

Chicago State University Faculty Senate  
Meeting Minutes  
Tuesday, September 3, 2024  
Via Zoom

Present: William Jason Raynovich (President), Amzie Moore (Vice President), Sarah Buck (Recording Secretary), Yashika Watkins (Corresponding Secretary), Anser Azim, Tatjana Petrova, Asmamaw Yimer, Austin Harton, Charlene Snelling, Dan Hrozencik, Michael Williams, Gabriel Gomez, Gayle Porter, Eddy Gaytan, Jubilee Dickson, Nicole Lavalais, Saleem Abuleil, Sarah Austin, Sonja Feist-Price (Provost), Soo Kang, Walid Al-Ghoul, Jon Patterson, Mohammad Newaz, Leslie Baker- Kimmons, Erica Reaves, Karen Witherspoon, Kristy Mardis

- A. Call to order 12:33
- B. Agenda
  - a. Approval of Agenda
  - b. Rules of the Day (**Appendix A**)
  - c. Watkins moved to approve the agenda, Azim seconded > approved by unanimous consent
- C. Approval of Minutes ([May 2024](#)) (Rec. Sec.)
  - a. Watkins moved to approve the minutes, Gaytan seconded > motion carried with three abstentions
- D. Senator Comments/Speeches
  - a. Tatjana Petrova
    - i. Petrova expressed concerns about environmental issues related to Douglas Hall (e.g., asbestos)
      - 1. Raynovich recommended the Buildings and Grounds committee address this
  - b. Jubilee Dickson (**Appendix G**)
    - i. Dickson referenced the letter from former CTRE director, Jackson Bartlett, in particular the section on technology fees. She indicated she has had many instances of technology problems in her classroom and has spent her own money on equipment
      - 1. Raynovich recommended the Tech committee address this

c. Sarah Austin

- i. The Union, the Provost, and the President have made significant contributions toward a faculty appreciation event and is requesting Faculty Senate also make a contribution. Will return to in New Business
- ii. Interested in hearing update of proposal for 360 Evaluations
  - 1. Raynovich noted there is no update (no movement) on this process

E. Provost Report (Provost)

- a. Introduction
- b. Question and Answer Session
  - i. Thank you to those who attended Faculty Institute Day
  - ii. 20 new faculty on campus
  - iii. University Strategic Planning Committee first meeting 9/3
  - iv. Interim Director for CTRE, Dr. Blakely (from College of Pharmacy)- circulating opportunities for faculty professional development
  - v. Ensuring grant information (internal and external) will be circulated across campus
  - vi. Raynovich and Provost will discuss issues raised above in Senator speeches

F. IBHE update (IBHE Representative)- Hrozencik

- a. Higher Education Funding Commission- bill not released to the public. Meetings will be held to discuss this funding bill: September 24 10am at Governors State (must register), Northern IL Oct 24, virtual meeting on November 13. Bill will not come up for a vote prior to the election. Will occur during veto session in December
- b. Discussion beginning regarding funding formula for Community Colleges
- c. Hrozencik elected to Vice-Chair
- d. Next meeting of Faculty Advisory Council at UIC in late September. Contact Hrozencik if interested in attending (open to public). Focusing on Higher Ed

funding, early college credit, faculty mental health, prior learning assessment, technology (AI), issues of equity

G. Student Success (Navigate 360)- Reaves

- a. Training occurring now
- b. Advisors have more access than faculty (and more to report)
  - i. Putting notes in about students, referrals to Counseling, progress reports on “high-touch” students (e.g., RISE students)
  - ii. Communicates with Banner
  - iii. Currently not entering midterm grades for Graduate Students

H. Associate Provost Presentation

- a. Inclusive Excellence Council (**Appendix B**)
  - i. All universities required to submit efforts on DEIA.
    1. Equity report submitted to IBHE
    2. Asked for Senators (or other interested faculty) to join the Equity Task Force
    3. Email [kmardis@csu.edu](mailto:kmardis@csu.edu) if interested
- b. CSU Universal Syllabus
  - i. Make sure your syllabus is named properly and the current template is being used (changes in Academic Warning and to Abilities Office location)
  - ii. Make sure your course description matches the catalog

I. Old Business

- a. Formal Evaluations of university offices and functions (**Appendix C**)
  - i. Addressed above
- b. Propose a Fund for Faculty to Hold Events at CSU Revised (**Appendix D**)
  - i. Raynovich will discuss with the Provost
- c. Room Reservation System (**Appendix E**)
  - i. No updates

J. Standing Committee Reports (Faculty Senate website has leadership and minutes for each committee)

- a. Executive Committee (Pres. of Faculty Senate)
  - i. Meet the Tuesday prior to Senate meetings
- b. Summer Committee
  - i. Summer 2024 - Report (**Appendix F**)
    - 1. Gayton moved to accept the report, Austin seconded > approved with four abstentions
- c. Rules and Operation Committee
  - i. Elections ([link](#))
    - 1. August elections
      - a. APERC
        - i. Arts and Sciences Running (RUNNING)
        - ii. Union appointment (COMPLETE)
      - b. Library
      - c. University elections
        - i. Honorary Doctorate Degree, 3 seats
      - d. University Personnel Committee
        - i. Arts and Sciences (RUNNING)
        - ii. Education, 2 seats (RUNNING)
        - iii. Business (RUNNING)
      - e. University Curriculum Coordinating Committee
        - i. Arts and Sciences, 2 seats (COMPLETE)
        - ii. Education (COMPLETE)
        - iii. Business (MISSING)
        - iv. Health Sciences and Pharmacy, 2 seats (ISSUE)
      - f. Parliamentarian
        - i. Dr. Islam voted in as Parliamentarian
    - 2. September elections
      - a. Grand Marshal (Unit A)
      - b. Honorary Degree Committee (Unit A)

## K. New Business

- a. Austin- Faculty Appreciation Dinner.
  - i. Moved that Senate contribute \$100 to the event, Kang seconded > Kang made a friendly amendment of contributing \$200 (accepted) > motion approved with 3 no, 1 abstention
  - ii. Library Sunroom, 3 piece quartet
  - iii. FS budget is \$1500 for AY

L. Watkins moved to adjourn, Azim seconded > approved by unanimous consent 1:55

# **Appendix A**

## **Rules of the Day**

1. All Senators and guests shall have their full name as their Zoom signature.
2. All Senators shall send a private direct message to the Corresponding Secretary, Prof. Gabrielle Toth, for purposes of taking attendance and census for voting and quorum.
3. Only those who are recognized by the President of Faculty Senate shall speak.
  - a. All Senators shall mute when not recognized.
4. Senators may speak on any Action at most twice during any action, the first time for two minutes and the second time for thirty seconds
5. To speak, a Senator shall put the “hand” up in the Zoom feature reactions.
6. All Action Items shall be voted on via Zoom polls.
  - a. Only Senators shall vote in the Zoom polls.
  - b. The polls shall be anonymous.
  - c. The Parliamentarian and the President of Faculty Senate shall unanimously agree that the tally is the sense of the Senate.

# Appendix B

[DRAFT link](#)

## **DRAFT- Charge for Inclusive Excellence Council**

Based on the guidance from the workgroup that drafted the IBHE Campus Equity Plan submitted in the summer of 2024, the Provost's Office is charging the development of an Inclusive Excellence Committee.

This committee would work to incorporate Diversity, Equity, Inclusion, and Accessibility into core practices across the University.

Core activities for the coming year as identified in CSU's IBHE Equity Report

- Determine Membership, including student membership
- Determine Purpose and Scope of Work
- Provide more structure to this work
- Refine and Implement the Equity Plan's Assessment Plan
- Develop a calendar and strategic plan with goals and metrics
- Align with all University, College, and Organizational sub-unit Strategic/Operational Plans
- Begin the process of identifying comparator institutions and future Communities of Practice
- Align this work with high impact practices as outlined by the Illinois Center on Education Equity

Once established, ongoing work of the committee may include:

- Developing CSU's working definition of equity and publish/formalize our equity statement through the website and internal communications
- Gather information about activities and supportive data that address CSU's Identified Areas of Excellence & Commitment:
  - High Percentage of Female Students
  - High percentage of Adult Learners (older students non-traditional)
    - Working Students
    - Student Parents & Caregivers
    - Part-time Students
  - High Transfer Student Population
  - Mission to Support African American Students
  - Supporting Students with Lower Incoming GPAs
  - Serving IL Students & Significant Tier 1 High Schools
  - Serving Low-income Students
- Gather assessment information, and identify and implement strategies to address CSU's Identified Areas of Opportunity:
  - Low Numbers of Male Students
  - Enhancing Supportive Programs for Adult Learners (older students & non-traditional learners)

- Enhancing Supportive Programs for Transfer Students
- Incoming Freshman Retention & Graduation Rates
- Latinx/e Enrollment Opportunities
- Improve Partnerships and Pathways for Illinois Public High Schools
- Additional Supportive Programs for Students with Lower Incoming GPAs
- Improve On Time Graduation Rates for Low-income Students
- Post-Graduation Job Placement and Connection to Additional Education
- Additional Supportive Programs for LGBTQAI2S+ Students
- Additional Supportive Programs for International Students
- Additional Supportive Programs for students with disabilities
- Highlighting DEIA efforts at major University Events
- Promoting DEIA at faculty, staff, and student professional development events
- Develop and implement a strategy for sharing DEIA efforts and CSU's Equity Report with the campus community

This committee would partner with various key stakeholders (such as, but not limited to, the University Accreditation Steering Committee, the Center for Educational Equity, and the Strategic Planning Committee, among others)

Membership of the Committee should include representation from various university units, not limited to:

- Admissions (UG & Grad)
- Athletics
- Campus Police
- LGBTQAI2S+ Programming Staff/Faculty
- Faculty & Staff
- Global Engagement Office
- Human Resources
- IER
- Provost's Office
- Student Affairs
- Student Success
- Students (both graduate and undergraduate, domestic and international)
- Wellness Center

# Appendix C

**Senate Committee:** N/A

**Senate Meeting Date for Consideration:** 4/2/2024

**Title:** Formal Evaluations of university offices and functions

**Chair/Sponsor:** Sarah Austin

**Co-Sponsor:** Olanipekun Laosebikan

## **Proposed Action**

**Context/Rationale:** The work of the faculty as teachers, researchers, providers of university service and as employees is often reliant the support of a range of different offices and functions within the university (CTRE, Contract Administration, HR, room reservations, procurement etc.). Our work is affected by academic leaders including department chairs, deans, the provost and the university president.. While the university has used a 360 evaluation process in the past, currently, faculty do not have formal opportunities to provide feedback to these vital functions of the university.

**Exact Language of the Proposed Action:** Faculty senate recommends that administration develop and implement mechanisms for faculty to provide regularly scheduled, formal evaluations of university offices and functions. This would include faculty eval/feedback to departments on campus that support faculty as employees, educators, researchers, etc. and also a return to the use of a formal 360 evaluation process in which faculty are invited to provide feedback to university leadership.

# Appendix C

**Senate Meeting Date for Consideration:** 5/7/2023

**Title:** Faculty Senate 2023-2024 End of Year Report

During the 2023-2024 Academic Year, the Faculty Senate participated in shared governance at the university. The President and Vice-President of the Faculty Senate met with the President of the University and a staff member nine times on a regular monthly schedule. The President of the Faculty Senate met with the Provost eleven times. Throughout the Academic Year, the Administration engaged the Faculty Senate, through the Faculty Senate President, to appoint faculty to university-wide committees including but not limited to our recommendation for the co-chair of the Provost Search Committee, appointments to the committees for other VP positions, and two appointments to an ad hoc University Faculty and Administration Culture Committee. Lastly, beyond regular functions of the Senate of approving minutes and conducting elections of the Faculty Senate, the Senate approved fifteen submitted Actions with recommendations sent to the Provost and/or the President supporting university function and faculty needs.

A link to the living document with our Actions is included here:

[https://docs.google.com/spreadsheets/d/1qLwhcZAdxVj4EcDBrSe1LY5SQYIQTqE2eN\\_fuEOXCIE/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1qLwhcZAdxVj4EcDBrSe1LY5SQYIQTqE2eN_fuEOXCIE/edit?usp=sharing)

A pdf of the Actions memorialized is included at the end of this document.

The Title of Actions (with status) are included below:

Summer Committee - 2023 Report - APPROVED 9/5/2023

Fall 2023 - AI statement - APPROVED 9/5/2023

Faculty CUE Loads - APPROVED 10/3/2023

Faculty Morale & Mental Health Committee Report - APPROVED 10/3/2023

Proposed Bird Collision Prevention Policy at CSU - APPROVED 11/7/2023

Bookstore Training Resource - APPROVED 12/5/2023

Faculty Senate of Chicago State University demand a cease fire in the Israel/Gaza armed conflict of October 7, 2023 - APPROVED 12/5/2023

Teach-in on Israel and Palestine: Conflict, Coloniality and Context - APPROVED 12/5/2023

Faculty Senate Co-sponsorship of FRACA event - TABLED (EXEC. COMM.)

Need to overhaul the room reservation system - Sent to Buildings and Grounds Committee

Midterm Progress Report Policy - APPROVED 3/12/2024

Grant monies to the departments - APPROVED 3/12/2024

Senator Eligibility Clarification - APPROVED 3/12/2024

Opportunities for Faculty to provide Evaluation/Feedback - APPROVED 4/2/2024

Propose a Fund for Faculty to Hold Events at CSU - CONSIDERED 5/7/2024

Room Reservation System at CSU - CONSIDERED 5/7/2024

The Faculty Senate had 28% of Senators sponsor/co-sponsor Actions reflecting diversity in leadership from the body. A few of the Actions had serious debate with the issue regarding Faculty CUE loads having extended the debate from our standard ten minutes with differing opinions shared during open session.

To highlight some of the accomplishments of the Faculty Senate, the body passed actions improving our academic procedures including a statement on AI usage for students, bookstore issues, and revisions on our midterm grade reporting via the Academic Affairs Committee. The Faculty Senate recognizes the work of this important committee for the academic endeavors of the University. The Buildings and Grounds Committee considered important issues including a new policy regarding bird collision deaths and improvements in our university room reservation systems. Independent Senator motions were considered by the body, which suggests a collaborative engaged body, including motions in support of faculty perspective of a request to allocate funds to Departments for travel to conferences and support for a Teach-in on Israel and Palestine.

During the Spring 2023 semester, an ad hoc committee developed and disseminated a Qualtrics survey for faculty to complete on the Mental Health and Morale of faculty on campus. During the Fall 2023, the ad hoc committee wrote an eleven page report which interpreted the findings which included four recommendations:

1. Include faculty on important University decisions using the best practices of shared governance.
2. Directly listen to faculty concerns and be available for conversations and open to feedback by opening communication channels between faculty and administration
3. Show faculty they are valued by maintaining their workspaces (classrooms, facilities, labs, etc.) and providing opportunities for growth and connectivity
4. Provide financial support for research and creative activities at the Department level so that every Unit A Faculty member has access to funds for things such as conference travel, printing/materials, membership fees, etc.

The full report can be found here: [Faculty Senate Report on Faculty Mental Health and Morale](#)

Below you should find each Action Item and the Current Status as determined by the Faculty Senate President.

Respectfully submitted by William Jason Raynovich, Faculty Senate President (2022-2024) on May 7, 2024.

## Appendix C.a

**Title:** Fall 2023 - AI statement

**Senate Committee:** Summer Committee

**Senate Meeting Date for Consideration:** 8/5/2023

### **Proposed Action**

**Context/Rationale:** Affirmation of the AI statement for the Fall 2023 syllabus which reads:

AI Usage Statement Use of AI and technology sites, including but not limited to openai.com (such as ChatGPT) and deepai.org, can only be used with written indication from the faculty member who is teaching this course. Student work shall still be original, and the use of AI technology when not directly permitted by the faculty member will be considered academic misconduct. Please refer to the CSU Student Code of Conduct (code), especially with regard to 1. Cheating and 7. Non-original Works.

**Exact Language of the Proposed Action:** The Faculty Senate affirms the Fall 2023 - Summer Committee's addition to the syllabus template which was approved through collaboration with the Provost.

**PASSED, IMPLEMENTED, CLOSED**

## Appendix C.b

**Senate Committee** Academic Affairs Committee

**Senate Meeting Date for Consideration** 10/3/2023

### **Proposed Action**

**Context/Rationale:** The current contract states the following: “No more than 36 CUEs may be assigned over a 9 month period, 40 CUEs over a 10 month period, 44 CUEs over an 11 month period or 48 CUEs over a 12 month period. However, an assignment in excess of these upper limits may be made for program need.” Yet, programs are being told that all teaching faculty must be held to 24 cues. This suggests that classes needed above this must be cut or taught by adjuncts.

The Academic Affairs Committee wishes to express concern about this policy for the following reasons:

1. It may affect the quality of the education received by CSU students when courses are not taught by full-time faculty in their major. Best practice is to use full-time faculty for majors courses and/or upper level courses.
2. It violates contract language.

**Exact Language of the Proposed Action:** There is contradictory information regarding the maximum number of CUEs that teaching faculty are being allowed to teach each academic year; therefore, we are requesting written clarification regarding the CUE limit for faculty in all departments.

**PASSED, SENT TO ADMINISTRATION, and CLOSED**

## Appendix C.c

**Senate Committee** ad hoc Committee - Faculty Morale and Mental Health

**Senate Meeting Date for Consideration** 10/3/2023

### Proposed Action

**Context/Rationale:** To ensure transparency with the current relationship between Faculty and Administration, it is imperative that the data be presented as collected in May 2023. Another collection of data would potentially distort the survey.

**Exact Language of the Proposed Action:** We propose that the data from the Faculty Mental Health & Morale Committee's May 2023 survey of Faculty be presented and our ad hoc Committee's charge would conclude after our final report.

**PASSED, SENT TO ADMINISTRATION, and CLOSED**

## Appendix C.d

**Senate Committee** Buildings and Grounds

**Senate Meeting Date for Consideration** 11/7/2023

### **Proposed Action**

**Context/Rationale:** Multiple dead birds have been sited on the CSU campus near buildings during migration seasons (spring and fall) at least two years in a row. Faculty member Dr. Megan Garfinkel and her Ecology class have collected and identified 13 species of birds this semester. Dr. Garfinkel and retired geography professor Dr. Halpin suggested a few temporary solutions that would address the issue, including dotted sheets for windows and/or temporary markings. V.P. of Facilities Mike Holmes has given the Committee permission to use temporary solutions; however, the committee serves in an advisory capacity. The committee is willing to coordinate with the Facilities department to enact needed changes. Attached below is a bird safety document from UIC for reference.

[https://drive.google.com/file/d/1a2VM-FQljVmep706zdrASFuZDJl\\_27ET/view](https://drive.google.com/file/d/1a2VM-FQljVmep706zdrASFuZDJl_27ET/view)

It is possible that the appropriate faculty, i.e., Dr. Megan Garfinkel and some of her students would be able to assist the said Facilities department in that effort..

**Exact Language of the Proposed Action:** The Buildings and Grounds committee recommends a Bird Collision Prevention policy on the CSU campus and endorsement from the Faculty Senate to create such a policy in coordination with the Physical Facilities Planning and Management (PFPM) department

The Buildings and Grounds committee will advise the V.P. of Facilities on policies and actions for addressing bird collisions on campus mainly during migrations in spring and fall;. The V.P. of Facilities and the staff of Facilities will be responsible to enact and implement the changes to existing campus buildings and for new buildings that are being constructed.

The Faculty Senate recommends the V.P. of Facilities works with Dr. Megan Garfinkel and her students to assist the Facilities Department in reducing bird deaths during the 2023-2024 Academic Year.

**PASSED, IMPLEMENTED, AND CLOSED**

## Appendix C.e

**Senate Committee**      Executive Committee

**Senate Meeting Date for Consideration**      12/5/2023

**Sponsor:** Sarah Buck

**Co-Sponsor:** Yashka Watkins

### **Proposed Action**

**Context/Rationale:** Faculty bookstore submissions need to be at 100%. To provide maximum participation in Bookstore orders, the Executive Committee recommends the Faculty Senate support the following motion.

**Exact Language of the Proposed Action:** The Faculty Senate recommends the Administration provide an asynchronous training video/powerpoint presentation to all faculty at Chicago State University for the University's eFollett Bookstore for best practices in Academic Success by January 3, 2023 and keeps the presentation updated each semester.

**PASSED, IMPLEMENTED, TRAINING OCCURRED IN APRIL 2024, and CLOSED**

## Appendix C.f

From Faculty Senate minutes 12/5/2023

- a. Al-Ghoul motioned for Faculty Senate of Chicago State University demand a cease fire in the Israel/Gaza armed conflict of October 7, 2023, Toth seconded
  - > motion carried 13 yes, 2 no, 1 abstention
    - i. Statement will be drafted by an ad-hoc committee created by Raynovich and submitted to Raynovich by EOD 12/12. Senators must discuss with their colleagues for feedback. Vote will be asynchronous online.

**PASSED, ad hoc Committee DRAFTED STATEMENT, SENT TO PRESIDENT OF UNIVERSITY, and CLOSED**

## Appendix C.g

**Senate Committee:** N/A

**Senate Meeting Date for Consideration:** 2/6/2023

**Sponsor:** Olanipekun Laosebikan

**Co-Sponsor:** Jubilee Dickson

### Proposed Action

**Context/Rationale:** The Faculty Research and Creative Activities (FRACA) group is requesting sponsorship and support in the amount of \$200 from the Faculty senate for its April 19, 2024 meeting. FRACA works to bring faculty and staff together to network and collaborate around research and creative activities. We host monthly sessions where faculty and staff present their work to the campus community. We are requesting funds to support our April 19th, 2024 event. We are inviting an external speaker who will address the importance of faculty research and creative activities. It is important to note that FRACA is an initiative created by faculty members. It is not financially supported by any university units. Support from the Faculty Senate is important to foster initiatives like FRACA.

**Exact Language of the Proposed Action:** The Faculty Research and Creative Activities (FRACA) group is requesting sponsorship and support in the amount of \$200 from the Faculty senate for its April 19, 2024 meeting.

**DENIED AS FRACA IS NOT PART OF FACULTY SENATE, DECIDED BY EXECUTIVE COMMITTEE**

## Appendix C.g

**Senate Committee:** N/A

**Sponsor:** Olanipekun Laosebikan

**Co-Sponsor:** Jubilee Dickson

### Proposed Action

**Context/Rationale:** The current room reservation system is dysfunctional and it's preventing faculty and students from holding events on campus.

**Exact Language of the Proposed Action:** The current room reservation system is dysfunctional and it's preventing faculty and students from holding events on campus. Campus events are important and necessary for an active, vibrant campus. We have empty rooms all over campus that are sitting unused because of the various barriers to successfully reserving a room. We want the faculty senate to push the administration to overhaul the system. The current barriers are the need for a campus line of funding to even make the request, an outdated and ineffective form process, and the lack of access to ad astra software. CSU pays for the use of a scheduling software that currently only a limited number of people have access to. If all faculty and student orgs also had access to view which rooms are scheduled when, the process of planning for events and requesting room reservations would be smoother. And if the form was online, perhaps through Adobe sign or some other system, there would likely be fewer holdups.

**SENT TO BUILDINGS AND GROUNDS COMMITTEE FOR CONSIDERATION,  
BEING CONSIDERED AT 05/07/2024 SESSION**

## **Appendix C.h**

**Senate Committee:** N/A

**Senate Meeting Date for Consideration:** 2/6/2023

**Sponsor:** Olanipekun Laosebikan

**Co-Sponsor:** Jubilee Dickson

### **Proposed Action**

**Context/Rationale:** This event aims to provide Chicago State University students and faculty with an opportunity to learn about the historical background to the current conflict in the Middle East and gain an understanding of political theory as it relates to global conflicts. The event will illustrate connections between regional and international governments and political movements.

**Exact Language of the Proposed Action:** The Faculty Senate supports the Teach-in session: Israel and Palestine: Conflict, Colonialism, Context.

**PASSED, IMPLEMENTED, AND CLOSED**

## **Appendix C.i**

**Senate Committee:** Academic Affairs Committee

**Senate Meeting Date for Consideration:** 3/12/2023

**Title: Midterm Progress Report Policy**

**Chair/Sponsor:** Sarah Buck

**Co-Sponsor:** ?

### **Proposed Action**

**Context/Rationale:** The Provost's Office requested the committee to review and update the Academic Warnings policy to be more beneficial and transparent for the student.

**Exact Language of the Proposed Action:** Faculty will provide a midterm progress report during the 6th week (for 12 week classes) and 8th week (for 16 week classes) for all undergraduate and graduate students. Faculty will have the ability to trigger an alert through the Early Alert system at any time for concerns, including, but not limited to missed classes, missing homework, exam. These alerts will be sent to advisors and to the student for follow-up.

**PASSED, IMPLEMENTED, AND CLOSED**

## Appendix C.j

**Senate Committee:** Rules and Operations

**Senate Meeting Date for Consideration:** 3/12/2023

**Title:** Senator Eligibility Clarification

**Sponsor:** Sarah Austin

**Co-Sponsor:** Yashika Watkins

### Proposed Action

**Context/Rationale:** The ROC was asked to consider the rules for eligibility for Senate elections. Included below is information relevant to the recommendation of the Rules and Operations Committee.

Bylaws LInk: [Cons&Bylaws](#)

Elections Policy Link: [Election Policy](#)

“Article II.1.a) Elected Senators shall have been Unit A faculty members who have completed their first probationary year prior to the term in which the election is held.”

Whereas, the rule as written would imply that all Unit A faculty would be eligible to run for an election for Senate who started in August of the Academic Year of election, and

Whereas, the Faculty Senate seems to suggest that there should be some restriction to eligibility to serve, and

Whereas, the word "completed" is not defined.

**Exact Language of the Proposed Action:** The Faculty Senate defines “completed” for the bylaws regarding eligibility as follows:

The faculty member must have received a letter from the President confirming retention for their first year at Chicago State University and completed twelve months of service to Chicago State University prior to the creation of the ballot. Excluding special elections to fill a Senate seat, the functional deadline will be March 15 of every year, as elections are to be completed by April 1 as dictated by the Senate Elections document.

**PASSED, IMPLEMENTED, AND CLOSED**

## Appendix C.k

**Senate Committee:** N/A

**Senate Meeting Date for Consideration:** 3/12/2023

**Title:** Grant monies to the departments

**Sponsor:** Soo Kang

**Co-Sponsor:** Olanipekun Laosebikan

### Proposed Action

**Context/Rationale:** In November 2023, the Faculty Senate approved the Faculty Mental Health Report. The last recommendation was “provide financial support for research and creative activities at the Department level so that every Unit A Faculty member has access to funds for things such as conference travel, printing/materials, membership fees, etc.” Even with limited resources, CSU faculty members continue to produce quality research, however, there is now an added pressure with the dedication of cues specifically for research as per the new contract to demonstrate and evidence the products of their scholarly and creative activities.

One of the critical parts of the research process is presenting the new discovery, insights, and materials in a conference or symposium to the peers in the field to validate and receive critical feedback. Usually such public presentation precedes publication, as the input from the scholarly community further shapes and improves the research. Most universities provide funds to colleges or departments to sponsor and pay for the expenses of a faculty member who presents his/her research in a competitive scholarly venue. Faculty members should not have to apply for a grant every time they are invited to speak, perform or demonstrate their research/creative activities at a critically significant gathering of their peers in their fields.

For more than fifteen years, funding for CSU faculty to travel to conferences has been offered primarily via grants through the Center for Teaching and Research Excellence (CTRE). As a result of sustained and comprehensive conversations about best practices for faculty research, the CTRE Advisory Board strongly believes the financial support for conference participation should be determined by the individual departments and not the CTRE. As it is the common practice in the academia, the decision to fund a participatory engagement should be the responsibility and privilege of each department where expertise on the research topics and merits of the conference/symposium/professional events reside. The University should direct a portion of the funds designated for faculty research to each department with a transparent and equitable

process to support 1-2 of its faculty members each year for conference presentation. Depending on the amount each participant asks for, each department may be able to fund an additional faculty member or may request more funds from the administration, if there are funds left for research support.

With this new, proposed process, faculty members across the campus will have tangibly support and will be encouraged to further their research and creative activities. The CTRE Advisory Board believes it will also bring more visibility and publicity to all the ongoing vital research CSU faculty is engaging in.

**Exact Language of the Proposed Action:** Faculty Senate recommends that the University distributes the portion of the grant monies that is allocated to the CTRE directly to the individual departments to fund faculty members who have been invited to speak, lead or perform in peer-reviewed conferences or symposiums or other significant scholarly venues.

**PASSED, NO DECISION HAS BEEN REPORTED TO FACULTY SENATE, AND OPEN**

## **Appendix C.1**

**Senate Committee:** N/A

**Senate Meeting Date for Consideration:** 4/2/2024

**Title:** Formal Evaluations of university offices and functions

**Chair/Sponsor:** Sarah Austin

**Co-Sponsor:** Olanipekun Laosebikan

### **Proposed Action**

**Context/Rationale:** The work of the faculty as teachers, researchers, providers of university service and as employees is often reliant on the support of a range of different offices and functions within the university (CTRE, Contract Administration, HR, room reservations, procurement etc.). Our work is affected by academic leaders including department chairs, deans, the provost and the university president.. While the university has used a 360 evaluation process in the past, currently, faculty do not have formal opportunities to provide feedback to these vital functions of the university.

**Exact Language of the Proposed Action:** Faculty senate recommends that administration develop and implement mechanisms for faculty to provide regularly scheduled, formal evaluations of university offices and functions. This would include faculty eval/feedback to departments on campus that support faculty as employees, educators, researchers, etc. and also a return to the use of a formal 360 evaluation process in which faculty are invited to provide feedback to university leadership.

**PASSED, NO DECISION HAS BEEN REPORTED TO FACULTY SENATE, AND OPEN**

# Appendix C.m

**Senate Meeting Date for Consideration:** 5/7/2023

**Title:** Propose a Fund for Faculty to Hold Events at CSU Revised

**Committee:** Buildings and Grounds

**Sponsor:** Dr. Jubilee Dickson

**Co-Sponsor:** Dr. Olanipekun Laosebikan

## Proposed Action

**Context/Rationale:** Currently, a major obstacle to campus event planning is the requirement for an official CSU funding account to reserve rooms. This mandate poses a significant barrier for faculty, staff, and students seeking to organize events outside traditional parameters.

While the rationale behind this requirement is allegedly related to accountability for after-hours events and post-event clean-up, it fails to consider alternative means of ensuring responsibility. In addition, the existing system often overlooks cleanliness concerns, rendering the requirement unjustifiable.

Considering these challenges, the mandatory funding account stipulation serves as a hindrance rather than a facilitator of campus activity for diverse stakeholders.

Therefore, the Buildings and Grounds Committee advocates for the creation of a more inclusive system that eliminates this unnecessary funding account requirement, thereby fostering greater accessibility and engagement in campus events for all members of the CSU community thereby fostering a stronger university community.

**Exact Language of the Proposed Action:** The Buildings and Grounds Committee of the Faculty Senate endorses a proposal advocating for the establishment of a separate fund to facilitate faculty-led events at CSU, including those involving students.

**FOR DEBATE ON 05/07/2024**

# Appendix C.n

**Senate Meeting Date for Consideration:** 5/7/2023

**Title:** Room Reservation System at CSU

**Committee:** Buildings and Grounds

**Sponsor:** Dr. Olanipekun Laosebikan

**Co-Sponsor:** Dr. Jubilee Dickson

## Proposed Action

### **Context/Rationale:**

Barriers include the need for campus funding, an outdated form process, and limited access to scheduling software. The room reservation process faces several key issues:

1. No master calendar of events causes confusion and wasted effort.
2. Lack of responsiveness from the Office of Meetings & Events (OME) leads to repeated follow-ups.
3. Outdated, inefficient form process contributes to frustration.
4. Multiple separate forms for related requests add unnecessary complexity.
5. Unclear instructions exacerbate confusion.
6. Requirement for a funding account creates barriers for scheduling events.

### Faculty Senate Recommendations:

1. Implement a comprehensive event calendar using existing software.
2. Provide clear, concise instructions for the reservation process.
3. Streamline to one online form, facilitating communication and tracking.
4. Reduce response time to requesters regarding room availability.
5. Allow requesters to reuse existing forms if the desired room is not available.
6. Reconsider or revise the funding account requirement.

7. Consider additional staffing or restructuring if the workload is unmanageable.

**Exact Language of the Proposed Action:** The current room reservation system hinders faculty and student events on campus. We urge the Administration to create an efficient online system using scheduling software for room reservations. All faculty and student organizations should have access to scheduling software which would streamline event planning and help promote an engaged university community.

**FOR DEBATE ON 05/07/2024**



Transmitter	Type of Action Taken	Date of Action Taken	Summary of the Action Taken (Excludes Criminal and Civil Actions by Criminal Procedure Committee)	Comments on the Action Taken	Comments on the Proposed Action	Proposed Action to be Taken in Response to the Action Taken	Source of Proposed Action	Administrative Review Requested
470201010012 - State of Minnesota	ADDITION	08/01/2011	Administrative Action - Add/Change	Minnesota Department of Health	Minnesota Department of Health	Minnesota Department of Health	Minnesota Department of Health	No

# Appendix D

**Senate Meeting Date for Consideration:** 5/7/2023

**Title:** Propose a Fund for Faculty to Hold Events at CSU Revised

**Committee:** Buildings and Grounds

**Sponsor:** Dr. Jubilee Dickson

**Co-Sponsor:** Dr. Olanipekun Laosebikan

## Proposed Action

**Context/Rationale:** Currently, a major obstacle to campus event planning is the requirement for an official CSU funding account to reserve rooms. This mandate poses a significant barrier for faculty, staff, and students seeking to organize events outside traditional parameters.

While the rationale behind this requirement is allegedly related to accountability for after-hours events and post-event clean-up, it fails to consider alternative means of ensuring responsibility. In addition, the existing system often overlooks cleanliness concerns, rendering the requirement unjustifiable.

Considering these challenges, the mandatory funding account stipulation serves as a hindrance rather than a facilitator of campus activity for diverse stakeholders.

Therefore, the Buildings and Grounds Committee advocates for the creation of a more inclusive system that eliminates this unnecessary funding account requirement, thereby fostering greater accessibility and engagement in campus events for all members of the CSU community thereby fostering a stronger university community.

**Exact Language of the Proposed Action:** The Buildings and Grounds Committee of the Faculty Senate endorses a proposal advocating for the establishment of a separate fund to facilitate faculty-led events at CSU, including those involving students.

# Appendix E

**Senate Meeting Date for Consideration:** 5/7/2023

**Title:** Room Reservation System at CSU

**Committee:** Buildings and Grounds

**Sponsor:** Dr. Olanipekun Laosebikan

**Co-Sponsor:** Dr. Jubilee Dickson

## Proposed Action

### **Context/Rationale:**

Barriers include the need for campus funding, an outdated form process, and limited access to scheduling software. The room reservation process faces several key issues:

1. No master calendar of events causes confusion and wasted effort.
2. Lack of responsiveness from the Office of Meetings & Events (OME) leads to repeated follow-ups.
3. Outdated, inefficient form process contributes to frustration.
4. Multiple separate forms for related requests add unnecessary complexity.
5. Unclear instructions exacerbate confusion.
6. Requirement for a funding account creates barriers for scheduling events.

### Faculty Senate Recommendations:

1. Implement a comprehensive event calendar using existing software.
2. Provide clear, concise instructions for the reservation process.
3. Streamline to one online form, facilitating communication and tracking.
4. Reduce response time to requesters regarding room availability.
5. Allow requesters to reuse existing forms if the desired room is not available.
6. Reconsider or revise the funding account requirement.

7. Consider additional staffing or restructuring if the workload is unmanageable.

**Exact Language of the Proposed Action:** The current room reservation system hinders faculty and student events on campus. We urge the Administration to create an efficient online system using scheduling software for room reservations. All faculty and student organizations should have access to scheduling software which would streamline event planning and help promote an engaged university community.

# Appendix F

**Senate Meeting Date for Consideration:** 9/3/2024

**Title:** Summer Committee Report 2024

**Committee:** Summer Committee

## Proposed Action

### **Context/Rationale:**

To inform the Senators of the activities of the Summer Committee.

### Summer Committee 2024 Report

To: Faculty Senate

From: William Jason Raynovich, Chair of Summer Committee

Date: September 3, 2024

Re: Summer Committee Report - 2024

The Summer Committee met four times and held a Listening Session with the College of Education faculty and staff during the summer of 2024.

We had two main topics of concern that were brought to the Summer Committee's attention.

1. A letter of resignation from Dr. Jackson Bartlett
2. Concerns of shared governance and morale in the College of Education

I want to highlight the activities of the Committee.

In our deliberations, we:

1. agreed to hold a special Summer Committee session at the end of June 2024 with Dr. Roundtree to discuss the content of the resignation letter,
2. held a session in early July with the Dr. Feist-Price, after she formally became the Provost,
3. held a Listening Session with the Provost, Union President, and faculty and staff from the College of Education to discuss concerns within the College of Education,
4. and the Summer Committee received a verbal report from the President of Faculty Senate/Chair of the Summer Committee on the meetings with the President of the University.

The committee had active participation by all members of the committee, including Eddy Gaytan, Sarah Austin, Tekleab Gala, Yashika Watkins, Sarah Buck, Amzie Moore, and Olanipekun Laosebikan. I personally want to thank all of the aforementioned members of the committee for their diligent work on the committee.

Respectfully submitted by William Jason Raynovich..

**Exact Language of the Proposed Action:** The Faculty Senate accepts the 2024 Summer Committee report.

# Appendix G

## SENATOR SPEECH

For those of you who may not be aware, our previous director of the CTRE, Jackson Bartlett, resigned over the summer. His responsibilities at CSU included directing the Center for Teaching and Research Excellence and also overseeing the Office of Online Instruction and Technology. Upon resigning, he sent a letter of resignation to the CTRE Faculty Advisory Board, and in that letter, he made several alarming claims about how money is being spent and allocated in those departments that he managed. I wanted to rise to speak today to address one of the most concerning claims that he made in his letter of resignation, regarding student technology fees.

The mandatory student technology fees are collected from each student each semester, and then that revenue is split between the Library, IT, and CTRE/OOIT (the departments he directed). However, according to this letter, even as the technology fee has increased “significantly” for students in recent years, “nearly two million dollars in unspent funds have piled up in the claim-on-cash interfund.” An amount which is “more than twelve times annual expenses (or twelve years of reserves) even after our ed tech upgrades.” The letter also included claims that there have been efforts at “covering this up” in reference to the amount and availability of those funds. Furthermore, Jackson alleged that his proposals to use these funds were repeatedly denied. For example, one proposal was to use existing funds to upgrade classrooms to full hybrid capability. The letter claims that “We have the money to upgrade twenty classrooms today, and twenty more next year.”

As a faculty member who regularly encounters technological challenges in the classroom, the claims in this letter are very concerning to me personally. I have had to use my own personal hotspot in order to have internet access in my classroom. There were times when I had to run around the building trying to find a portable projector to borrow after I got to my classroom and found the installed projector was out of order. I have used my personal funds to buy equipment to use in the classroom, such as smart boards, for increasing learning. And I’m sure we all have examples such as these.

I am bringing this up today because I think the Faculty Senate should demand accountability and transparency in how the student technology fees are being used.

Thank you,

Jubilee Dickson