

Chicago State University Faculty Senate  
Meeting Minutes  
February 6, 2023

12:30-2

[Zoom Link](#)

Present: William Jason Raynovich (President), Yashika Watkins (Vice President), Gabrielle Toth (Corresponding Secretary), Sarah Buck (Recording Secretary), Eddy Gaytan, Nadeem Fazal, Concetta Williams, Liefu Jjiang, Gayle Porter, Dan Hrozencik, Walid Al-Ghoul, Patricia Steinhaus, Mohammad Newaz, Tekleab Gala, Gabriel Gomez, Olanipekun Laosebikan, Soo Kang, Austin Harton, Mohammad Salahuddin, Leslie Baker Kimmons, Deborah Harper Brown, Zafar Bokhari, Joanna Kolendo, Karen Witherspoon, Jubilee Dickson, Leslie Roundtree, Byung-In Seo

- A. Call to order 12:30
- B. Agenda
  - a. Approval of Agenda
    - i. Toth moved to approve, Gaytan seconded > approved by unanimous consent
  - b. Action Item: Approval Rules of the Day (**Appendix A**)
    - i. Watkins moved to approve, Gaytan seconded > approved by unanimous consent
- C. Approval of December Minutes ([December 2022 minutes](#)) (Rec. Sec.)
  - a. Watkins moved to approve, Newaz seconded > motion carried with one abstention
- D. Senator Comments/Speeches- None
- E. Provost Report (Dr. Roundtree)
  - a. HLC Assurance document submitted on time (as well as Federal Compliance Report). Document will be posted. Visit = 1.5 days. Will have open sessions in afternoon on February 27 for faculty and staff (coordinated around the standards).
  - b. Holding a staff focus group and a meeting with students to educate about the visit

- c. Budget hearings in late March with legislators. Have received congressional funding for improving CMAT/theater space in addition to other areas. Have also received additional funds for transfer students to support their completion
  - d. New hires: CTRE director (March 1), HR director (February 16)
- F. Standing Committee Reports
- a. Executive Committee (Pres. of Faculty Senate)
    - i. Faculty Senate Constitution and Bylaws (**Appendix B**)
      - 1. Rules and Operation and Shared Governance committees deliberated on the memo sent by the President. Asked to contact members of the Ad Hoc committee for the Constitution and Bylaws
    - ii. Statement of Support for Student Athlete Progress Reports
      - 1. Motion from Board of Athletic Advisors (strive to attain 100% completion))
    - iii. University Budget Committee Open Seat
      - 1. Nominations will be solicited for an election to fill the seat
  - b. Academic and Student Affairs (Chair)
    - i. New catalog language for Math/Eng Placement Exams (**Appendix C**)
      - 1. Report serves as a motion, Bokhari seconded > motion carried with two abstentions
  - c. Research Committee (Senator)
    - i. CTRE Grant Budget (**Appendix D**)
      - 1. Laosebikan moves to approve action item, Toth seconded > motion carried with two abstentions
    - ii. CTRE Grant Disclosure (**Appendix E**)
      - 1. Laosebikan moves to approve action item, Dickson seconded > motion passed with one no and one abstention
- G. Other Reports
- a. HLC (co-chair of HLC)- report submitted; preparing for visit
  - b. Tuition and Fees Committee (Faculty Senate representative Hrozencik)

- i. Met last week and voted on 5% increase on room and board for next AY. Reason due to increased cost from food and other items. Hoping to move away from single rooms
    - ii. We are comparatively low related to other Chicago universities
    - iii. Raynovich noted the Senate has not received a response to questions from the Senate from last September
  - c. IBHE (Faculty Senate representative).
    - i. New strategic plan passed several years ago and put together Commission on Equitable Funding for Higher Ed. This is a new funding formula. Chicago State has representatives on subgroups.
    - ii. Equitable funding website shows meeting times (free on Zoom). Public comment allowed at the end of the meeting
    - iii. Working groups include equity issues, higher ed funding, student debt, and affordability
    - iv. Some universities are restricting use of dropbox/cloud
    - v. March 17, CSU hosting IBHE Faculty Advisory Council, 9-2:30 in LIB 301. Open to public

## H. Old Business

- a. Ad Hoc Campus Safety
  - i. Working with HR to get hiring authorization posted
- b. Results: Survey: Impact of Use of DFW Rates on Teaching Efficacy, Teaching Standards and Faculty Morale Results (convener [Toth])
  - i. Report will be sent to Academic Affairs Committee to make a recommendation
  - ii. Toth moved that Ad Hoc committee will forward the DFW report to Chair of the Academic Affairs Committee and to the Faculty Senate drive, Austin seconded > motion carried with two abstentions

## I. New Business

- a. Change date of student evaluations (**Appendix F**) (Senator Gomez)
    - i. Gomez moved to approve action item, Kang seconded > motion carried with 3 nay
  - b. Ad hoc committee: CSU Faculty mental health issues and morale .(**Appendix G**) (Senator Watkins)
    - i. (The minutes below were taken by Toth)
    - ii. Yashika Watkins proposed that the Senate create an ad hoc committee to respond to President Z Scott's call for focus on faculty mental health. Watkins said the committee should expand the focus to examine mental health and faculty morale, and to consider how does the trauma we experience impact our morale.
    - iii. Jubilee Dickson seconded.
    - iv. Sarah Austin said she thought this was a wonderful idea.
    - v. Gabriel Gomez said morale has been an issue here forever, and hopes the administration will take actions to address morale.
    - vi. Motion carried, 16 yes, 0 no, 1 abstain.
- J. Adjournment
- a. Mohammed Salahuddin moved to adjourn, Toth seconded. Motion carried.
  - b. Sarah Austin reminded everyone to wear their Union pins.
  - c. Jason Raynovich announced his office hours as Mondays, 10-11 and 1-2; Tuesdays, 5-6; and Wednesdays, 10-11

## 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

Faculty Senate Constitution and Bylaws: [Link](#)

President Scott's response: [Link](#)

### CSU Letterhead

#### MEMORANDUM

To: Dr. William Jayson Raynovitch  
President, Faculty Senate

From: Zaldwaynaka Scott  
President, Chicago State University

Date: October 31, 2022

Subject: **President's Comments on Proposed Amendments to Faculty Senate Constitution and Bylaws**

Thank you for submitting to my office the recent amendments to the Chicago State University Faculty Senate Constitution and Bylaws as approved by the Faculty Senate. I appreciate the considerable thought and effort that went into preparing these revisions as this process contributes to our mutual goal of strengthening the Faculty Senate in line with our shared commitment to shared governance.

As you are aware, as President, I have responsibility and authority for final approval of these amendments on behalf of the Board of Trustees. I have reviewed them carefully along with the University's General Counsel to ensure that they are also consistent with the CSU Board of Trustees Bylaws and the Governing Board Regulations & Procedures. Additionally, I have also consulted with outside counsel to provide feedback based on leading governance practices in higher education.

Based on these thorough reviews, I have outlined a few revisions below. With these changes, I am prepared to approve the revisions made by the Faculty Senate. I look forward to our discussion on these changes after you have a chance to review.

#### **Constitution of the CSU Faculty Senate**

##### **Article V, Meetings**

~~The Provost or designated representative shall report to the Senate at each of the Senate meetings.~~ The Senate may request the presence of **the Provost, the Provost's designated representative**, or any administrator **of the University at any meeting** when the need arises for additional information.

Comment: While attendance by the Provost or other University administrators at Faculty Senate meetings cannot be mandated by the Faculty Senate, we are open to requests for such meetings and have committed to scheduling them.

### **Article IX, Amendments to the Constitution**

2) Following passage by the Senate, each amendment shall be forwarded to the President of the University and Board of Trustees for review and approval.

Comment: This language outlined here is aligns with current practice, where changes to the Faculty Senate Constitution and Bylaws are subject to the approval of the CSU President based on delegation by the Board of Trustees. The language detailed here simply clarifies the process for approval.

### **Article XI, Ratification**

The Constitution shall become effective upon Senate ratification and shall be submitted to the President of the University and Board of Trustees for review and approval.

Comment: This language outlined here is aligns with current practice, where changes to the Faculty Senate Constitution and Bylaws are subject to the approval of the CSU President based on delegation by the Board of Trustees. The language detailed here simply clarifies the process for approval.

## **Bylaws of the CSU Faculty Senate**

### **Article II, Senate Officers**

2a) Meetings shall ~~occur~~ be requested between the President of the Faculty Senate and the Provost on a regular basis.

2b) Meetings shall ~~occur~~ be requested between the President of the Faculty Senate and the President of the University on a regular basis.

Comment: While these meetings cannot be mandated by the Faculty Senate, I am open to requests for such meetings and have committed to scheduling them at our mutual convenience.

### **Article V, Relationship to Other University Committees**

3) Faculty Excellence Committee

a) Membership

*~~i) According to the CSU UPI contract Article 29, the Faculty Senate and Union shall appoint at least seven faculty who are members of the bargaining unit~~ When applicable, the process for faculty representation to serve on the Faculty Excellence Committee will be set forth by the current enacted Collective Bargaining Agreement with University Professionals of Illinois Local 4100.*

4) Academic Programs Elimination Review Committee (APERC)

a) Membership

*i) According to the CSU UPI contract Article 29, the Faculty Senate and Union shall appoint at least seven faculty who are members of the bargaining unit. When applicable, the process for faculty representation to Academic Programs Elimination Review Committee will be set forth by the current enacted Collective Bargaining Agreement with University Professionals of Illinois Local 4100.*

Comment: It is my understanding, and these amendments reference, that the responsibilities set forth for these committees are governed by the Collective Bargaining Agreement. Therefore, it will be necessary to ensure that this new language is entirely consistent with the CBA to avoid any conflict and to simply cite that the language is contained in the CBA.

#### 5) Honorary Degree Committee

Delete amended language and insert the following: “**The composition and responsibilities of the Honorary Degree Committee shall be as set forth in the CSU Board of Trustees Governing Regulations & Procedures Manual.**”

Comment: This changed language is generally consistent with the existing provisions of the CSU Board of Trustees Governing Regulations & Procedures which governs the composition and operation of the Honorary Degree Committee as a committee of the Board of Trustees. Therefore, the Faculty Senate Bylaws should instead make reference to the Board of Trustees governing documents regarding the Honorary Degree Committee.

#### **Article VII, Ratification**

The Bylaws of the Faculty Senate shall become effective upon ratification by the Senate and upon submission to **approval by the President of the University** and Board of Trustees.

Comment: This language outlined here aligns with current practice, where changes to the Faculty Senate Constitution and Bylaws are subject to the approval of the CSU President based on delegation by the Board of Trustees. The language detailed here simply clarifies this requirement.



## Appendix C

**Title:** New catalog language for Math/Eng Placement Exams

**Committee:** Academic and Student Affairs

**Context/Rationale:**

To facilitate and expedite the admissions process. Students may determine they need additional help in Math and/or English without having to take a placement exam, which costs money and takes time.

**Action:**

Students may opt out of the placement exam(s) if they choose to enroll directly in ENG 1230 and/or MATH 1200 with MATH 1195 as co-requisite

## **Appendix D**

**Title:** CTRE GRANT Budget

**Committee:** Research

### **Context/Rationale:**

This action addresses some of the concerns that the Research Committee believe faculty have with the CTRE grant process. These are: That the budget for CTRE grants is not often clear and known before applications are sought; the rationale for rejecting grant applications is not always communicated; and that information about the grants is not communicated efficiently.

### **Action:**

The Center for Teaching and Research Excellence (CTRE) will disclose a budget for grants for the upcoming academic year on May 15th. This information will be shared to the CTRE advisory board and the faculty body through multiple outlets of communication.

## **Appendix E**

**Title:** CTRE Grant Disclosure

**Committee:** Research

### **Context/Rationale:**

I submit this action on behalf of the Faculty Senate Research Committee. This action addresses faculty concerns regarding the CTRE's research grant awarding processes. There is a lack of information regarding the number of awards given and the colleges to which they are awarded. This information will allow for important planning at the faculty and college level.

### **Action:**

The Center for Teaching and Research Excellence (CTRE) will produce a yearly report of the number of grant submissions and amounts awarded separated by College.

## **Appendix F**

**Title:** Change date of student evaluations

**Committee:** N/A

**Context/Rationale:**

Course evaluations should close in the last week of class, week 15 as some students wait to see their final grade before evaluating the class.

**Action:**

Change the date of student evaluations to conclude in week 15, the last week of classes.



## **Appendix G**

**Title:** Creation of Ad Hoc Committee to Explore Faculty Mental Health & Morale

**Committee:** N/A

**Context/Rationale:**

**Action:**

It is proposed that an Ad hoc Faculty Senate committee be developed to examine mental health issues and morale within the CSU Faculty.

