Board Meeting

July 17, 2025

# ANNUAL REPORT OF SENATE BYLAWS CHANGES, URBANA

(Report for Information)

During the 2024-2025 academic year, the University of Illinois Urbana-Champaign Senate approved the attached changes to their bylaws and reported such changes to the University Senates Conference for record.

In accordance with the University of Illinois *Statutes* Article II, Section 1.g (“The bylaws and any changes thereto shall be reported to the Board of Trustees through the chancellor/vice president and the president.”), the chancellor, University of Illinois Urbana-Champaign, and vice president, University of Illinois System, recommends receipt of the attached changes to the University of Illinois Urbana-Champaign Senate bylaws.

The president of the University of Illinois System concurs.

**SP.23.10**

March 10, 2025

**University of Illinois Urbana-Champaign Senate**

Committee on University Statutes and Senate Procedures

(Final; Action)

SP.23.10 Revision to the *Bylaws*, Part B – Senate Committees; Part D.1.d – Senate Executive Committee; Part D.8.e – Committee on Educational Policy; and Part D.19 – Committee on University Statutes and Senate Procedures (Chair Compensation)

**Background**

Current compensation provisions in the *Bylaws* for the Chairs of the Senate Executive Committee (SEC) and the Senate Committee on Educational Policy (EP) are limited to release from other academic duties for one-half time. However, the *Bylaws* cannot mandate the allocation of these compensation agreements, the parameters of which under this proposal would be negotiated by the Senate Executive Committee and the Office of the Provost. Since these provisions were originally added to the *Bylaws*, agreements have included additional provisions: discretionary funds, partial summer salary, and at least one course buyout per academic year.

The proposed revisions would codify current practices and extend the same compensation to the chair of the Senate Committee on University Statutes and Senate Procedures, a role that comes with a significant workload beyond committee meetings. In addition, these proposed revisions would clarify in a memorandum of understanding which parties should agree on the compensation and which specific chairs receive compensation.

**Recommendation**

The Senate Committee on University Statutes and Senate Procedures recommends the approval of the following revisions to the *Bylaws*. Text to be deleted is ~~struck through~~ and text to be added is underlined. Adoption of amendments to the *Bylaws* requires a two-thirds vote of the Senate.

**REVISION TO THE *BYLAWS,* PARTS B AND D**

***Bylaws,* Part B.4 – Senate Committees**

*Insert the following as a new #4 and renumber the remainder of the section.*

1. Compensation for Chairs of Senate Standing Committees

The Senate Executive Committee and the Office of the Provost shall approve a written agreement (Memorandum of Understanding). This agreement shall:

* 1. Specify the Senate standing committee chairs compensated for their chair duties.
  2. Specify the compensation for each such chair.
  3. Be reviewed and updated at least every five years.

If a standing committee chair receives compensation, it shall be stated in that committee's section of the *Bylaws*.

***Bylaws,* Part D.1.d – Senate Executive Committee**

1. The officers and members of the Senate Executive Committee shall be elected for terms of one year. ~~The Chair shall be released from other academic duties for one-half time, with this appointment funded from campus resources.~~ The chair shall be compensated as specified in *Bylaws*, Part B.4.

***Bylaws,* Part D.8.e – Committee on Educational Policy**

1. Committee Chair

~~The Chair shall be released from other academic duties for one-half time, with this appointment funded from campus resources.~~ The chair shall be compensated as specified in *Bylaws*, Part B.4.

***Bylaws,* Part D.19 – Committee on University Statutes and Senate Procedures**

1. Committee Chair

The chair shall be compensated as specified in *Bylaws*, Part B.4.

**SP.25.04**

April 28, 2025

**University of Illinois Urbana-Champaign Senate**

Committee on University Statutes and Senate Procedures

(Final; Action)

SP.25.04 Revision to the *Bylaws*, Part D.8 – Committee on Educational Policy

**Background**

At its March 7, 2022 meeting, the Senate approved SP.20.05, which struck *Standing Rule* 13 and fully revised *Bylaws* D.8, which governs the charge of the Senate Committee on Educational Policy (EP). *Standing Rule* 13 had contained material related to the steps to be followed for major changes in the organization of academic units, including their formation and termination. It also specified directing processes, such as collecting input and holding public hearings on proposed changes in organization. Much of that material was incorporated into *Bylaws* D.8.c, which describes the processes EP uses for its work. *Bylaws* D.8.c.4 consolidated the processes around public hearings originally found in *Standing Rule* 13.

EP recommends revising the portion of the EP *Bylaws* to provide a clear specification on the process for the public hearing requirement for a proposal to change the status of an academic unit. The current language states that EP must hold the public hearing. EP’s responsibility, however, is only to ensure that a public hearing is held. For uncontroversial proposals, the public hearing typically can be incorporated into a regularly scheduled EP meeting. For controversial or complex proposals, however, the sponsor of the proposal would be responsible for arranging the public hearing at a time and location that accommodates stakeholders and the public.

Based on the three years of positive experience with the incorporation of *Standing Rule* 13 into the EP section of the *Bylaws*, EP now recommends a clarification regarding the public hearing. In addition to EP’s recommendations, SP suggests refining the language used to describe EP’s duties, including its legislative functions. In this proposed revision, these functions are more clearly listed and the remaining duties are reorganized for clarity.

**Recommendation**

The Senate Committee on University Statutes and Senate Procedures recommends the approval of the following revisions to the *Bylaws*. Text to be deleted is ~~struck through~~ and text to be added is underlined. Adoption of amendments to the *Bylaws* requires a two-thirds vote of the Senate.

**REVISION TO THE *BYLAWS,* PART D.8. – Committee on Educational Policy**

**8. Committee on Educational Policy**

1. ~~Legislative Jurisdiction  
   Fulfilling the Senate’s legislative jurisdiction (~~*~~Statutes~~*~~, Article II, Sections 1.b, c, and e), the Committee on Educational Policy shall work to address all matters that come before it for review, recognizing that some educational policy matters require approval beyond the campus, and that implementation of said matters may not occur until final approval has been granted. The Committee shall make recommendations to the Senate pursuant to its statutory duties, respecting the jurisdiction given to the colleges (provided in~~ *~~Statutes~~*~~, Article III, Section 2c).~~

a. Scope

1. Changes to educational policy shall be established only upon approval of the Senate. (*Statutes* Article II, Section 1.e)

2. Before implementation, some matters of educational policy may require approval beyond this University by bodies such as the University of Illinois Board of Trustees, University Senates Conference, Illinois Board of Higher Education, Higher Learning Commission, Council on Teacher Education, and any other credentialing agency.

3. The Committee’s recommendations to the Senate shall be made with recognition of the jurisdiction given to the college in matters of educational policy falling within the scope of the college’s programs. (*Statutes* Article III, Section 2.c)

b. Duties

1. Review and make timely recommendations to the Senate on ~~educational policy~~ matters of educational policy including, but not limited to:

a. Fulfilling the Senate’s legislative responsibilities regarding matters of educational policy affecting this university. (*Statutes*, Article II, Section 1.b)

~~a~~b. ~~g~~ Grading regulations and requirements for degrees, majors, minors, concentrations, transcriptable credentials, and other programs of study~~;~~. (*Statutes*, Article II, Section 1.c)

~~b~~c. ~~r~~ Relations among colleges, schools, and other teaching divisions regarding programs of study~~;~~. (*Statutes*, Article II, Section 1.c)

~~c. academic calendars, specifying the beginning and ending dates of the academic year, the division of the academic year into semesters and sessions, and official University holidays, as well as recommending for Senate approval the policies governing the calendar; and other matters of general educational policy.~~

d. Creation of the Academic Calendar policy and each year’s Academic Calendar, with the assistance of the Clerk of the Senate, and approval of the Senate. Each calendar shall specify the start and end dates of the academic year, the division of the academic year into semesters and sessions, including periods of instruction, examinations, breaks, and official University holidays. (*Statutes*, Article II, Section 1.c)

2. Offer counsel to interested parties, including those submitting proposals. Consultation may include discussing potential proposals, their impacts, the review process, or other committee procedures.

~~2. Prior to any attempt to implement, r~~

3. Review and make timely recommendations to the Senate, prior to implementation, ~~regarding~~ on all proposals to:

a. ~~to initiate, discontinue, or revise~~ Establish, revise, or eliminate programs of study, especially those ~~which affect units outside of the~~ that may have an impact on units outside the sponsoring unit~~;~~.

b. ~~to c~~ Change ~~the status~~ in organization of an academic unit, including the formation, termination, separation, transfer, merger, change in status, or renaming of such unit(s). For this type of proposal, the Committee shall also work with the sponsoring unit to:

1. Ensure that a public hearing is held to allow ~~active~~ full discussion of the proposal, and that the proposal’s sponsor and the chair of the Senate Committee on Educational Policy or the chair’s designee attend~~s~~ the public hearing.

2. Attach minutes and written comments from the public hearing to the proposal before transmittal to the Senate.

3. Verify that all requirements for notification and consultation outlined in the *Statutes* have been satisfied. Such requirements include consultation with all affected units and stakeholders, and documentation of each unit’s advice through a faculty vote ~~in accordance with~~ according to its bylaws. (*Statutes*, Article VIII, Section 4)~~; and~~

~~c. that require approval from entities beyond campus, including, but not limited to the University of Illinois Board of Trustees, University Senates Conference, Illinois Board of Higher Education, Higher Learning Commission, Council on Teacher Education, and any other credentialing agency.~~

~~3~~4. Collect, review, and ~~share with~~ report to the Senate~~, making timely recommendations to the Senate,~~ the following types of informational reports ~~received~~ from academic units ~~that:~~, and, if necessary, make timely recommendations to the Senate.

* + 1. ~~c~~ Change in the mode of instruction of an approved program of study~~;~~.
    2. ~~t~~ Temporar~~il~~y ~~suspend~~ suspension of enrollment to an approved program of study~~; or~~.
    3. ~~c~~ Change in the status of an approved program of study to a Non-Admission Designated Program that would no longer directly admit students but would award degrees.

~~4. Act as point of contact for any interested parties, including those issuing proposals. Interested parties may consult with the Committee or its Chair regarding potential proposals, their impacts, steps in their review, or Committee processes.~~

~~c. Process~~

~~For each matter discussed above, the Committee shall work with units to make them aware of the need for any additional approvals and ensure that proposals and reports required by the Senate or other bodies contain all necessary information, and shall:~~

5. Ensure proposals and reports required by the Senate or other bodies:

a. Contain all necessary information and approvals.

~~1~~b. ~~assess whether such proposals and reports are consistent~~ Comply with ~~general~~ policies over which the Senate has legislative jurisdiction (*Statutes*, Article II, Sections 1.b, c, and e)~~;~~.

~~2~~c. ~~collect, as necessary, relevant information including~~ Include the projected impact ~~of the proposed changes~~ on enrollment, staffing, and resources, to ensure that the educational goals of the relevant program can be met~~;~~.

~~3~~d. ~~e~~ Evaluate the projected impact ~~of such proposals~~ on other units and stakeholders, ~~and~~ assess whether they have been substantively consulted, and ~~determining~~ determine if additional actions ~~that might be~~ are needed, ~~which may include~~ such as periodic re-evaluation of ~~a~~ the proposal’s progress or further Senate actions~~;~~.

~~4. hold a public hearing to provide active discussion in advance of any proposal to change the status of an academic unit, including the termination, separation, transfer, merger, change in status, or renaming of such unit(s) (~~*~~Statutes~~*~~, Article VIII, Section 4), conducted with the originator of the proposal (e.g., dean of college, Vice-Chancellor for Academic Affairs), transmitting minutes of the hearing, as well as collecting and forwarding additional written comments, to the Senate;~~

~~5. verify that all requirements in the Statutes for notification and consultation have been satisfied, including in the case of changes in organization that all affected units and stakeholders have been consulted and that the advice of each unit involved has been taken and recorded by a vote of the faculty in accordance with the bylaws of that unit (~~*~~Statutes~~*~~, Article VIII, Section 4); and~~

6. ~~c~~ Coordinate with the Office of the Provost to ensure that the Academic Catalog is ~~kept~~ up to date and that updated information regarding all programs of study, and records pertaining to such programs, are maintained by ~~the relevant~~ university offices and are available to all affected stakeholders.

**SP.25.06**

April 28, 2025

**University of Illinois Urbana-Champaign Senate**

Committee on University Statutes and Senate Procedures

(Final; Action)

SP.25.06 Revision to the *Bylaws*, Part D.11 – Committee on Faculty and Academic Staff Benefits

**Background**

This proposal reflects recommendations from the Senate Committee on Faculty and Academic Staff Benefits (FB) to amend its responsibilities in *Bylaws*, Part D.11 to clarify the committee’s duties and membership.

The description of committee duties has been revised for conciseness and reformatted as a list to improve clarity and readability.

FB recommends adding “The Senior Associate Chancellor for Human Resources or the Senior Associate Chancellor’s designee (*ex officio*)” to provide University level input on human resource matters.

FB also recommends removing “The Executive Director of the State Universities Retirement System or the Director’s designee (*ex officio*)” at the request of the SURS (State Universities Retirement System) Executive Director. The Director has expressed long-standing concerns about serving on the committee, citing potential conflicts of interest and the lack of precedent for such membership at Illinois public universities. The Director, furthermore, has not attended FB meetings in over a decade. Communication between SURS and FB is instead maintained through periodic external meetings with a subset of FB members.

Additional changes include formatting updates and replacing the outdated title “Director of the Faculty Staff Assistance Services” with the current title “Director of Faculty/Staff Assistance and Well-Being Services”.

**Recommendation**

The Senate Committee on University Statutes and Senate Procedures recommends the approval of the following revisions to the *Bylaws*. Text to be deleted is ~~struck through~~ and text to be added is underlined. Adoption of amendments to the *Bylaws* requires a two-thirds vote of the Senate.

**REVISION TO THE *BYLAWS,* PART D.11 – Committee on Faculty and Academic Staff Benefits**

**11. Committee on Faculty and Academic Staff Benefits**

a. Duties

~~The Committee:~~

1. ~~Shall investigate~~ Review and regularly report to the Senate on the adequacy and other attributes of the University’s faculty and academic staff benefits including: ~~provisions for salaries, retirement benefits, sabbatical leaves, other leaves, hospitalization and medical insurance, life insurance, other insurance, investment and savings plans, travel reimbursement, housing benefits, educational benefits, recreational benefits, and other perquisites, benefits and conditions of faculty and academic staff employment.~~
   1. Compensation plans.
   2. Investment and retirement plans.
   3. Insurance benefits, including health, dental, vision, disability, and life.
   4. Leaves of absence, including sabbaticals.
   5. Other benefits and conditions of employment.
2. Make recommendations on faculty and academic staff benefits to appropriate internal bodies and the Senate.
3. Communicate with, as appropriate, external bodies such as providers of employee benefits (e.g. State Universities Retirement System).

b. Membership

~~The Committee shall consist of:~~

1. Five non-emeriti faculty members~~,~~.
2. One emeritus or emerita faculty member~~,~~.
3. One academic professional member~~,~~.
4. The academic representatives to the State Universities Retirement System Members Advisory Committee (*ex officio*)~~,~~.
5. The Director of University Payroll and Benefits or the Director’s designee (*ex officio*)~~,~~.
6. ~~The Executive Director of the State Universities Retirement System or the Director’s designee (~~*~~ex officio~~*~~),~~ The Senior Associate Chancellor for Human Resources or the Senior Associate Chancellor’s designee (*ex officio*).
7. The Provost or the Provost's designee (*ex officio*)~~,~~.
8. The Director of the ~~Faculty Staff Assistance Services~~ Faculty/Staff Assistance and Well-Being Services or the Director’s designee (*ex officio*)~~,~~.
9. The Associate Vice President for Human Resources or the Associate Vice President’s designee (*ex officio*)~~,~~.
10. The President of the ~~UIUC~~ University of Illinois Urbana-Champaign ~~C~~chapter of the State Universities Annuitants Association or the President’s designee (*ex officio*)~~, and~~.
11. The Chair of the Council of Academic Professionals or the Chair’s designee (*ex officio*).