

2023-24 Annual Report
Faculty Senate Policy Committee (FSPC)

Membership

2023-24 FSPC members included Randall Harlow (chair), Megan Balong (vice chair), Imam Alam, Cathalene Bowler, Timothy Dooley, Evette Edmister, Kenneth Elgersma, Melanie Hill, Shelley Price-Williams, Alexa Sedlacek.

Meeting Dates

The FSPC met three times each semester, once per month during each full month of classes: September 11, October 9, November 13, February 12, and April 8.

The minutes for each meeting are attached below.

Accomplishments

The FSPC led the revision of three policies over the course of the academic year (0.00, 3.01 and 3.06) and engaged in extensive conversation over two others. In several cases, the FSPC worked extensively in consultation with other entities across campus, including the Office of the Provost, University Counsel, and the UNI representative from the Board of Regents.

1. **Policy 3.06, Emeritus/a Status.** Added a sentence requiring a letter of support from an applicant's department/division head or their designee, making explicit the existing practice. Approved by Faculty Senate, September 25, 2023.

2. **Policy 0.00, Policy on Policies.** Consulted with Sara Kies in University Relations and DeWayne Purdy in Information Technology to update language pertaining to university-wide notification of policy changes and maintaining the UNI Policies and Procedures webpage. Changes approved by Faculty Senate, October 23, 2023. Additionally, the FSPC discussed changes proposed by President Nook and University Counsel to membership of the Policy Review Committee that would end the University Counsel's position as chair of the committee and instead appoint co-chairs: Assistant to President for Institutional Effectiveness & Planning and Chief of Staff, Board & Governmental Relations.

3. **Policy 13.02, Discrimination, Harassment and Sexual Misconduct.** The FSPC discussed whether administration has the authority to place a policy on "interim" status without any review process, in response to a September 1st email from the Assistant to the President for Compliance and Equity Management & Title IX Officer. There was concern that this could potentially be a way for administration to perpetually delay implementation of a policy. After extensive inquiry conducted by two FSPC members, the committee determined that the issue of Interim Status is already addressed in Policy 0.00 and thus no new revisions were warranted at that time.

4. **Proposed new post-graduation student ethics policy.** Throughout the Fall of 2023 the FSPC investigated the means and feasibility of creating a new policy governing cases of student ethics violations discovered or committed post-graduation (for example, late discovery of plagiarism, or post-graduation sharing of past exams with current students). The committee split into three subcommittees to 1) survey how existing policies at other universities address such cases, 2) identify pertinent stakeholders across campus that should confer for the drafting of this new policy, and 3) draw up a list of possible scenarios that such a policy might aim to address. Following extensive discussions with the Associate Provost and University Counsel, who in turn relayed responses and concerns from the Office of the President and Board of Regents, it was decided that such a policy would necessitate collaboration among all three regents institutions in order to craft a uniform approach that would be housed by the Board of Regents. The UNI Faculty Senate subsequently decided to set aside such a project for a later date and instead charged the FSPC to revise Policy 3.01 in such a way as to leave the door open for administration to address such violations on a case by case basis (see Policy 3.01 below)
5. **Policy 3.01, Student Academic Ethics.** In response to extensive feedback from multiple administrative offices, the FSPC revised Policy 3.01, adding a line giving the Office of the Provost unspecified ability to sanction cases of student ethics violations discovered after conferral of a degree. Approved by Faculty Senate, February 26, 2024.

Upcoming policy issues

Policy issue for the FSPC to consider during the next academic year include the following:

- Based on feedback from the Policy Review Committee concerning three policies that they feel warrant additional review and revision, the FSPC formulated the following action steps for each:
 - Policy 10.08
 - Work with the Office of Distance and Online Education (ODE) to figure out if the categories and definitions as drafted in the policy revisions in Spring of 2022 match current practice.
 - Based on ODE feedback, revise and return to PRC and University Counsel.
 - Policy 13.13
 - Work with RSP to address concerns that Summary of Procedures §2 mandates actions that could tip off the Respondent prior to the RIO contacting the Respondent to notify them that an inquiry process has been initiated.
 - Consider PRC's suggestion to remove "other practices" in the Policy Statement, since such practices are undefined.
 - Make sure definitions (e.g. plagiarism, fabrication, etc) align between this and Policy 3.01.
 - Policy 3.01
 - Remove Dean of Students from the policy and entire process.

- Consider PRC's suggestion to remove "mindful of possibility of cultural differences". The FSPC and Senate must decide whether or not to stand by this clause.
 - Clarify faculty discretion as to whether an "incident rises above the level of a routine grading issue for a course" with regards to the Notice of Academic Ethics Concern. Does this imply that academic misconduct could be a routine grading issue?
- Policy 3.06. Several Senators have asked the Faculty Senate to consider clarifying possible limitations of "religious observances" as a mandatory excused absence.
 - Consult with student government: what are some common sense guardrails that could be written to ensure that this is enacted equitably and fairly?
 - This policy issue will be addressed at the start of the Fall term.

Respectfully submitted by Randall Harlow, 2023-24 Chair of the Faculty Senate Policy Committee

**Faculty Senate Policy Committee
Meeting Minutes
September 11, 2023 3:30 - 5:00 pm**

In attendance: Imam Alam, Megan Balong, Cathalene Bowler, Timothy Dooley, Evette Edmister, Kenneth Elgersma, Randall Harlow, Melanie Hill, Shelley Price-Williams, Alexa Sedlacek
(a quorum was present)

Call to order at 3:30 PM

Current business

1. FSPC overview, Google folders and practices
 - a. "DRAFT Policy xxxx" designates shared working copies of policies under revision. Please be sure to comment and edit in "Suggesting" mode.
2. [4.21 Emeritus/a Status](#): Updated that a letter is required from Department Head or their designee
 - a. Added a sentence requiring a letter of support from department/division head.
 - b. Revision approved by FSPC
3. [Policy on Policies 0.00](#):

Action Steps:

 - a. Need to communicate with Sara Kies in UR to confirm how emails can be sent university-wide.
 - b. Need confirmation from DeWayne Purdy regarding how to word the last sentence, "~~University Relations~~ shall maintain, update, and edit the University policy and procedure

records and the UNI Policies and Procedures web page”

4. Discrimination, Harassment, and Sexual Misconduct Policy 13.02. Does administration have the authority to place a policy on “interim” status without any review process? Re: September 1st email from Leah Gutknecht, Assistant to the President for Compliance and Equity Management & Title IX Officer.

- a. Is this not a potentially a way for administration to perpetually delay implementation of a policy?
- b. Added language to [Policy 0.00](#) permitting extension of interim status with approval by majority vote of Senate.

Action Steps:

Alexa Sedlacek and Kenneth Elgersma will investigate questions and matters that need to be considered prior to further revision of Policy 0.00 to address this matter.

5. **New policy** governing student academic ethics violations discovered post-graduation should be created, as advised by the Office of the Provost during this year’s revision of Policy 3.01. Consider contingent situations that are pertinent to such a policy. Research precedents in other universities.

Action Steps:

1. Identify pertinent stakeholders across campus (Office of the Provost, University Council, etc).

Subcommittee: Alexa Sedlacek, Kenneth Elgersma.

[Stakeholders working doc](#)

2. Research precedents at other universities and colleges. See research from last year by

Patrick Pease, Office of the Provost, [Considerations for Policy 3.01](#). Work through the Provost’s network to collect this information.

Subcommittee: Megan Balong, Shelley Price-Williams, Evette Edminster, Timothy Dooley, Melanie Hill.

[Institutional precedent working doc](#)

3. Draw up possible scenarios for post-graduation disciplinary action. Share with stakeholders for comment, deciding which are feasible to address and which are not.

Subcommittee: Cathalene Bowler, Randall Harlow, Imam Alam.

[Post-graduation violation scenarios working doc](#)

6. Seek nominations and elect 2023-24 committee chair and vice chair

- a. The FSPC voted to elect Randall Harlow as chair and Megan Balong as vice chair.

Pending business

Future business

Adjourned at 4:35 pm

Respectfully submitted by Randall Harlow, September 11, 2023

Chair of the Faculty Senate Policy committee

Faculty Senate Policy Committee
Meeting Minutes
October 9, 2023 3:30 - 5:00 pm

In attendance: Imam Alam, Megan Balong, Cathalene Bowler, Timothy Dooley, Evette Edmister, Randall Harlow, Shelley Price-Williams, Alexa Sedlacek
(a quorum was present)

Call to order at 3:30 PM

Current business

1. [Policy on Policies 0.00:](#)
 - a. New language for “Dissemination of Policies” paragraph, reflecting changes in email distribution and maintenance of university policies, has already been put in place by University Counsel. Our committee will inquire whether the proposed change of eliminating references to Inside UNI requires a Senate vote or can be implemented immediately by University Counsel.
 - b. Following extensive work by Alexa Sedlacek and Kenneth Elgersma, the committee feels that the issue of Interim Status is already addressed in Policy 0.00 and thus no new revisions are warranted at this time. The committee recommends that the full senate discuss the fact that the interim status of Policy 13.02 is in violation of Policy 0.00 (see “Other”§1) and must be reviewed through the official process by the Spring ‘24 semester.

2. Updates from subcommittees regarding issues pertaining to the drafting of a new policy governing student academic ethics violations discovered or committed post-graduation.
 - a. Pertinent stakeholders across campus. (Alexa, Kenneth)
[Stakeholders working doc](#)
 - i. The Library was added as a stakeholder in so far as plagiarism could impact theses in ProQuest.
 - b. Precedents at other universities and colleges. (Megan, Shelley, Evette, Timothy,, Melanie)
[Institutional precedent working doc](#)
 - i. Megan Balong will reach out to Patrick Pease to ask whether he has information on hand regarding precedents from other universities and what he views as the scope/aims of this new policy.
 - ii. Shelley Price-Williams will reach out through discussions boards to administrators from other universities for information regarding precedents in their institutions and will share a doc concerning best practices for crafting such policies.
 - c. Possible scenarios for post-graduation disciplinary action. (Cathalene, Randall, Imam).
[Post-graduation violation scenarios working doc](#)
 - d. ACTION STEPS: Committee members should continue working on subcommittee topics, but at the same time should review and comment on the other working docs as needed. Once we have more information from Patrick Pease and more examples of precedents from other institutions we can consider which stakeholders to contact and when.

Pending business

Future business

Adjourned at 4:06 pm

Respectfully submitted by Randall Harlow on October 9, 2023
Chair of the Faculty Senate Policy committee

Faculty Senate Policy Committee Meeting Minutes November 13, 2023 3:30 - 5:00 pm

In attendance: Imam Alam, Megan Balong, Evette Edmister, Kenneth Elgersma, Randall Harlow, Melanie Hill, Shelley Price-Williams, Alexa Sedlacek
(a quorum was present)

Call to order at 3:30 PM

Updates

- The committee reviewed additional changes to **0.00 Policy on Policies:**
 - Revision of PRC faculty representation based on revisions approved by the Faculty Senate in March, 2021 and overlooked in the revisions passed last month.
 - Changes in Policy Review Committee (PRC, a subcommittee of the University Council) put forward by University Counsel addressing the President's wish end the University Counsel's position as chair of the committee and instead appoint the following co-chairs: Assistant to President for Institutional Effectiveness & Planning (Kristin Moser) and Chief of Staff, Board & Governmental Relations (Oksana Grybovych Hafermann).
 - **The FSPC requests Faculty Leadership** to ask University Counsel or President Nook to state on the record why this change is in the best interests of shared governance at UNI, particularly since it affords the President the power to add up to two additional representatives to the committee.

Current business

1. Proposed new post-graduation ethics policy
 - a. The committee is awaiting the Associate Provost's reply concerning 1) whether a new policy is truly necessary or if additional provisions to Policy 3.01 will suffice, and 2) what scope of misconduct and sanctions would or could be covered by such a policy.
 - b. Updates from subcommittees:
 - i. Pertinent stakeholders across campus. (Alexa, Kenneth):
[Stakeholders working doc](#)

- ii. Precedents at other universities and colleges. (Megan, Shelley, Evette, Timothy,, Melanie): [Institutional precedent working doc](#)
 - 1. Shared numerous examples from policies at other universities.
- iii. Possible scenarios for post-graduation disciplinary action. (Cathalene, Randall, Imam): [Post-graduation violation scenarios working doc](#)
- c. ACTION STEPS:
 - i. Given examples we have seen from other institutions, the committee feels that post-graduation violations can be addressed through additional language within Policy 3.01.
 - ii. Share the Institutional precedents working doc with University Counsel and ask their opinion as to 1) whether similar language could be added to [Policy 3.01](#), and, since it post-graduation violations entail an extension of the statute of limitations beyond enrollment, 2) what scope of violations should this language cover, and 3) how specific should sanction language be (i.e. is it sufficient to say “sanctions including, but not limited to, X, Y, and Z may be imposed by the Associate Provost for Academic Affairs”)

Pending business

Future business

Adjourned at 3:51 pm

Respectfully submitted by Randall Harlow on November 13, 2023

Chair of the Faculty Senate Policy committee

**Faculty Senate Policy Committee
Meeting Minutes
February 12, 2024 3:30 - 5:00 pm**

In attendance: Imam Alam,, Evette Edmister, Randall Harlow, Melanie Hill, Shelley Price-Williams

(a quorum was present)

Call to order at 3:30 PM

Current business

1. After reviewing feedback from Patrick Pease and Tim McKenna regarding student academic ethics violations discovered or committed post-graduation, the committee elected to add a clause in [Policy 3.01](#) giving the Office of the Provost leeway in addressing such violations.
2. The committee refers back to the full Senate the question of whether or not to draft a new policy addressing possible degree revocation, a process which will need to involve UNI’s counterparts at ISU and Ulowa in consultation with the Board of Regents.

Adjourned at 3:44 pm

Respectfully submitted by Randall Harlow on February 12, 2024
Chair of the Faculty Senate Policy committee

Faculty Senate Policy Committee
Meeting Minutes
April 8, 2024 3:30 - 5:00 pm

In attendance: Cathalene Bowler, Melissa Dobosh, Evette Edmister, Kenneth Elgersma, Randall Harlow, Melanie Hill, Shelley Price-Williams.

(a quorum was present)

Call to order at 3:30 PM

Current business

1. Senate Chair Dobosh shared feedback from the Policy Review Committee concerning three policies that they feel warrant additional review and revision. The FSPC formulated the following action steps for each:
 - a. [10.08 PRC comments](#)
 - i. Work with the Office of Distance and Online Education (ODE) to figure out if the categories and definitions as drafted in the policy revisions in Spring of 2022 match current practice.
 - ii. Based on ODE feedback, revise and return to PRC and University Counsel.
 - b. [13.13 PRC comments](#)
 - i. Work with RSP to address concerns that Summary of Procedures §2 mandates actions that could tip off the Respondent prior to the RIO contacting the Respondent to notify them that an inquiry process has been initiated.
 - ii. Consider PRC's suggestion to remove "other practices" in the Policy Statement, since such practices are undefined.
 - iii. Make sure definitions (e.g. plagiarism, fabrication, etc) align between this and Policy 3.01.
 - c. [3.01 PRC comments](#)
 - i. Remove Dean of Students from the policy and entire process.
 - ii. Consider PRC's suggestion to remove "mindful of possibility of cultural differences". The FSPC and Senate must decide whether or not to stand by this clause.
 - iii. Clarify faculty discretion as to whether an "incident rises above the level of a routine grading issue for a course" with regards to the Notice of Academic Ethics Concern. Does this imply that academic misconduct could be a routine grading issue?

2. Clarification of limitations of “religious observances” as a mandatory excused absence within Policy [3.06](#).
 - a. Consult with student government: what are some common sense guardrails that could be written to ensure that this is enacted equitably and fairly?
 - b. This policy issue will be addressed at the start of the Fall term.

Adjourned at 4:35 pm

Respectfully submitted by Randall Harlow on April 8, 2024
Chair of the Faculty Senate Policy committee