

# ILLINOIS STATE UNIVERSITY

## Administrative/Professional Staff Council Meeting

August 26, 1999

**Attending Members:** Molly Arnold, Mike Baum, Brian Hamilton, Betty Kinser, Doug Lamb, Beverly Nance, Chika Nnamani, Sally Parry, Norris Porter, Sally Pyne, Larry Quane, Leonard Seawood, Sharon Stanford, and Cheryl Young

**Excused:** none

**Unexcused:** none

**Guest:** President Vic Boschini

President Boschini met with the Council as one of his meetings with all campus governance groups. He stated that he appreciates all the work of the Council and looks forward to working with the members to merge his agenda with the Council's.

Dr. Boschini outlined the main goals included in the Board of Trustees' charge to him:

1. First and foremost, lead the University in a capital campaign. He expressed a need for the Council and the entire campus to support Institutional Advancement and to infuse an understanding on the campus that we all work for Admissions and Institutional Advancement.
2. Develop a strategic plan for the University. A plan is due from the task force in April.
3. Continue to meet the legitimate needs of students, faculty, staff, and alumni.
4. Lead the integration of the Mennonite College of Nursing into the University.
5. Clarify the University's local, state, and national presence. In particular, he questioned whether or not a lobbyist is needed in Washington, D. C. Dr. Boschini commented on the influential members of the newly chartered alumni chapter in D. C. and speculated that many of them have the potential to assist the University.

In response to Council members' questions, President Boschini shared the following:

His general sense of campus is that we are ready to move forward, to move on initiatives and get things done. The University's focus and priority needs will result from the strategic plan. We will need to take a strong stance on establishing priorities; once those priorities are established, the monetary support will be found. There is no aggregate need for more staff, but a need to utilize what we have more efficiently and effectively.

The work of the Distinctiveness Committee (led by the Provost's Office) will feed into the strategic plan; that work is the root of the current strategic planning effort and academic affairs—what's happening in the classrooms—will guide the effort.

Dr. Boschini will be doing a great deal of fund raising, while maintaining his campus responsibilities.

He met with other state university presidents recently in Springfield. The state presidents at present are not a very cohesive group and it seems that most universities are still trying to emulate the University of Illinois. He will work to change that attitude, especially on our campus,

to establish a position that promotes what we do and what we are, rather than trying to replicate the flagship institution. Also in Springfield, he met Senator Rock for the first time and looks forward to building a working relationship with him. The Illinois Board of Higher Education is involved in several initiatives that Illinois State is not part of, although perhaps we should have gotten involved in the past in some of the initiatives. We need to get our initiatives in sync with the IBHE's. The legislature is considering resuming control of the income fund. Consequently, we need to educate the citizenry to lessen their criticism of higher education spending and processes and to encourage a better understanding of the academic environment. It is apparent that there is much work for Illinois State in external relations.

We need to strive to balance student enrollments with services provided, and focus on recruiting and retaining four-year students. A major goal is to continue to focus on recruiting brighter students.

The biggest surprise upon assuming the presidency for Dr. Boschini is that every minute is programmed and there is little room for spontaneity, a trait Dr. Boschini readily admits he enjoys. What he likes best about his new job: everything else (except the lack of opportunity for spontaneity), especially meeting with people.

The best assistance the Council can provide for the president is to support his initiatives and to let him know when we disagree with them. He advises staff to not take disagreements personally, and he asks us to support his initiatives, or convince him otherwise.

Dr. Boschini sees himself as the chief fund raiser for the University and the staff as the "idea people." This is a new role for the president at Illinois State, but raising private dollars is absolutely critical. His plans for cultivating the University's many publics are guided by Institutional Advancement's identification of the individuals and constituent groups on which he should focus.

A major university need is to get permanent administrators. Searches are being conducted this fall for the Vice Presidents for Student Affairs and Business and Finance; in the spring we will search for a Vice President for Institutional Advancement. President Boschini observed that these searches will, however, take a great deal of time.

AP Council President Baum thanked Dr. Boschini for talking with the Council and expressed a desire for continuing open channels of communication with him.

## **Minutes**

The minutes of the May 26, 1999, Council meeting were approved, with revision of Quane's report of the Board of Trustees meeting on May 7 to read: "At the May 7 BOT meeting, reports addressed three major topics: the Governor's proposed FY00 budget, the Y2K Report, and the new faculty personnel policies. The budget is still pending, but it seems hopeful that the College of Business and the Shroeder Hall projects may be funded. The Trustees officially appointed Dr. Victor J. Boschini as the 16<sup>th</sup> President of the University. The Academic Plan was approved. The gate on the west side of the Quad was officially named "The Abraham Lincoln Gate."

## **President's Remarks—Mike Baum**

Baum welcomed Council members back after the summer break from Council meetings and welcomed Martin Jackson to the Council to complete the term of Leonard Seawood who is leaving the University at the end of August. He also announced that Jane Reggio, past AP Council President, is leaving Illinois State during the fall semester to join her husband who has taken a position at West Point.

### New Elected Leaders in Campus Governance

Since the Council's May meeting, the following have been elected:

*Academic Senate:* Curtis White, Chair; Chris Knox, Vice-Chairperson; Barbara Kurtz, Secretary

*Civil Service Council:* Paul Schobernd, Chair; Christa Lawhun, Vice Chair; Sharon Foiles, Secretary; Martha Burk, Treasurer

*Student Government Association:* VaNatta Ford, President

On behalf of the Council, Baum offered congratulations to these officers.

### Campus Communication Committee

The Campus Communication Committee met a couple of times over the summer to discuss how to improve the committee's communication with the President and the Board of Trustees. If Council members have ideas about this, please let Baum know. He attended the July BOT meeting and found it very refreshing and productive.

### Status of the University Sick Leave Bank

Baum distributed a memo from Tom Fowles, Human Resources Benefits Manager, that presents statistics about the Sick Leave Bank—a total of 457 days has been donated. The memo also states that no one requested benefits from the bank in FY99, and over the next year the policy will be reviewed to explore ways to broaden membership and usage.

### Vacancies on the AP Grievance Committee

Carolyn Bartlett has contacted Baum about recent resignations that have resulted in vacancies on this committee. Baum has received from Mike Schermer the names of potential replacements, based on the highest vote-getters in the pertinent election; Baum will contact those staff to ascertain their willingness to serve out the remaining terms and will inform the Council of new committee members through e-mail.

### **Liaison's Remarks—Sharon Stanford**

Stanford announced that long-time university staff member, Arlene Johnson (Provost's Office), will be retiring from the University at the end of September. She will be greatly missed and Council members will be invited to a farewell event for her.

### **Committee Reports**

#### Illinois State University Foundation Board—Larry Lyons

The Foundation Board of Directors met June 5, 1999, and had a strong meeting with record attendance. Annual gifts for FY99 will exceed last year, resulting in another record fund-raising year. Planning, involving off-campus consultants, on the upcoming capital campaign continues. The Theatre at Ewing project met the fund-raising goal and a groundbreaking ceremony has occurred and construction has begun. The Foundation will finance the project to cover the time between the beginning of construction the fulfillment of pledges (e.g., a construction loan). Five

board members were reappointed at the meeting. The board meeting was very positive, and members continue to work closely with the University toward the common goal.

#### Board of Trustees (BOT)—Larry Quane

The Board of Trustees met in July and discussed the following topics:

*Construction on campus.* The campus is a very vibrant place right now, with more construction going on now than in 30 years.

#### *Report on Undergraduate Education*

*Results Report.* This report is for the Illinois Board of Higher Education (IBHE) and replaces the PQP report. Illinois State continues to be productive and the IBHE is now recognizing it.

*Fees.* The BOT set fees below the disposable income index, less than 3.5% overall.

*Campus Communication Committee.* The committee is planning to examine how they do what they do and cross-communication. We need to be more proactive in encouraging campus access to the BOT through this committee.

Facilities Naming Committee—Larry Quane No report.

#### Awards Committee—Bev Nance

The committee will not meet again until January. This joint venture with the Civil Service Council seems to be more successful each year.

Parking Committee—Chika Nnamani No report.

#### Performance Appraisal Review Committee—Molly Arnold

This committee involves collaborative efforts among Civil Service and AP staff on behalf of the entire University, incorporating discussions of all aspects of performance appraisals. The committee is researching various models, particularly those that include developmental aspects and encourage collaboration between the reviewers and the reviewees. If Council members are aware of performance appraisal models, please let Arnold know.

#### Childcare Task Force—Sally Parry for Jane Reggio

Parry distributed an executive summary of the "Report of the Childcare Task Force." The report is available from the Provost's Office.

Stanford, a representative on the Community Action Network, added that the network is focusing on educating parents regarding quality childcare, and pointed out that these efforts coincide with this year's university theme, "Consider the Children." If you would like to become involved in the theme activities, contact Stanford or Margaret Haefner (Provost's Office).

#### **Old Business**

A-P Orientation and Mentoring Program—Betty Kinser

The committee is planning to initiate the program by mid-semester this year and will meet soon. A list of new AP staff is now available. Lamb volunteered to work with mid-semester new hires, who have a particular need for orientation.

### **New Business**

#### Academic Calendar

Baum distributed a draft copy of the Academic Calendar (Fall, 1999-Fall, 2004) and asked Council members to e-mail comments and concerns to him and he will forward them to Norma Stumbo.

#### Summer Meeting Schedule

The Council will continue to assess the value of scheduling the June and July meetings "on call," as was done this past summer.

The meeting was adjourned at 2:55 p.m.

### **Future Meetings**

#### 1999

September 23, 1:30pm, Spotlight Room

October 28, 1:30pm, Spotlight Room

November 18, 1:30pm, Spotlight Room

December 16, 1:30pm, Spotlight Room

#### 2000

January 27, 1:30pm, Spotlight Room

February 24, 1:30pm, Spotlight Room

March 23, 1:30pm, Spotlight Room

April 27, 1:30pm, Spotlight Room

May 25, 1:30pm, Spotlight Room

Respectfully submitted,  
Cheryl Young