

Administrative/Professional Council Meeting
December 12, 2002
1:30 p.m.
Administrative Conference Room, Bone Student Center

Present: Molly Arnold, Mike Baum, Deb Gentry, Elaine Graybill, Kristin Harding, Larry Jobe, Betty Kinser, Steve Klay, Gail Lamb, Jeff Lopez, Mindy Mangialardi, Chika Nnamani, Joe Rives, Sharon Stanford

Absent: Rob Flot, Paul Jarvis

Guests: Derek Story

Approval of minutes

The Council approved the minutes of the October 24, 2002 meeting as submitted. Moved and seconded by Stanford and Kinser.

Chair's Remarks – Chika Nnamani

Nnamani thanked the Council members for their presence and involvement during the Provost search. The process is nearing closure. The committee anticipates being able to present President Boschini with their assessment of the process very soon, and he will make the final decision

Liaison's Remarks – Sharon Stanford

Stanford made several comments related to the A/P and Civil Service hiring freeze, which became effective on December 7. Council members expressed that many A/P staff members are concerned about the effects of this restriction, and the information on which the decision was based. The Council also discussed the merits of an "official" response to this announcement. Stanford reported that studies are being conducted in order to present an accurate picture of A/P numbers, and how classification decisions may affect this picture. It was determined that a response from the Council would not be appropriate until this information has been collected and evaluated. It was requested that Nnamani invite President Boschini to a Council meeting in early 2003.

Note: President Boschini will be a guest at the January 23, 2003 meeting.

Committee Reports

President's Campus Communication Committee – Molly Arnold

No report.

Illinois Foundation Board – Joe Rives

No report.

Parking Committee – Paul Jarvis/Larry Jobe

No report.

Academic Senate – Mike Baum

Baum had provided a report of the December 12, 2002 Academic Senate meeting to Council members, and he commented on these notes:

The Chair, Lane Crothers made a couple of brief remarks as did SGA President Bathauer.

Dr. Boschini was out of town. Provost Bowman commented on the A/P and Civil Service hiring freeze stating that it was a serious measure not undertaken lightly. He explained that the continued budgetary pressures being placed on the State and on Illinois State made the choice a prudent one. Dr. Boschini himself will review every position that might seek an exception and will be most mindful of those positions funded by grant dollars. He also spoke to the recent recommendation of the IBHE on higher education funding, suggesting that it is very unlikely that any new monies will be appropriated for operating budgets.

In his remarks, Dr. Bragg pointed out that even in the IBHE request for new monies, much of it would be earmarked to go to fund the State Retirement System, which has a State mandate to decrease its unfunded liability and to replace the money taken away this year for student assistance grants. As to any suggested pay increase within higher education, the proposal was for approximately 2.3% increase and a 2+1 +1 salary model. He too was very pessimistic about Illinois State actually seeing any increase. Finally, he said that the IBHE recommendations for capital improvements ranked the Stevenson/Turner Hall improvements at item # 11, which gives it a good chance of being funded.

The various committee chairs then reported on work in progress

On the Action Item agenda was an item to appoint Jack Howard to serve as the Faculty Senator representative to the University's 150th Steering Committee, which was approved. This was followed by a lengthy and contentious debate regarding the return of the proposed Academic Senate endorsement of the concept of Student Involvement Transcripts. Ultimately a revised endorsement did pass the Senate, one that endorsed further exploring the concept but which also raised significant concerns and requested that any proposal to implement a SIT return to the Senate for approval.

Finally the Senate considered an item that had gone on the Consent Agenda but was required to be discussed at a Senate meeting because of the requests of one or more senators. The item changes the foreign language graduation requirement for those students entering the College of Arts and Sciences beginning in the 2005-06 academic year to 3 years of a single language taken in high school or completion of the second semester of college-level foreign language or equivalent proficiency as determined by examination. After a presentation by representatives for the College and those who served on the various University committees that had already reviewed and endorsed this change the Senate moved the item to an action item and then approved it.

The Senate then went into Executive Session to discuss distinguished professor recommendations, after which it adjourned.

Note: Please make use of the [Academic Senate web page](#) where copies of all of the Senate minutes and other documents are posted. In that way, you may obtain information that is more detailed.

Elections – Jeff Lopez

No formal report, but election issues were discussed at a point later in the meeting.

University Sick Leave Bank – Jeff Lopez

No report.

University Web Planning and Advisory Committee – Mike Baum

No report.

Old Business

No Old Business.

New Business

Nnamani had been requested to select a Council member to serve on the 150th Anniversary Committee, which is now being formed. Kristen Harding has accepted that appointment, and will serve as the Council's representative.

Discussion

The Council first discussed our election process, which will take place during the spring semester. Current Election Committee member, Jeff Lopez, indicated that it was immediately necessary to appoint two new members to comprise this committee. He clarified that these volunteers must be current Council members who would be returning to the Council for '03-'04. Mindy Mangialardi and Elaine Graybill volunteered for these positions. Lopez added that it was also necessary to appoint someone from outside the Council to serve as the Elections Officer. Mike Schermer has served in this role for the past few elections. It was determined that Lopez, Mangialardi and Graybill would meet to discuss the election process, and will make a recommendation to the Council regarding the Election Officer position.

There was also brief discussion regarding issues that have previously been discussed concerning Council size and representation structure. It was determined that the new Election Committee would also explore these issues, and make a recommendation to the Council.

Graybill introduced another issue for discussion. She indicated concerns regarding the need for improvements related to information disclosed to potential A/P staff members during the hiring process. She cited information about salary range and retirement fund issues as examples. Following discussion, Nnamani requested that Sharon Stanford provide the Council with information regarding A/P classification. He also requested

volunteers to benchmark these issues with other state institutions. Arnold and Jobe volunteered for this task. It is the Council's intention to provide a recommendation to the new Assistant Vice President for Human Resources when he/she is hired.

Gail Lamb proposed a topic for future discussion by the Council concerning the appraisal process of A/P staff members, and how that relates to pay raises, when they are available. She believes that a lack of consistency currently exists. This topic will appear on the January agenda.

Adjournment

The Council adjourned at 3:05 p.m. Moved and seconded by Lopez and Arnold.

Respectfully submitted,
Steven Klay, Secretary

Future 2003 meetings:
January 23 Spotlight Room
February 27 Spotlight Room
March 27 Spotlight Room
April 24 Spotlight Room
May 22 Spotlight Room
June 26 TBA