

UNIVERSITY REVIEW COMMITTEE
Illinois State University

Friday, December 13, 2019
12 p.m., Hovey 401D

MINUTES

Members present: Frank Beck, Chad Buckley, Sam Catanzaro (non-voting), Kevin Edwards, Joe Goodman, Yoon Jin Ma, Nancy Novotny, Melissa Oresky (phone), Rachel Shively

Member not present: Diane Dean

Note: In the 2019 minutes “URC” refers to the University Review Committee at Illinois State University; “Caucus” refers to the Faculty Caucus of the Academic Senate at Illinois State University; “ASPT,” as in “ASPT policies” or “ASPT document,” refers to Faculty Appointment, Salary, Promotion, and Tenure; “ASPT 2022” refers to the ASPT policies document to be drafted by URC, recommended by the Caucus, and approved by the President to take effect January 1, 2022.

I. Call to order

Chairperson Rachel Shively called the meeting to order at 12 p.m.

II. Approval of minutes from the November 22, 2019 URC meeting

The previously distributed minutes were considered. Buckley moved to approve minutes. Goodman seconded the motion. The motion passed with five ayes and three abstentions (Joe Goodman, Nancy Novotny, Rachel Shively).

III. ASPT 2022

ASPT 2022 Revision issues were previously identified and assigned to three ASPT 2022 Working Groups; see Minutes of 9-27-19 for topics and group assignments. Their preliminary work was collected in a summary document (Addendum), presented and discussed. The process for changing due dates that are specified in ASPT was considered; one issue is that any revised dates should be compatible with all other existing or proposed dates on the calendar. A complete calendar will be assembled to assist the revision process. It was considered that as the Working Groups proceed, some topics will require whole URC discussion, prior to drafting new language.

Working Group 1, Conflicts of interest (COI) (see Addendum p.1): The general approach to COI in the ASPT document was discussed. Issues include: how specific and exhaustive should the description of types of COI be? If overly specific, it could be perceived to exclude conflicts that are unusual and thus not enumerated in ASPT. Who decides if action is needed concerning a COI? What happens if a committee cannot reach consensus on the action? What should be the relationship between ASPT and University Policies and Procedures (<https://policy.illinoisstate.edu/>)? E.g. COI could be spelled out exclusively in the University Policies and Procedures and then referred to in ASPT documents.

Working Group 1 suggested adding lines to the confidentiality portion of I.D (see Addendum p.1, Confidentiality.) Catanzaro asked to add a note to paragraph 3 that individual employee cases must remain confidential and cannot be used in open discussions.

The addition of deadlines (see Addendum p.1, Policy Development) was considered so that departmental ASPT changes could be reviewed and approved in time for a Jan 1 start date. Working Group 1 suggested such changes should be due to the CFSC by May 1, and sent back to departments Nov. 1 if needed. But it was suggested to move the due date to the CFSC to Fall instead, with their decision returned to departments shortly thereafter (earlier than Nov. 1).

IV. Adjournment

Goodman moved that the meeting adjourn. Beck seconded the motion. The motion passed unanimously on voice vote. The meeting adjourned at 1:30 p.m.

Respectfully submitted,
Kevin Edwards, Secretary