

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN SENATE
COMMITTEE ON UNIVERSITY STATUTES AND SENATE PROCEDURES
(Final; Information)

SP.21.13 2020-2021 Annual Report of the Senate Committee on University Statutes and Senate Procedures

This report summarizes the activities of the Senate Committee on University Statutes and Senate Procedures (SP) during the 2020-2021 academic year. SP met on September 1, September 15, September 29, October 13, October 27, November 10, November 17, December 1, January 19, February 2, February 16, March 2, March 16, March 30, April 13, April 20, and May 4. More detailed information is provided in the minutes of those meetings.

I. ITEMS APPROVED BY SENATE

SP.20.06, Revision to the *Bylaws*, Part D.1 – Senate Executive Committee (eligibility/duties of Chair and Vice-Chair)

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Executive Committee (SEC) proposed revisions to clarify its duties and membership. SEC recommended to SP proposed language to better specify the duties of the SEC Chair and Vice-Chair and restrict the eligibility for those positions, as well as clarifying language regarding the *ex officio* representatives who serve on the SEC. SP presented a version of these changes as SP.20.06 at the July 13, 2020 Senate meeting. SP.20.06 was returned to committee and was modified to alter the restrictive language on the SEC Chair and Vice Chair positions. The Senate approved the revision to the *Bylaws* on September 21, 2020, though a floor amendment removing the restrictive language on the SEC Chair and Vice Chair inadvertently struck text that was ultimately restored by SP.21.01.

SP.20.15, Revision to the *Bylaws*, Part D.4 – Committee on the Budget

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Committee on the Budget (BG) proposed revisions to restructure and clarify its duties, specifically in relation to the new campus budget model. The Senate approved the revision to the *Bylaws* on November 16, 2020.

SP.20.16, Revision to the *Bylaws*, Part D.3 – Committee on Admissions

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Committee on Admissions (AD) proposed revisions to more accurately reflect the activities of the committee and add representation from the Office of Minority Affairs. The Senate approved the revision to the *Bylaws* on July 13, 2020.

SP.20.17, Revision to the *Bylaws*, Part A – Meetings (Presiding at Senate Meetings)

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), SP and the committee on General University Policy (GP) discussed the most appropriate presiding officer for the Senate. SP thus proposed that the Senate Executive Committee Chair or the Chair’s designee be made the presiding officer of the Senate. The Senate approved the revision to the *Bylaws* on November 16, 2020.

SP.20.18, Revision to the *Bylaws*, Part D.7 – Conference on Conduct Governance

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Conference on Conduct Governance (CCG) proposed revisions to clarify its role and processes in reviewing the Student Code. The Senate approved the revision to the *Bylaws* on November 16, 2020.

SP.20.20, Revision to the *Bylaws*, Part D.17 – Committee on Student Discipline

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Committee on Student Discipline (SD) proposed revisions to clarify its duties and membership and make substantial changes to its charge—spelling out its duties more fully—and membership requirements, which include specific training and ethical standards. The Senate approved the revision to the *Bylaws* on November 16, 2020.

SP.20.22, Revision to the *Bylaws*, Part D.14 – Committee on Information Technology

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Committee on Information Technology (IT) proposed revisions to clarify its duties and add two *ex officio* member designees. The Senate approved the revision to the *Bylaws* on September 21, 2020.

SP.20.24, Revision to the *Bylaws*, Part D.15 – Committee on the Library

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Committee on the Library (LB) proposed revisions to clarify its duties and terms of membership, also clarifying the process for the periodic review of the university librarian. The Senate approved the revision to the *Bylaws* on November 16, 2020.

SP.20.28 Revision to the *Bylaws*, Part D.11 – Committee on Faculty and Academic Staff Benefits

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Committee on Faculty and Academic Staff Benefits proposed revisions to clarify its membership. The Senate approved the revision to the *Bylaws* on July 13, 2020.

SP.20.30, Revision to the *Bylaws*, Part A – Meetings

The *Statutes*, Article XIII, Section 5 states that “Unless otherwise specified by a deliberative body of the University, the latest revision of *Robert’s Rules of Order* shall govern.” As a deliberative body, the Senate follows the latest edition of *Robert’s Rules of Order Newly Revised* (RONR) when procedures are not specified in the *Constitution*, *Bylaws*, or *Standing*

Rules of the Senate. The proposed revision to the *Bylaws* will clearly state this practice of following RONR. The Senate approved the revision to the *Bylaws* on July 13, 2020.

SP.20.31, Revision to the Bylaws, Part D.10 – Committee on Equal Opportunity and Inclusion

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Committee on Equal Opportunity and Inclusion proposed revisions to rename the committee the “Committee on Diversity, Equity, and Inclusion”, clarify some of its activities, and include as an *ex officio* member the new Vice Chancellor for Diversity, Equity and Inclusion. The Senate approved the revision to the *Bylaws* on February 8, 2021.

SP.20.32, Proposed Revisions to the Statutes, Article X, Section 1 (Tenure of Academic Staff)(a)6 and 7 – to permit the use of five-year appointments for non-tenure track faculty

On May 1, 2020, a proposed set of changes to the Statutes that would permit the use of five-year appointments for non-tenure-track faculty (currently limited to three-year appointments), passed initially by the UIC Senate, was transmitted via the University Senates Conference. The Senate approved the revision to the *Statutes* on March 8, 2021.

SP.21.01, Revision to the Bylaws, Part D.1.c – Senate Executive Committee (Chair and Vice-Chair eligibility)

SP presented a revised version of SP.20.06 at the September 21, 2020 Senate meeting, having had the item previously returned to committee to modify language that had been proposed regarding the eligibility for SEC Chair and Vice Chair positions. SP.20.06 was amended on the floor of the Senate to strike those restrictions, but in doing so, the stipulation that the SEC Chair and Vice chair be elected by “and from among the membership of” the Senate was inadvertently struck. SP.21.01 reinstated this phrasing and was approved by the Senate on November 16, 2020.

SP.21.02, Revision to the Bylaws, Part C – Elections

The Senate approved EC.20.06 on November 16, 2020, providing that the election of students to the Senate should be completed no less than three weeks before the Senate’s Spring organizational meeting. However, this led to a discrepancy with the *Bylaws*, Part C regarding the timing of the election of students and faculty. SP.21.02 proposed language to align the *Bylaws* and election rules and added language specifying the student portion of the Elections and Credentials Committee. The Senate approved the revision to the *Bylaws* on December 7, 2020.

SP.21.03, Revision to the Bylaws, Part D.20 – Committee on University Student Life

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Committee on University Student Life (SL) examined its charge and composition. The proposed changes specify a seat on SL for an international student and identify *ex officio* seats: the Dean of the Graduate College; the Vice Chancellor for Diversity, Equity and Inclusion; and the Director of International Student and Scholar Service. The Senate approved the revision to the *Bylaws* on April 5, 2021.

SP.21.04, Revision to the *Constitution*, Article VI, Section 7

The proposal clarified that, to maintain a position of impartiality, the Presiding Officer may not make or second motions, participate in debate, or vote on any matter except in the event of a tie. The Presiding Officer would retain the ability to decide a tie vote regardless of the Presiding Officer's voting or nonvoting status. The Senate approved the revision to the *Constitution* on April 5, 2021.

SP.21.06, Revision to *Standing Rule 17.C – Questions to the Presiding Officer of the Senate*

The approval of SP.20.17 [Revision to the *Bylaws*, Part A – Meetings (Presiding at Senate Meetings)] by the Senate on November 16, 2020, changed the presiding officer of the Senate from the Chancellor to the Chair of the Senate Executive Committee. The "Question" portion of the Senate agenda is designated for senators to ask the Chancellor questions. The proposed revision to Standing Rule 17 updated the language to match the practice of senators directing questions during the designated "Question" portion of the Senate agenda to the Chancellor rather than to the Chair of the Senate Executive Committee. The Senate approved the revision to *Standing Rule 17.C* on March 8, 2021.

SP.21.07, Revision to the *Bylaws*, Part D.12 – Committee on General University Policy

The Senate Committee on General University Policy recommended a revision to its duties to codify its role of providing feedback on substantive revisions to the Provost's Communications. The Senate approved the revision to the *Bylaws* on April 5, 2021.

SP.21.08, Revision to the *Bylaws*, Part F.3 – Military Education Council

This amendment would allow greater flexibility to fully fill the membership of the Military Education Council (MEC), because has been difficult in recent years to fill vacancies in a timely manner. The members of the MEC felt that while it is important to maintain a connection to the Senate with a minimum of one Senate member, the work performed by the MEC does not require Senate membership in order to be completed effectively; therefore, the proposal changed the requirement that three faculty members must be senators to one faculty member must be a senator. The Senate approved the revision to the *Bylaws* on April 5, 2021.

II. ITEMS REMOVED FROM THE AGENDA

SP.18.15, Senate Handbook

SP was previously directed by the Senate Executive Committee (SEC) to create a Senate Handbook. SP discharged the creation and maintenance of a Senate Handbook back to the SEC after determining the charge was not within its purview.

SP.21.12, Call for Volunteers to Serve as Parliamentarian

This has been accomplished. The parliamentarians are H. George Friedman, Brian Gaines, and Greg Miarecki.

III. ITEMS UNDER CONSIDERATION BY THE COMMITTEE

SP.21.13

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SP.19.15, Proposed Revisions to the *Statutes*, Article IV, Section 1 – The Department, Section 2 – Department Organized with a Chair, Section 3 – Department Organized with a Head, and Section 4 – Change of Departmental Organization

Proposed revisions to the *Statutes*, Article IV, include stipulating that academic appointments associated with a department shall be made with prior advice of the faculty (Section 1); that on the initial appointment of a department chair (Section 2) or department head (Section 3), the dean seeks prior advice of a committee that is selected by faculty of the department; and that, upon the initial appointment of a department executive officer, the department faculty be consulted about whether the newly-appointed executive officer should serve as head or as chair, i.e. whether a change to the administrative organization of the department is desired (Section 4).

Proposed revisions to Sections 2 and 3 also include stipulating that the chair of the executive committee or advisory committee be chosen by and from elected members, and that the department chair or head be a member of the committee *ex officio*. Proposed revisions, furthermore, put current items in a more logical, consistent, and coherent order and raise the prominence of items pertaining to the preparation of the departmental budget, while retaining the distinction between a chair and a head. Other proposed revisions make the presentation of the items in those sections parallel.

SP.20.05, Revision to the *Bylaws*, Part D.8 – Senate Committee on Educational Policy and *Standing Rule 13* – Formation, Termination, Separation, Transfer, Merger, Change in Status, and Renaming of Units

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Committee on Educational Policy considered the *Bylaws*, Part D.8 and *Standing Rule 13* pertaining to the committee. SP's discussion of the suggested revisions will be carried over to the 2021-2022 academic year.

SP.20.07, Revision to the *Bylaws*, Part E (Governing and Advisory Bodies) and Part F (Senate Representatives to Other Bodies)

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), SP will review the *Bylaws*, Part E and Part F to determine who is responsible for overseeing the duties/charges for each body and the relationship of each body to the Senate.

SP.20.23, Proposed Revisions to the *Statutes*, Article I, Section 5 – Chancellors and Vice Presidents, Article II, Section 3a(1) – Faculty Role in Governance, and Article III, Section 1g – The Campus

Current *Statutes* list those administrators who are in the direct line of responsibility for academic affairs: director or dean, provost (vice chancellor for academic affairs), chancellor/vice president, and president (Article II, Section 3a(1)). Chair or head of department, however, is not included in the list. Proposed revisions to that section add the department chair or head to that list.

Current *Statutes* specify that at least once every five years, there shall be performance evaluations of the dean of a college (Article III, Section 3b), the department chair (Article IV, Section 2a), the department head (Article IV, Section 3a), and the campus librarian (Article VI, Paragraph e). Performance evaluations of the chancellor/vice president and the vice chancellor for academic affairs, however, are not specified. Proposed revisions include adding a requirement for such an evaluation of the chancellor/vice president (Article 1, Section 5) and the vice chancellor for academic affairs (Article III, Section 1, Paragraph g) at least once every five years, in a manner to be determined by the senate of the university.

SP.20.25, Revision to the Senate Governing Documents Regarding Emergencies

The experience of dealing with the COVID-19 emergency has shown the need for the Senate *Constitution* and *Bylaws* to provide for dealing with such emergencies. This includes the definition of what situations constitute an emergency (e.g., declaration by the President of the United States, the Governor of Illinois, or the President of the University of Illinois System). It also includes the definition of any powers and authorities delegated to the Senate Executive Committee or to other Senate committees during such an emergency. Outside of emergencies, there is a need for the Senate's governing documents to provide for electronic participation in meetings of the Senate and Senate committees, which is currently completely absent from those documents. This effort will be carried over to the 2021-2022 academic year.

SP.21.05, Revision to the *Bylaws*, Part D.7 – Conference on Conduct Governance

In the final stages of reviewing SP.20.18, the Conference on Conduct Governance (CG) suggested that it would be clearer and more consistent with Senate nomenclature to change its name to the Senate Committee on the Student Code. SP will continue to consider this follow-up proposal as SP.21.05 into the 2021-2022 academic year.

SP.21.09, Revision to the *Bylaws*, Part F.5 (Evaluation of the Chancellor)

At its November 12, 2020 meeting, the University of Illinois Board of Trustees approved a package of revisions to the *Statutes*, ST-77 (previously appearing before our Senate as SP.19.01), which included revisions to Article I provisions that govern the review of University Chancellors, specifying a periodic “formal review” process distinct from the routine annual review of the chancellors. At its February 8, 2021 meeting, the Senate approved SC.21.08, a resolution designed to address this new formal review step and provide for future formal reviews of the Chancellor, directing SP to propose modifications to the Senate’s governing documents. SP identified passages in the *Bylaws*, Part F.5 that could be modified for this purpose and will continue work on this proposal into the 2021-2022 academic year.

SP.21.10, Revision to the *Bylaws*, Part D.1.c – Senate Executive Committee, Membership

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Executive Committee (SEC) proposed revisions to clarify its duties and membership, ultimately approved by the Senate as SP.20.06 and SP.21.01. During the Senate’s deliberations on SP.20.06, it was noted that the Senate would benefit from a Committee of

the Whole discussion on the membership of the SEC to gather Senate input about whether SP should pursue any changes to the membership of the SEC, as provided in the Bylaws, Part D.1.c.1. SP.21.10 served as the guiding document for an initial Committee of the Whole discussion conducted during the April 26, 2021 Senate meeting, and input collected from the Senate will inform SP's continued work on this proposal into the 2021-2022 academic year.

SP.21.11, Revision to the *Bylaws*, Part A.1 – Meetings (Speaker of the Senate)

Responding to the Report of the Eighth Senate Review Commission (XSR.19.01), both SP and the Committee on General University Policy (GP) discussed the most appropriate person to preside over Senate meetings, resulting in SP.20.17. Both committees determined that the Senate Executive Committee (SEC) Chair or the Chair's designee should serve as the presiding officer of Senate meetings. SP presented this revision to the *Bylaws*, Part A as SP.20.17, which was passed by the Senate at its November 16, 2020 meeting. During its deliberations, SP considered an additional possible option for the presiding officer of the Senate: an elected Speaker of the Senate. The Eighth Senate Review Commission noted a Speaker as a potential option, but SP determined that moving to a Speaker model would require some time and attention to the Senate's governing document. To gather input from the Senate on whether SP should continue pursuing a Speaker of the Senate model, SP.21.11 served as the guiding document for an initial Committee of the Whole discussion conducted during the April 26, 2021 Senate meeting, and input collected from the Senate will inform SP's continued work on this proposal into the 2021-2022 academic year.

UNIVERSITY STATUTES AND SENATE PROCEDURES

Shawn Gilmore, Chair

Terri Ciofalo

H. George Friedman

Michael Grossman

William Maher

Owen Skelding

Joyce Tolliver

Kelli Trei

Brent West

Jessica Mette, *ex officio*

Sharon Reynolds, *ex officio*

Jenny Roether, *ex officio*