

## FACULTY SENATE EXECUTIVE COMMITTEE

Tuesday, 19 September 2023  
4:00 p.m. – Via Zoom

### ACTION MINUTES

**MEMBERS PRESENT:** Julia Albarracin, Chair; Everett Hamner, Vice Chair; Denise Gravitt, Secretary  
**ALSO PRESENT:** Mark Mossman, Associate Provost; Jeremy Robinett, Parliamentarian; Annette Hamm, Faculty Senate Office Manager  
**GUESTS:** Troy Rhoades, Director, Facilities Management; Rich Filipink, Chair, CAGAS; Sarah Lawson, Registrar

1. *Council on Campus Planning and Usage Discussion –*

what kinds of things could be expanded to help faculty reach their students easier and improve student learning. Senator Gravitt remarked it might be worthwhile to survey faculty in each building on this question.

Mr. Rhoades would also like for CCPU to be more of a conduit back to other faculty; if Mr. Rhoades shares a report with CCPU, he would like for it to be more widely disseminated. He reiterated that CCPU worked through the reduction plan with Mr. Rhoades and identified a space to be taken offline, but when Facilities Management rolled out the suggestion to take Tillman down there was a lot of pushback and claims that no one had talked to faculty about this plan. He thinks this type of discussion should come back from CCPU to the Executive Committee, who should push it out to the rest of the faculty. He would have liked for more faculty to realize that this was discussed with faculty representatives and that there was good data and logic behind the decision. Senator Gravitt wonders if there was a time lag between the time taking Tillman offline was discussed and when it actually occurred. She added that faculty priorities post-COVID may also have gotten in the way of promoting this decision more widely.

Senator Hamner remarked that it sounds like not only is faculty involvement needed in the planning and decision making but also in the amplification of why decisions are made so that Mr. Rhoades is not left holding the proverbial bag. He asked if there is a faculty representative in every building on campus who could network with others in case there is a problem. Mr. Rhoades replied this might be a good thing, but currently there are building representatives through whom Facilities Management communicates and to whom individuals in the buildings can take concerns. For instance, if water needs to be turned off in a building, Facilities Management will send an email to everyone with occupancy in that building, but they will communicate more in depth with the building rep, who might convey information back about critical functions going on during that time or a special event that has already been scheduled. A list of building representatives can be found at [https://www.wiu.edu/facilities\\_management/represent.php](https://www.wiu.edu/facilities_management/represent.php).

Senator Hamner remarked that CCPU might be a council where biweekly or meetings on a regular basis may not

master plan update would be considerably more than one per semester, but those increased meetings could be scheduled upon commencement of a facility master plan update.

2. *Charge to CAGAS from May 2023 – Rich Filipink, Chair, CAGAS*

Chair Albarracin recalled that Trustee Polly Radosh asked the Executive Committee to call a special meeting on May 16, 2023, in order to express her concerns about WIU's enrollment and to request the committee to gather some information. She related that Trustee Radosh's main concern was the university accepting students with lower GPAs, and she asked for a cost-benefit analysis of what it costs WIU to accept these students who do not end up staying since retention is related to lower GPAs. In late spring, former Senate Chair Bill Thompson put together a charge for CAGAS based on the concerns and requests from Trustee Radosh, but Chair Albarrir.6 19 (i)6.3 (r.6 19

information that could be provided by the Registrar. Registrar Sarah Lawson replied that the information is not in the fact book but would not be information that is protected by FERPA as long as it is not tied directly to students.

Senator Gravitt remarked that moving the early warning timeline up may be great for freshmen but does not help her sophomore, junior, and senior students since their first exam typically occurs too late for the new early warning timeline. She wishes that instead of a blanket, across-the-board timeline there could be an alternate timeline for freshmen who need early intervention but not necessarily that soon for all levels of students. Dr. Filipink replied that is one of the reasons why he does not want CAGAS do conduct a study of the early warning system's effectiveness until there is more data available. He noted that the initial proposal from the administration was to move the timeline up to the fourth week, but CAGAS moved it back. He thinks, however, that it would be nearly impossible to parse out the early warning system among classes, with the exception of FYE and some 400-level courses, because, unless there are hard prerequisites, students can take courses whenever they wish. He noted that it is difficult to get some faculty to turn in early warning grades at all, and it would be nearly impossible to get them to do it multiple times during the semester; logically this might make sense, but practically it would not work.

Chair Albarracin said she would not object to dropping the entire charge. Dr. Filipink responded that (a)1-3 are things CAGAS should be tracking and the basis for an actual retention plan. These include (a)1, persistence rates broken down by GPA semester; (a)2, GPA of admitted students by race; (a)3, persistence rates broken down by gender. Dr. Filipink noted that since WIU does not use standardized testing any more for admissions, if GPA is to be used as a measure of student success then seeing how the rate breaks down by race and gender as regards persistence rates makes sense and is probably something that should be tracked. He thinks this kind of report would benefit Student Services and Academic Affairs when making retention plans going forward. Dr. Filipink also thinks looking at (b)12, early warning effectiveness, would make sense in a couple of years, but the other items would not really achieve what this charge aims to achieve.

Senator Gravitt asked if students are required to report their race, to which Registrar Lawson responded it is not mandatory on the application. Parliamentarian Robinett stated that the University Retention Committee has access to this history; data on minority retention for Fall 2017, 2018, and 2019 was used to determine that there is a problem at WIU with retention of black males. He added that these data exist through IPEDS, and Mr. Schuch would be able to pull together what has been shared. Dr. Filipink added that gender information should also be attainable in the same fashion. He reiterated that he is not advocating for eliminating the charge but for limiting it to something more actionable that makes more sense. Chair Albarracin said she would also like for (a)4 to be considered by CAGAS in addition to the first three items because she would like to see information on the reasons students leave the university. Registrar Lawson noted that the data already exists; when students complete a withdrawal form, there is space for comments, and this information is collected by the Office of Retention Initiatives. Dr. Filipink stated that in this case CAGAS could gather this information as well.

The Executive Committee voted unanimously to revise the charge to CAGAS to the first four items on the previous document and extend the deadline date to November 14.

### 3. *Discussion of attendance policies*

Chair Albarracin informed ExCo that the Provost is very interested in establishing an attendance policy that would make attendance mandatory in order to encourage more struggling students to attend classes. Chair Albarracin is a believer in having an attendance policy that would encourage students to attend; she usually accomplishes this through in-class assignments where if her students miss a Thursday class, they miss a lot of points as well as material that will be on their test. She uses this approach to keep a close eye on students in her First-Year Experience class to make sure they are attending and not falling through the cracks.

Parliamentarian Robinett asked if a recommendation for an attendance policy change would come from CAGAS or from Faculty Senate. Ms. Hamm responded that the university's current Policy on Grades and Class Attendance was generated by CAGAS, so a change to that policy would have to go through CAGAS for approval, then to Faculty Senate to approval, and finally to the President.





Parliamentarian Robinett related that he allows students three excused absences for any reason. He said that while everyone has anecdotal evidence about attendance in their classrooms, he wonders if there is any data from WIU that shows that students understand the importance of attendance as part of their success – not faculty’s interpretation but that of the students. He thinks it might be interesting to ask students how they understand attendance and to see whether they understand it in a different way. He asked if CAGAS is the body that would collect data like this. Dr. Filipink replied that CAGAS normally gets a charge from ExCo to help determine a policy but the council is not equipped to survey students to collect data. Registrar Lawson added that her office can look at the grades that students are getting but would not have information about whether faculty have an attendance policy for those classes. Dr. Filipink suggested that polling students about attendance may fall more under the Student Services division. He noted that over the past few years the emphasis was to get faculty to give

to make CITR more impactful and productive, and it was very clear at the end of the semester, after numerous meetings, that the Office of Distance Education and Support (ODES) and CITR had to be restructured.

Provost Zoghi noted that the university has struggled to acquire a new enterprise resource planning (ERP) system. When Provost Zoghi was hired, University Technology reported to the Provost's office, so for the past year he and Greg Kain have been working to make this happen. Provost Zoghi said an ERP is very expensive; the university will save money in the long run, but it will take several years. An attempt to use student fees to pay for the system was rejected by SGA. Provost Zoghi related that when the new Vice President for Finance



instructional design and best practices for teaching online, but technical issues with WesternOnline should be worked through with Brightspace.

Ms. Hamm asked what the plans are for the CITER Advisory Committee, to which Faculty Senate makes faculty appointments. Provost Zoghi responded his office plans to form a committee to see what was offered in the past, how that can be resurrected, and what kinds of support can be provided to faculty, short-term and long-term, in order to have a very robust infrastructure in place. Parliamentarian Robinett related that discussions have occurred about asking the CITER Advisory Committee to work with Ms. Sweet on a checklist she is creating for distance education courses. UPI President Patrick McGinty informed Parliamentarian Robinett that the UPI agreement calls for the union to have input on any distance education committee, so Dr. McGinty has volunteered to help with that effort. Ms. Hamm asked if the CITER Advisory Committee would still be involved

viUU9 (U{v)12.9 (o)sTc -0.00' (f)-1.6 (s)10.5ll )10.8 (T)-6.2 (r)-1.9 (av)12.9 (el)-2.6 ( A)6.w( H)17.52 (r)-1.d (n)2 ( )10.99  
fovo0 ffeier ccuentnssiing with tis.v1mivvn DcG76.dg 6 (e)u.s6 (h)d l (s)-2.3 (s)-2.k4.6 (t)-4.6 (t) f0l70. o-1. P (d(d9.6