Guests to invite were discussed.

15. Campus Updates.

There were no campus updates from UIC and UIS. Professor Campbell reported that the UIUC SEC approved the name of the new College of Medicine as Carle Illinois College of Medicine.

16. Reports from USC Committee Chairs:

Academic Affairs and Research Committee
Finance, Budget and Benefits Committee
Hospital and Health Affairs Committee
Statutes and Governance Committee

Gay Miller
Roy Campbell
Jorge Villegas
Nicholas Burbules

There were no reports.

17. OT-142. Updates on External Committees: Enrollment Management Policy Council (Leff); UI Labs Task Force (Chambers); Vice President for Academic Affairs Faculty Advisory Committee (Chambers, Mohammadian, Tolliver, Villegas); Vice President for Academic Affairs UA Budget Review Advisory Committee (Mohammadian, Villegas, Wheeler); Vice President for Research Faculty Advisory Committee (Boltuc, Chambers, Villegas, Wheeler).

There were no updates.

IX. Adjournment

The meeting adjourned at 2:45 p.m.

Pending Items

OT-265. Academy on Capitalism and Limited Government.

OT-288. Faculty/Staff Pension and Benefit Issues (formerly Resolution on Pensions/ Pension Reform).

OT-298. Shared Governance in a Changing Environment.

OT-317. Actions of the State Universities Civil Service System (SUCCS) and preserving public universities' exemption authority. USC support of CIUS "Statement of Concern" 10/8/14. Letter to Chairman Kennedy and President Easter 10/13/14. All three senates have supported the CIUS statement. Letter to Chairman Kennedy and President Easter 10/13/14. All three senates have supported the CIUS statement.