

UNIVERSITY OF ILLINOIS  
URBANA-CHAMPAIGN SENATE  
University Statutes and Senate Procedures  
(Final; Action)

SP.14.12      Revision to *Standing Rule 13*

**BACKGROUND**

According to the *Senate Bylaws*, the Committee on Educational Policy is responsible for “educational policy matters over which the Senate has legislative jurisdiction, including . . . initiation, changes or discontinuance of curricula” (Part D (8)(2)). In meeting the obligations described in the *Bylaws*, Senate Committee on Educational Policy (EPC) relies on *Standing Rule 13* which describes a process for review of proposed changes to academic units, including formation, termination, separation, transfer and other changes in status. This proposal would amend *Standing Rule 13* to clarify that process in situations where changes in the scope or size of a program might have a significant impact on an academic unit.

In recent years, EPC has identified several situations where departments, colleges and the administration make changes to academic units that are outside the scope of *Standing Rule 13* but that nevertheless have a lasting impact on both students and faculty. For example, the EPC reviews the opening and closing of programs and degrees, but does not review their size or their scope. Thus, a unit may unilaterally make a dramatic increase in the number of students it chooses to admit to a program, which may have the effect of undercutting other programs. In addition, a department, college, or the Office of Admissions can effectively close a program by not admitting students. Thus, changes to program size and scope can be used to circumvent faculty governance over programs and curriculum.

The proposed revisions would also address other situations that might affect campus organization, such as administration decisions about the way that disciplines are arranged in campus structures.

The nature of the EPC review in this proposed revision would also provide greater transparency and accountability in the review processes. The EPC would be able to collect and retain memoranda of understandings among departments, colleges and administrators.

**RECOMMENDATION**

The Senate Committee on University Statutes and Senate Procedures recommends approval of the following revisions to *Standing Rule 13*. Text to be added is underscored and text to be deleted is indicated by ~~strikeout~~ (e.g., ~~sample text for deletion~~).

**PROPOSED REVISION TO *STANDING RULE 13***

**1 Formation, Termination, Separation, Transfer, Merger, Change in Status, or Renaming of  
2 Units**

- 3 • A. If a unit of academic governance or administration intends to make a significant  
4 change to the enrollment or faculty in a current degree, major, minor, concentration, or  
5 other educational program, it must first file with the Senate Committee on Educational  
6 Policy a statement detailing its intent. Any student, staff or faculty member or  
7 administrator who believes such a change is being contemplated may also ask the  
8 committee to determine whether the change would be of sufficient magnitude to require  
9 submission.

10 After receiving the statement, the committee may require verification that the proposing  
11 unit has informed all affected units, faculty and enrolled students. The committee may  
12 solicit comments from these and additional parties. Upon review of these materials, the  
13 committee shall determine what further action is required, including a public hearing,  
14 periodic re-evaluation of the proposal’s progress, or further Senate action.

15 For the purposes of this Standing Rule, “significant” changes shall be those that are  
16 intended to last two years or more and that lead to modification of faculty size by at least  
17 25 percent or student enrollment by at least 25 percent (for programs with 100 or more  
18 students) or at least 50 percent (for programs with fewer than 100 students).

19 Plans that seek eventual termination of a program require approval by the committee and  
20 the Senate before any action is taken to terminate admissions, transfer faculty or remove  
21 the program from a unit website or the campus Programs of Study.

- 22 • AB. In order to provide for active discussion of a proposal for termination, separation,  
23 transfer, merger, or change in status of any academic unit, the originator of the proposal  
24 (e.g., Dean of College, Vice-Chancellor for Academic Affairs) and the Chair of the  
25 Senate Committee on Educational Policy shall, well in advance of the proposal being  
26 forwarded to the Senate, determine an appropriate forum for a public hearing and appoint  
27 a person to chair the hearing. The originator of the proposal and Chair of the Senate

28 Committee on Educational Policy (or their designees) shall attend the meeting.  
29 Responsibility for providing a meeting place, publicizing the hearing, and preparing  
30 minutes shall rest with the originator of the proposal. The Senate Committee on  
31 Educational Policy shall be responsible for collecting written comments and assuring that  
32 all of the necessary tasks are completed in an acceptable manner. Minutes shall be taken  
33 and forwarded to the Senate; a full transcription of the hearing is not necessary. The chair  
34 of the hearing shall encourage presenters to provide written comments that shall be  
35 forwarded to the Senate.

- 36 • B.C. In any proposal for the formation or change in academic organization (such as,  
37 termination, separation, transfer, merger, change in status, or renaming) of an academic  
38 unit, as provided in the *University Statutes*, Article VIII, the advice of the faculty at each  
39 level (e.g., department, school, college, as applicable) shall be taken and recorded by vote  
40 of the faculty. Voting shall be as provided in the bylaws of each unit. The vote shall be  
41 reported to the Senate by the Committee on Educational Policy when the proposed  
42 change is considered by the Senate.

UNIVERSITY STATUTES AND SENATE PROCEDURES

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