

**ILLINOIS STATE UNIVERSITY**  
**Administrative/Professional Council Meeting**  
**December 18, 2003**  
**1:15 p.m.**  
**Spotlight Room, Bone Student Center**

**Council members present:** Deb Gentry, Julie Goodlick, Elaine Graybill, Paul Jarvis, Gail Lamb, Rick Lewis, Sally Pyne.

**Ex-officio members present:** Kaye Johnson; Chika Nnamani, Joe Rives.

**Council members absent:** Mike Baum, Betty Kinser, Steve Klay, Annette Levitt, Mindy Mangliardi.

**Call to Order**

Meeting called to order at 1:20 p.m. No changes were submitted for the agenda.

**Approval of Minutes**

The Council approved the minutes of the December 4 meeting as written.

**Chair's Remarks** – Paul Jarvis

- Jarvis wished everyone on the Council a happy holiday.
- Since the last meeting, Jarvis attended the University Children's Holiday Party and held two meetings with President Al Bowman.
- Jarvis appreciated the suggestions Council members made for representatives to several pending search committees/task forces. The following names were forwarded to President Bowman as potential A/P representatives:
  - Donna Banner, Ken Fansler, Gina Lee, and Pam Cooper for Diversity/Affirmative Action position and/or ADA Coordinator position.
  - Mark Vegter or Sandy Colbs for Task Force on Domestic Partner Benefits.
- Jarvis indicated he remains very pleased with President Bowman's sharing information and seeking input from A/Ps as well as his responsiveness to issues Jarvis has raised (for example, A/P status within the University, issues of infrastructure and space for the Council).
- Jarvis reminded the Council and other A/Ps that he welcomes suggestions for issues or questions that he might take to future meetings with President Bowman.

**Liaison Remarks** – Kaye Johnson

No report.

**Committee Reports**

**Foundation Board of Directors** – Joe Rives

Rives was pleased to note that with 369 days to go in “Redefining ‘normal’”, we have eclipsed \$70 million and are assured to make our \$75 million end-of-year goal. Rives encouraged all A/P employees to use this holiday and end-of-year break to rethink if the time is right for a gift. He pointed out that the A/P employee group has the highest level of giving among all employees; soon one in three A/P staff will be donors to the campaign. He offered thanks on behalf of the Foundation to all A/P donors, who may be considered leaders in the University Family Campaign.

#### **Presidential Search Committee – Chika Nnamani**

Nnamani reported that the entire Search Committee had a very hard time narrowing down the general pool due to the excellent caliber of the candidates. After much discussion they were able to select some candidates for interviews with the Executive Search Committee, which occurred in Chicago a few weeks ago. Nnamani noted that the caliber of this group of candidates and their comments tells us that Illinois State’s reputation across the country is extremely good right now.

Nnamani reported that a press release was to be issued very soon announcing a series of campus visits by several candidates. The visits will take place in late January and February.

A/P staff will have at minimum two opportunities to meet with the Presidential candidates during their 2 ½ -day campus visits; one will be a time period exclusively for A/Ps, while the other will be the public forums at which the candidates will speak.

**The Council would like to encourage all A/P employees to take advantage of these opportunities to meet Presidential candidates and hear them speak. It is important that A/Ps complete the evaluation forms that will be available at these events and make sure that they are returned to the correct office in a timely manner.**

#### **Unfinished Business**

##### **1. Holiday Party.**

Jarvis reported that the Holiday Party for University employees and their children on Saturday, December 6 was well attended; more than 150 individuals participated.

Several A/Ps had indicated they couldn’t attend due to conflicting events. Jarvis learned that the scheduling of the party is affected by the desire to have Gamma Phi Circus students perform. Gamma Phi performs a 45-minute show that is a focal point of the party, but those students may not be able to be included on another weekend due to finals schedules, etc.

Pyne asked whether the start time could be flexed to at least avoid conflict with the Bloomington-Normal Christmas Parade which always begins at 10 a.m. on the first Saturday in December. Jarvis will pass along the suggestion that perhaps the Holiday Party could be an afternoon affair.

The Council also agreed that we wish to continue this positive cooperative venture with the Civil Service Council. A goal for 2004 would be to announce the event much earlier to A/Ps so that they can plan to volunteer and/or attend with their families.

##### **2. Mass Electronic Communication Policy.**

After the discussion at the December 4<sup>th</sup> meeting about using e-mail to communicate with A/Ps, Goodlick sent Jarvis a copy of the latest draft of a new "[Campus Mass Electronic Communication Policy](#)." This version is dated September 2, 2003. Jarvis distributed copies. Goodlick reported that this policy made its way to the President's desk, but as of today is pending with the Academic Senate. Goodlick reported that she checked with Senate chair Lane Crothers to inquire as to when this policy might move forward; his best guess was that it will go to a committee for review and may be addressed during the spring semester.

Jarvis pointed to this as another example where it would behoove the chairs of the governance councils to meet and share information. He will contact Lane Crothers to raise the issue of expediting the Mass E-mail Policy.

Several Council members questioned whether there is still an opportunity to provide feedback on this particular policy, or others. Some concerns were expressed about hold-ups in the Academic Senate on several policies that also affect A/Ps and their ongoing work. Johnson suggested that perhaps policies could get released to the Senate and other governing bodies with required deadlines for action. Rives called for a point of clarification as to the scope of the discussion. Jarvis confirmed that when he meets with Crothers and/or President Bowman next he would begin to explore the process of policy review in general (not just the Mass E-mail Policy).

### **New Business**

#### **Educating Illinois – Joe Rives**

Rives distributed the document "Similarities and Differences Between *Educating Illinois 2000-2007* and [Educating Illinois 2003-2010](#)."

Rives thanked the Council for their feedback on *Educating Illinois 2003*. He highlighted a few of the greatest changes:

- University Mission Statement added to the Heritage, Vision and Values section.
- Two new values – Scholarship is now included as part of "Active Pursuit of Learning and Scholarship", and Innovation (which replaces Creative Response to Change).
- Goals have gone from 15 to 8. Action items have gone from 79 to 15. Rives pointed out that until the economy rebounds and budgets improve, it will be important to stay focused on the core actions and this smaller number reflects that.

Rives asked for the Council's endorsement of *Educating Illinois 2003*. Pyne moved that the Council endorse this new version; Lamb seconded.

In discussion, Nnamani brought up the fact that diversity continues to be a core value within *Educating Illinois*, yet only now are groups on campus mentioning that critical dialog is needed as to what diversity is and what it really means.

The Council unanimously voted to endorse [Educating Illinois 2003-2010](#).

### **Adjournment**

Moved by Goodlick and seconded by Graybill, the Council adjourned at 2:18 p.m.

Respectfully submitted,  
Julie Goodlick  
(filling in for Steven Klay, Secretary)

**Future Meetings**

January 22	Spotlight Room	May 13	SSB 314
February 12	SSB 314	May 27	Spotlight Room
February 26	Spotlight Room	June 10	TBD
March 11	SSB 314	June 24	TBD
March 25	Spotlight Room	July 8	TBD
April 8	SSB 314	July 22	Spotlight Room
April 22	Spotlight Room	August 12	TBD