

ILLINOIS STATE UNIVERSITY

Administrative/Professional Council Meeting

December 16, 2004

1:15 p.m.

Spotlight Room

Council members present: Deb Gentry, Elaine Graybill, Kim Hays, Steve Klay, Annette Levitt, Mindy Mangialardi, Amy Mersinger, Jess Ray, Mark Vegter

Ex-officio members present: Paul Jarvis, Kaye Johnson, Mboka Mwilambwe, Maureen Smith

Council Chair, Mindy Mangialardi, called the meeting to order at 1:15 p.m.

Approval of minutes

The Council approved the minutes of the November 18 meeting, as read. Minutes of meetings are available on the Council Web site, <http://www.apcouncil.ilstu.edu/>.

Chair's Remarks – Mindy Mangialardi

Mangialardi reported on the following items:

- In their regular meeting, President Bowman shared that the capital campaign had ended well over the goal. He was particularly pleased that over half of the money is “spendable” money (rather than money that will be received later via trusts or wills).
- 99% of employees have completed the mandatory ethics training.
- Bill Cummins will be attending the January 13 Council meeting to provide an update on the SS# to UID transition process.
- Steve Adams will also be attending a Council meeting in April to discuss the search for a new Athletic Director. Adams is chairing that search committee.
- Information regarding the Annuitants Association was distributed.
- A listing of the quantitative and qualitative actions related to Educating Illinois is now available for review. Feedback should be directed Mindy who will compile and pass it on to Joe Rives.

Liaison Remarks – Kaye Johnson

Johnson reported that the A/P salary benchmarking project is nearing completion. She will hopefully be sharing information gleaned from this research in January.

Academic Senate Report – Mboka Mwilambwe

Mwilambwe provided the following report regarding the December 8 Academic Senate meeting:

The meeting was called to order at 7pm.

In order to accommodate schedules, the Senate first heard from Prof. Jon Rosenthal who gave a summary of the revisions being considered for the General Education program, which primarily consists of abolishing FOI and folding the inquiry and critical thinking aspects of the course into COM 110 and ENG 101. At this point, it is anticipated that those courses will be primarily taught by Graduate Students and Non-Tenure-Track faculty (the quality of teaching is not expected to be inferior since both groups bring some years of teaching experience).

Chair and Vice Chair Remarks:

- **Senator Crothers** reported that he met with Senate chairs from other institutions from across the state. He highlighted the fact that he came away with the notion that the institutions where top administrators valued and encouraged shared governance seemed to have a more effective Senate. In some cases, Senate chairs have been prohibited from contacting legislators, which is not the case at ISU for example. The group will meet again in April.
- **Senator Rinker** introduced three students that had been selected by SGA as senators. SGA has one more slot to fill with a Fine Arts student.

In the Spring, SGA plans on maintaining a booth in the quad in order to increase its presence on campus. They will also be doing some lobbying of legislators in Springfield.

Senator Rinker also asked members of the Senate to relay to their students that responses to SGA's e-mails needed to be a little more courteous. While most students have responded positively, there have been a few that have crossed the line.

Administrators' Remarks:

- **President Bowman** informed the Senate that he and the campaign team are working on several large gifts, with one being the largest private gift ever donated to ISU. He also noted that ISU is in a very good position as 54% of the gifts are in cash, which is unusual for most campaigns (a large part are deferred contributions). The impact can be immediately seen for example in the Strength and Conditioning Center expected to be completed on 3/1/05. ISU is also in line to receive some federal funds but

those are awaiting President Bush's signature as they are part of bills submitted to him.

President Bowman reported that ISU had a 99.7% compliance rate with the Ethics test (to date, only 1 faculty and 19 students had not taken the test).

Finally, President Bowman indicated that he is looking to formalize student lobbying in the Spring. He also thanked students for their attendance at athletic events.

- **Provost Presley** indicated that the total number of applications received and processed was up by 4%, however there are still a few to be processed so that number is likely to change. The number of students not admitted is up by 34%.

The task force on advising is now up and running and will be chaired by Tim Hunt (Chair, English Department).

Provost Presley also indicated that he is in the process of analyzing the cost of Graduate Programs and looking ways to improve it.

- **Vice-President Mamarchev** gave the Senate details about commencement.

Vice-President Bragg was not present.

Committee Reports

Academic Affairs: the committee continued their discussion on how to strengthen Distance Education with members of Extended University and Center for the Advancement of Teaching.

Administrative Affairs: the committee is currently working on the policy regulating the disestablishment of academic units, the Alcohol Tailgating policy. The committee is also continuing its revisions of the Administrator Selection policy and any comments or feedback can be e-mailed to members of the committee.

Faculty Affairs: announced that they have selected a chair for the Faculty Review committee.

Rules: the committee did not meet, however they are working on the Faculty Code of Ethics.

Planning and Finance: Vice-President Kern provided the committee with an overview of her division and how it has been impacted by the budget cuts.

IBHE-FAC Report

Prof. Curt White gave his report which summarizing his attendance at two meetings (11/11/04 and 12/03/04). His summaries are available at the following addresses:

<http://www.academicssenate.ilstu.edu/Committees/IBHE-FAC/04-05IBHE-FAC/IBHE-FACReport2004-11-12.htm>

<http://www.academicssenate.ilstu.edu/Committees/IBHE-FAC/04-05IBHE-FAC/IBHE-FACReport2004-12-03.htm>

Action Item:

12.01.04.01 Elimination of Foundations of Inquiry (IDS 101) (Senate Executive Committee)

The Senate voted to eliminate the FOI course.

Information Items

11.10.04.01 Mass Electronic Communications Policy (Rules Committee)

This item was moved to an action item and approved unanimously by the Senate.

09.29.04.01 University Library Policy (Rules Committee)

After a brief discussion, it was agreed that the item would be returned to the Rules Committee for either revisions or for Dean Cheryl Elzy to come in front of the Senate and explain the policy. The main concern expressed by some about the policy is that it is felt to be too large in its proposed form and appears to be presented in a more of a FAQ format rather than a policy (which some pointed should be more simple and to the point).

Communications

12.01.04.02 Sense of the Senate Resolution: Endorsement of General Education Revisions (Senate Executive Committee)

The Senate approved and thereby endorsed the revisions to the General Education program.

11.12.04.05 Distinguished Professor Designation (Provost Presley)

Provost Presley informed the Senate that this process failed to identify a qualified individual for FY05.

11.23.04.01 Team Excellence Awards – Request for Nominations

The meeting was adjourned at about 8:30 pm.

Committee Reports

Elections Committee – Annette Levitt

Levitt provided an update on the elections process. The committee had met, and elections are projected to be held during the last week of March.

Constitutional Review Committee – Annette Levitt & Deb Gentry

Levitt shared that, following the input received during the latest Council meetings, the committee will be addressing what they perceive as the most “glaring” issues – those that have needed changing for some time. This includes issues concerning shared governance, which will be revisited at a future Council meeting. Our schedule just does not provide the opportunity to deal with every issue at this time. The committee will return at a later meeting with recommendations to be included on the spring election ballot.

New Business

U-Club Sponsorship – Amy Mersinger

Following the recommendation that the Council will host a future U-Club meeting, the committee established that three meeting dates are currently available for sponsorship – February 4, 15 and 25. It has been proposed that we will use this meeting as an opportunity to share information about the Council with A/P’s. It is hoped that this would generate interest in the upcoming election, and assist those who may be interested in running. There was further discussion about the purpose of such an event.

It was moved and seconded by Mersinger and Levitt, respectively, that the Council will host the University Club meeting on February 4, 2005. The motion was approved by the Council. The PR committee will meet to determine an agenda for the event.

Spring Meeting for all A/P's – Mindy Mangialardi

This discussion topic was held over from a previous meeting. Discussion centered on the purpose of such a meeting. Phil Adams (ISU lobbyist), Steve Bragg and President Bowman were proposed as potential guest speakers. As another option, it was proposed that we might sponsor a series of “brown bag” discussions, rather than one large meeting. This seemed to meet with the Council’s approval. Hays and Gentry moved and seconded, respectively, that a committee be formed to schedule 3 brown bag sessions, one per month in March, April and May. The motion was approved. Elaine Graybill, Steve Klay, Kim Hays, and Maureen Smith will serve on this committee, and will meet soon to plan these sessions.

Adjournment

The Council adjourned at 2:10 p.m. Moved and seconded by Jess Ray and Elaine Graybill, respectively.

Respectfully submitted,
Steven Klay, Secretary

Future 2005 Meetings

- January 13 Spotlight Room
- January 27 Spotlight Room
- February 10 Spotlight Room
- February 24 SSB 314
- March 10 Spotlight Room
- March 24 SSB 314
- April 14 SSB 314
- April 28 Spotlight Room
- May 12 Spotlight Room
- May 26 Spotlight Room