

Administrative/Professional Council Meeting
October 25, 2001
1:30 p.m.
Prairie Room I, Bone Student Center

Present: Chika Nnamani, Susan Blystone, Rob Flot, Maureen Blair, Betty Kinser, Mike Baum, Paul Jarvis, Jan Bremner, Steve Klay, Jeff Lopez, Sue Zinck, Jewel Gray

Excused: Molly Arnold, Sally Pyne, Larry Jobe

Guests: Dr. Alvin Goldfarb

Guest's Remarks

Guest Goldfarb gave a brief report of "how things are going on campus" from his perspective. He has been very pleased with the progress being made on Educating Illinois. He believes that the campus is embracing the plan's values. The Educating Illinois Website provides a continually updated report card of how the University is progressing on the action plans. Goldfarb highlighted the recent additions of three important campus services, the Minority Student Academic Center, the Student Service and Referral Center, and the Tech Zone. Goldfarb also relayed the President's pleasure at the improvements made in making the University's presence known. We are recruiting academically stronger students, and several Illinois State programs have been in the spotlight recently. Dr. Boschini believes that this is because the University is doing a better job of "telling our story."

In other news, Goldfarb also discussed the work of the Finance and Planning Committee on academic restructuring. No vehicle for change has been in place previously, and this committee is charged with making recommendations, with an initial report due to Goldfarb by November 15.

Nnamani asked when/whether it would become possible for A/P staff to take classes at other universities, as civil service employees have been able to do for some time. Goldfarb responded that it is a legislative issue that is being looked into. He hoped that this would become a benefit for AP staff in the future.

Approval of Minutes

The Council approved the minutes of the August 23 and the September 27 meetings, with a correction to the 8/23 minutes. Paul Jarvis' name was omitted from the list of those in attendance. Moved and seconded by Bremner and Lopez.

Chair's Remarks – Nnamani

Nnamani reported that he had received E-mail from an A/P staff member who was concerned that he had not received a response when he had indicated an interest in serving on the Council. Nnamani indicated that this might highlight the need for a structured mechanism for notifying A/P members who have volunteered for an office, or of the outcome of election results. After discussion, it was determined that Nnamani will contact the A/P member for clarification of the request.

Nnamani also reported that Campus Master Plan Steering Committee representatives Dick Runner and Joe Rives would be returning to the Council on December 13 to provide a status report.

Liaison Remarks – Zinck

Zinck reported that this is a somewhat slower time in academic personnel, and thus are using the time for evaluation and cross training. They are working on trying to alleviate problems that are being experienced when information is being requested related to employee appointments beyond when this information began being stored electronically. The process of locating this information is difficult and time consuming so they are exploring ways that it may be streamlined.

Committee Reports

President's Campus Communication Committee – Gray

The Campus Communication Committee (CCC) met on October 11 to review the Board of Trustees (BOT) agenda and to develop its letter to the BOT. The Committee then met with President Boschini on October 17 to review the letter's contents and confer with President Boschini on pressing issues with the BOT.

Christa Lawhun presented the letter to the BOT on October 19. The letter addressed the following points.

- The CCC is pleased with the direction our campus is taking.
- The tuition and fee increases are both necessary and affordable. It is a moderate increase that brings tuition more in line with the affordability index.
- The Affirmative Action Plan showed some inequity with gender – mostly in traditionally male positions. The Committee hopes that Illinois State University would do its part in changing societal inequity through efforts to provide a model campus.

- The Illinois State University Plan for Diversity is a core value and there should be continued implementation in overcoming the gender gap and enhancing the number of people from Underrepresented Groups.
- The Campus Development Master Plan was very well received. (The pre-meeting forum had excellent attendance and response.)
- Illinois State's support of Governor Ryan's Executive Order addressing the needs of full-time employees who have been called to active duty in the armed services was noted and appreciated.

Awards – Arnold

No report.

Illinois Foundation Board – Lyons

No report.

Parking – Jarvis

No report.

Performance Appraisal Review – Arnold

No report

Academic Senate – Baum

Baum indicated that he would be sending E-mails to Council members with the minutes from each Academic Senate meeting. The minutes of the Senate are posted, along with other timely documents, reports and information on the Senate's web page [<http://www.academicssenate.ilstu.edu/>].

Academic Senate Meeting: October 24, 2001

I Minutes were approved; Senate Chair, SGA President and University Administrators made remarks.

II Committee Reports.

The Academic Affairs Committee is considering proposed changes in admission policies that would enable the University to identify and accept more highly motivated students.

The Administrative Affairs Committee is considering more specific guidelines for student protests that will nonetheless maintain the students' academic freedom.

The Planning and Finance Committee is developing a draft of guidelines for collegiate and department restructuring as well as considering recommending a recurrent process for reviewing such restructuring the university.

The Rules Committee will bring to the Senate proposals for changes in the ISU Constitution and the Senate Bylaws that would provide for the nomination and election of the new non-tenure-track member of the Senate. It has begun consideration of a proposed Academic Freedom, Ethics and Grievance Committee that would replace the separate Academic Freedom Committee and Ethics and Grievance Committee. The first draft of the document establishing this committee has been drawn up by a university-hired lawyer.

III Information Items (action items at the next meeting):

Graduation Goal Policy. The Associate Vice President of Undergraduate Studies, Eric Thomas, is proposing that the University adopt as its official policy the goal of a 60% graduation rate for freshman. The average rate for ISU freshman at the 6-year point is about 55% [and has been at that point for well over 20 years], well above the state and national averages of 50% for comparable universities. Typically we have been 2nd or 3rd in the state when compared to the other public institutions [UIUC is the highest at ~70%].

Two-tiered Program Admissions Policy. Senator Thomas also proposes that the University adopt a two-tiered policy for admission into a department major and continuation within a program. This would allow for departments to set:

- minimum requirements for entry into any major within the department;
- minimum requirements for continuation in each departmental.
- Two additional changes are deemed needed to make the two-tiered program admissions policy work:

Change the General Studies Major to a Major in University Studies.

Students who fail to achieve admission into major would be put in or be allowed to elect a University Studies Major. The University Studies degree program would enable a student to graduate. Within several years, 200 to 500 are expected to be University Studies students. The major calls for:

- course work equivalent to two minors in two departments.
- 42 200- or 300-level hours, of which at least 9 are at the 300 level.

- a general advisor who will help all such students pick their two areas of study from the universities 34 or so departments and will guide them in constructing a cohesive plan of study.
- a cap-stone experience guided by the general advisor.
- no necessary involvement of individual departments.

Interdisciplinary Studies Program. The third element needed to make this change, is to create an Interdisciplinary Studies Program for those special students with high GPA's, one that allows them to create/design their own, interdisciplinary course of study leading to graduation.

IV Sense of the Senate Resolution.

The Senate voted to express its desire for a twelve-month payroll option to be added to the present nine-month payroll practice. Faculty have been asking for a twelve-month option, it was noted, for over 30 years. The Vice President of Finance and Planning, Steve Bragg, noted that the best way to do this would be to be an entirely new system that would cost over a million dollars. Other senators reminded the university community that the ISU Credit Union will create a payroll deduction plan that accomplishes a similar option, should that work for a given individual.

Elections – Lopez & Bremner
No report.

UHEC, Task Force on Alcohol Policy –Pyne
No report

University Sick Leave Bank – Lopez

There have been three requests of the bank since the last Council meeting. The bank is still in good condition. Lopez also noted that there is a need developing to formalize the request process. This will help to identify those employees with a legitimate need for the bank. The current process only requires that the requestor submit a letter. Lopez will be talking with Tom Fowles in Human Resources about developing more specific guidelines. Through discussion, Council members proposed that a form or questionnaire be developed.

University Web Planning & Advisory – Baum
No report

Old Business
No old business.

New Business

Nnamani reported that the proposed 2006-2007 Academic Calendar is being circulated among the University community. Feedback should be forwarded to Larry Alferink in Undergraduate Studies.

Future 2001 Meetings

November 15 Spotlight Room – Dr. Susan Kern, Vice President, University Advancement

December 13 Spotlight Room – Joe Rives & Dick Runner, Campus Master Plan

Future 2002 Meetings

January 24 Prairie 1 – Dr. Steve Bragg, Vice President, Finance & Planning

February 21 Spotlight Room – Dr. Alvin Goldfarb – *Educating Illinois* update

March 21 Prairie 1 – Dr. Helen Mamarchev, Vice President, Student Affairs

April 25 Prairie 1 – Dr. Victor Boschini, President

May 23 Spotlight Room

Adjournment

The Council meeting was adjourned at 3:00 p.m. Moved and seconded by Jarvis and Kinser.

Respectfully submitted,
Steven Klay, Secretary