Reported to the Board of Trustees

September 21, 2023

Board Meeting

September 20, 2023

CHANGES TO SENATE BYLAWS, URBANA

(Report for Information)

Pursuant to 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.”), changes to the University of Illinois Urbana-Champaign Senate bylaws are attached.

The bylaws changes were reported to the University Senates Conference for record. The chancellor of the University of Illinois Urbana-Champaign and vice president of the University of Illinois System recommends receipt of the changes to the bylaws.

The President of the University of Illinois System concurs.

SP.20.07 Revision to the *Bylaws*, Part B.11 (Senate Committees), (Part E (Governing and Advisory Bodies), and Part F (Senate Representatives to Other Bodies)

Approved by Senate 10/10/2022

SP.20.25 Revision to the *Bylaws*, Part F, Providing for Routine and Emergency Electronic Participation in Meetings of the Senate and its Committees

Approved by Senate 02/06/2023

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

Approved by Senate 02/06/2023

SP.22.02 Revision to the *Bylaws*, Part A.3 – Meetings

Approved by Senate 11/14/2022

SP.22.03 Revision to the *Bylaws*, Part D.1.a – Senate Executive Committee Duties

Approved by Senate 11/14/2022

SP.23.11 Revision to the *Bylaws*, Part D.10 – Committee on Diversity, Equity, and Inclusion

Approved by Senate 03/06/2023

**SP.20.07**

October 10, 2022

**University of Illinois Urbana-Champaign Senate**

Committee on University Statutes and Senate Procedures

(Final; Action)

SP.20.07 Revision to the *Bylaws*, Part B.11 (Senate Committees), Part E (Governing and Advisory Bodies), and Part F (Senate Representatives to Other Bodies)

**Background**

Responding to Recommendation #8 of the Report of the Eighth Senate Review Commission (XSR.19.01), both the Senate Executive Committee (SEC) and Senate Committee on University Statutes and Senate Procedures (SP) considered the presentation of Part E (Governing and Advisory Bodies) and Part F (Senate Representatives to Other Bodies) of the *Bylaws*.

The Review Commission recommended that “the SEC work with the appropriate University office for each governing/advisory body listed” in Parts E and F to determine if any body in Part E might be “considered a Senate committee,” and the “relationship of each of these bodies to the Senate” for those listed in Part F. For both Parts E and F, the Commission recommended the SEC determine “who each body is staffed by” and “who is responsible for overseeing the duties/charges for each body.” The SEC directed SP to explore the substantive issues raised by these questions, which SP determined were far beyond its charge and returned the matter to the SEC. The SEC declined to pursue any additional action on these matters.

The Review Commission further recommended that “once these determinations are made for both Part E and Part F, appropriate revisions to the *Bylaws* should be made to clarify the bodies’ role within the Senate or to clarify the Senate’s relationship within non-Senate bodies.” SP thus proposes adding language to the *Bylaws*, Part B, which would clarify the relationship of the bodies itemized in Parts E and F to the Senate. Further, SP recommends consolidating Parts E and F under a new title, retaining the current F.5 under Part G. General Provisions, which will become Part F.

**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.11, E and F**

**Part B – Senate Committees**

11. In addition to the Senate’s standing and *ad hoc* committees, the Senate interacts with governance, advisory, and other bodies internal and external to the University, specified in the *Bylaws*, Part E. These bodies are not committees of the Senate and may be governed by additional policies beyond those contained in these *Bylaws*.

**Part E – ~~Governing and Advisory Bodies~~ Governance, Advisory, and Other Bodies**

1. Athletic Board

2. Faculty Advisory Committee

3. General Education Board

4. Joint Advisory Committee on Investment, Licensing, and Naming Rights

5. State Universities Retirement System Members Advisory Committee

6. Faculty Advisory Council of the Illinois Board of Higher Education

7. Military Education Council

8. Research Policy Committee

Combine and renumber Parts E and F. Change Part G to Part F.

The current F.5, Appointment and Formal Review of the Chancellor, will be retained as F.6.

**SP.20.25**

February 6, 2023

**University of Illinois Urbana-Champaign Senate**

Committee on University Statutes and Senate Procedures

(Final; Action)

SP.20.25 Revision to the Senate *Bylaws,* Part F, Providing for Routine and Emergency Electronic Participation in Meetings of the Senate and its Committees

**Background**

Both the Illinois Open Meetings Act and our governing parliamentary authority, *Robert's Rules of Order Newly Revised*, require that for electronic participation in meetings, the governing documents of the Senate must make specific provisions for such participation. As the coronavirus emergency has shown us, the Senate and its committees need rules for electronic participation in their meetings.

**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 F**

New Sections

**6.** **Electronic Participation in Meetings of the Senate and its Committees**

a. Except as provided in Section 7 below, meetings of the Senate shall be conducted in person.

b. As provided in the Illinois Open Meetings Act (5 ILCS 120/7), if a quorum of the members of a Senate committee is physically present for a meeting, a majority of the committee members present may at their discretion allow a member to attend the meeting by a means other than a physical presence if the member is prevented from physically attending because of: (i) personal illness or disability; (ii) employment purposes or the business of the University; (iii) a family or other emergency; or (iv) another provision authorized in the Open Meetings Act. “Other means” is by video or audio conference.

c. If a member needs to attend a meeting of a Senate committee by a means other than a physical presence, the member must notify the chair of the committee at least 24 hours before the meeting, unless advance notice is impractical.

d. Votes of members participating by other means shall be accepted and counted, but must be cast by the member, not by a proxy.

e. Notices of meetings shall include an adequate description of how and under what circumstances members can join the meeting by other means than physical attendance. Further details, such as how to be recognized to speak and how to vote, shall be made available, as a minimum, on the Senate website. Provision must be made for secure participation and secure voting for members attending by other means.

**7. Emergency and Disaster Provisions**

The provisions of this section shall apply in the event of an emergency or disaster declaration related to public health concerns by the Governor of the State of Illinois or the Director of the Illinois Department of Public Health, when it is impossible for members to safely meet in person to carry out the business of the Senate.

a. If the provisions of the Illinois Open Meetings Act requiring the physical presence of a quorum have been suspended (5 ILCS 120/7(e)), the Senate and its committees may meet electronically by video and/or audio connections, provided that a quorum is present electronically. The provisions of these *Bylaws*, Part F, Sections 6d and 6e must be followed. Votes shall be taken in such manner that each member’s vote is identified and recorded.

b. The Senate Executive Committee is authorized to act for and on behalf of the Senate on urgent matters that require immediate attention, with the stipulation that, before taking such action, the Senate Executive Committee shall seek the advice of those senators who can be contacted. Any such action taken by the Senate Executive Committee shall be reported to the Senate at the next regular meeting of the Senate following such action.

**SP.21.05**

February 6, 2023

**University of Illinois Urbana-Champaign Senate**

Committee on University Statutes and Senate Procedures

(Final; Action)

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

**Background**

In the final stages of reviewing SP.20.18 (approved by the Senate on November 16, 2020), the Conference on Conduct Governance (CG) identified additional potential changes to the *Bylaws*. CG suggests that it would be clearer and more consistent with Senate nomenclature to change its name to the Council on Student Conduct Expectations and Accountability and proposes additional changes to its duties*.*

**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.7 – Conference on Conduct Governance**

7. ~~Conference on Conduct Governance~~ Council on Student Conduct Expectations and Accountability

a. Duties

~~The Conference is a Senate Committee that shall make recommendations regarding policies on student affairs (~~*~~Statutes~~*~~, Article XI, Section 1.a). In conjunction with the Chancellor, and with the assistance of the Office of the Dean of Students, the Conference shall have the following legislative functions:~~

1. ~~Periodically review the conduct governance system and the rules governing student conduct that are published in the Student Code, hereafter called “rules,” and make general recommendations to the Chancellor and the Senate regarding revisions, requesting reports from members of the conduct governance system as needed;~~
2. ~~Initiate and recommend in writing to the Chancellor adoption of additional rules it deems desirable;~~
3. ~~Review and transmit in writing to the Chancellor its approval, disapproval, or modification of the Student Code initiated by interested parties of the campus; and~~
4. ~~File with the Office of the Dean of Students and with the Clerk of the Senate a notice of such transmittals and recommendations including the text of the Student Code.~~

The Council is a committee of the Senate. Regarding policies governing student conduct expectations and accountability, the Council shall:

1. Periodically review, report, and make recommendations for changes to the conduct governance system, including policies, procedures, and practices that align with best practices;
2. Develop and recommend to the Chancellor policies on student affairs (*Statutes*, Article XI, Section 1.a);
3. Review proposed revisions to the policies and transmit to the Chancellor its approval, disapproval, or further proposed revisions;
4. Refer any policies on academic matters, including requirements for degrees and standards of academic performance, to the Senate Committee on Educational Policy, except that the Council shall have jurisdiction over academic misconduct such as cheating, falsification, fabrication, plagiarism, or destruction of educational materials or resources;
5. Meet annually with the Senate Committee on Student Discipline to review the implementation of the policies; and
6. File notice of all proposed revisions to the policies with the Office of the Dean of Students and with the Clerk of the Senate.

b. Coordination of Duties with the Office of the Dean of Students

The Council shall request the assistance of the Office of the Dean of Students to coordinate the following duties:

1. Provide administrative support to the Council;
2. Notify the Council of any federal, state, or local mandates regarding student conduct expectations and accountability;
3. Serve as a repository for revisions to the policies governing student conduct expectations and accountability that may include reference to student policies outside the jurisdiction of the Council; and
4. Publish and disseminate the policies governing student conduct expectations and accountability (historically referenced as the Student Code) to the University community by August 1 of each year in a convenient form as determined by the Council.

~~b. Authority and Jurisdiction~~

1. ~~Rules filed with the Office of the Dean of Students and with the Clerk of the Senate shall become effective thirty (30) days after filing unless contrary action has been taken by the Chancellor. The Senate may submit its recommendations to the Chancellor with respect to proposed rule changes. To this end, the thirty (30) day period may be extended by the Senate or Senate Executive Committee to ninety (90) days, excluding the period May 16 through August 15.~~
2. ~~The jurisdiction of the Conference shall not extend to:~~

(a) rules governing conduct arising within the duties and obligations imposed by the contract of employment and within the scope of the particular duties and responsibilities of the person employed;

~~(b) rules adopted or imposed in the course of the purchase of goods or services; or~~

~~(c) rules on purely academic matters, including requirements for degrees and standards of academic performance, except that the Conference shall have jurisdiction over academic irregularities such as cheating, plagiarism, falsification of records, or destruction of educational materials or resources.~~

~~c. Clerical Support~~

~~The Office of the Dean of Students shall:~~

1. ~~function as the staff agency for the Conference.~~

~~Two functions of the Office shall be:~~

1. ~~Serve as a registry for rules adopted or approved by the Conference and accepted by the Chancellor; and~~
2. ~~Publish annually (by August 1 of each year) in a convenient form all rules adopted by the Conference and accepted by the Chancellor that are applicable to the entire community, or to some subset thereof, and cause amendments to the rules as adopted to be published and disseminated to the University community.~~

~~All rules, both those adopted by particular University authorities and those adopted by the Conference on its own initiative, shall be promulgated by the Office of the Dean of Students by special publications, regularly issued newsletters or bulletins, and periodic codification. The Office shall maintain an up-to-date file of rules in force that may be consulted by any interested person. It shall serve as clerk to the Conference for recording and promulgating its actions, for keeping a record of its meetings, and for any other purpose the Conference determines.   
The staff of the Office shall be under the supervision of one or more of the vice chancellors who will consult with the Chair of the Conference regarding staff functions and appointments.~~

~~d.~~ c. Membership   
The ~~Conference~~ Council shall consist of:

1. Six faculty members, ~~of whom there shall be at least one from each professorial rank and~~ of whom one shall be ~~designated~~ elected chair by the Senate;
2. Seven student members, ~~of whom~~ four ~~shall be~~ undergraduates ~~two~~ ­and three graduate or professional students~~, and one student of a professional college~~;
3. Four campus administrative officers chosen with due regard for appropriate areas of concern and in consultation with the Chancellor or the Chancellor's designee;
4. One member of the Senate Committee on Educational Policy, selected by that Committee (*ex officio*);
5. One member of the Council of Undergraduate Deans (*ex officio*), selected by ~~the~~ that Council;
6. One designee of the ­Dean of the Graduate College (*ex officio*); and

The Dean of Students or the Dean’s designee (*ex officio*).

SP.22.02

November 14, 2022

**University of Illinois Urbana-Champaign Senate**

Committee on University Statutes and Senate Procedures

(Final; Action)

SP.22.02 Revision to the *Bylaws*, Part A.3 – Meetings

**Background**

Senate *Bylaws*, Part A.3 direct how proposed items of business, including proposals from Senate committees and resolutions from senators, are placed on Senate agendas by the Senate Executive Committee (SEC). The proposed changes to the *Bylaws* would clarify how the SEC may act in preparing agendas, as well as how sponsors of proposed items are included in that process.

**Recommendation**

The Senate Committee on University Statutes and Senate Procedures recommends that the Senate approve the following revisions to the *Bylaws*, Part A.3. 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.

**PROPOSED REVISIONS TO THE *BYLAWS*, PART A.3**

3. The Senate Executive Committee shall prepare ~~A~~an agenda for each regular Senate meeting~~,~~ extensive enough to ~~be descriptive of~~ describe the subject ~~matter~~ of each agenda item. ~~included, shall be prepared by the Senate Executive Committee and sent to all senators at least four days prior to that meeting.~~ The Clerk of the Senate ~~will release~~ shall send the agenda and meeting materials to all senators and news media at least four days prior to that meeting. ~~the appropriate news media on the same day it is distributed to the Senate. Items of business submitted to the Senate Executive Committee by any~~ ~~senator or Senate committee shall be placed on the agenda, provided that such items are submitted in writing prior to preparation and distribution of the agenda~~. A senator or Senate committee may propose an agenda item to be included on the agenda of a specific regular Senate meeting. Proposed items may be postponed one regular Senate meeting for further study, but may not be postponed beyond the last regular meeting of the academic year (See *Standing Rules*). ~~Matters~~ According to the Open Meetings Act, items not included ~~in~~ on the agenda ~~may not be presented to the Senate without concurrence of a majority of the members present and voting. Such~~ ~~matters~~ may be discussed but may not be acted upon at the meeting ~~in~~ at which they are introduced~~, according to the requirements of the Open Meetings Act~~.

# SP.22.03

November 14, 2022

**University of Illinois Urbana-Champaign Senate**

Committee on University Statutes and Senate Procedures

(Final; Action)

SP.22.03 Revisions to the *Bylaws*, Part D.1.a – Senate Executive Committee Duties

**Background**

Stemming from its discussion of the Report of the Eighth Senate Review Commission (XSR.19.01), the Senate Executive Committee (SEC) recommended adding to the *Bylaws* a duty that would ensure the findings made by the commission performing the periodic review are responded to or implemented in a timely manner.

Further, only members of the faculty and student electorate may currently serve on the review commissions. Members of the academic professional electorate should also be included in the membership of review commissions. Using language that includes “members from each electorate” allows for the inclusion of additional electorates in the future rather than listing individual electorates.

**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.1.A – senate executive committee duties**

a. Duties

The Senate Executive Committee shall:

1. Initiate and guide the work of the Senate;

2. Coordinate the activities of Senate committees, evaluate the functions of those committees, and conduct an annual review of the current status of *ad hoc* committees of the Senate, recommending appropriate action to the Senate;

3. Prepare the agenda for Senate meetings in accordance with the *Standing Rules*;

4. ~~Inform the Senate concerning the charge and composition of each committee created by the campus or University administration~~ Request the Chancellor and Vice Chancellors inform the Senate Executive Committee of the formation, composition, and dissolution of any University-level committees that are of interest to the Senate and its committees;

5. Inform the Senate periodically of such changes to University-level committees;

~~5~~6. Propose to the Senate a date and agenda for the annual meeting of the faculty and report to the faculty at that meeting (*Bylaws,* Part A.7);

~~6. Report to the faculty at the annual meeting;~~

7. Schedule and supervise the organizing of the Senate in accordance with Part A of these *Bylaws*;

8. Nominate members of the Committee on Committees in accordance with *Bylaws,* Part D.6.c;

9. Provide advice ~~annually~~ to the Chancellor on the initial appointment ~~or~~ and annual reappointment of the ~~v~~Vice ~~c~~Chancellors as required by the *Statutes*, Article III, paragraph 1g;

10. Provide advice ~~annually~~ to the President on the initial appointment and annual reappointment of the Chancellor as required by the *Statutes*, Article I, section 5;

11. Review nominees to the Campus Budget Oversight Committee (CBOC), Research Board, and Research Policy Committee ~~nominees~~; ~~and~~

12. Provide a written plan of action as a report for information to the Senate in response to each of the findings and recommendations made by the commission to review the size, organization, structure, and operation of the Senate, as required by the *Constitution*, Article VI, Section 9; and

~~12~~13. Perform other duties as the *Statutes* or Senate shall specify.

**SP.23.11**

March 6, 2023

**University of Illinois Urbana-Champaign Senate**

Committee on University Statutes and Senate Procedures

(Final; Action)

SP.23.11 Revision to the *Bylaws*, Part D.10 – Committee on Diversity, Equity, and Inclusion

**Background**

The proposed revision clarifies the Senate Committee on Diversity, Equity, and Inclusion’s role in reviewing process, policy, and aggregate data reports provided by the Office of the Vice Chancellor for Diversity, Equity and Inclusion.

The addition of an *ex officio* member from the Office of the Vice Chancellor for Student Affairs would help round out the committee’s view of diversity, equity, and inclusion initiatives by including what the University is doing to support students as well as diversity, equity, and inclusion efforts. The Office of the Vice Chancellor for Student Affairs was consulted and has designated an individual to attend the committee meetings.

**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.10 – Committee on Diversity, Equity, and Inclusion**

10. Committee on Diversity, Equity, and Inclusion

a. Duties

The Committee shall:

1. Recommend and advocate for programs and guidelines promoting a diverse, equitable, inclusive, and welcoming campus environment for members of underrepresented, historically disadvantaged, or marginalized groups across all communities and activities, ~~both~~ within and outside the University~~.~~;
2. Ensure accountability and transparency by:
3. monitoring progress on initiatives that were subjects of previous recommendations and advocacy, within and outside the Senate, and
4. consulting with representatives of groups who are intended beneficiaries of these programs and policies;
5. Promote and encourage dialogue regarding diversity, equity, and inclusion on campus and within the University System with regard to enunciated principles and actions taken;
6. Communicate and cooperate with campus and University offices and committees established to work toward the objectives of this committee;
7. Communicate and cooperate with local (non-University) community groups concerned with diversity, equity, and inclusion and with the access that historically disadvantaged community groups have to University cultural and recreational facilities and programs; and
8. Make reports and recommendations, where appropriate, that pertain to diversity, equity, and inclusion to the Senate and to other units and officials of the University. These reports and recommendations may contain information and data from the Office of the Vice Chancellor for Diversity, Equity and Inclusion that include but are not limited to local, state, or federal mandates, such as Title VI, Title VII, and Title IX of the Civil Rights Act of 1964, and the Americans with Disabilities Act.
9. Membership

The Committee shall consist of:

1. Seven faculty members,
2. One academic professional member,
3. Three student members,
4. The Vice Chancellor for Diversity, Equity and Inclusion or the Vice Chancellor’s designee (*ex officio*), ~~and~~
5. The Vice Chancellor for Student Affairs or the Vice Chancellor's designee (*ex officio),* and

Up to three non-voting members, recommended by the voting members and approved by the Senate, from underrepresented, historically disadvantaged, or marginalized groups.