

Illinois State University
Administrative/Professional Council
1:15 – 3:00 pm; Thursday, January 25, 2018
Alumni Center, Kasten Room

AGENDA

Attendance: Liz, Melanie, Ron, Christine, Kris, Rachel K., Hope, Rachel C., Amanda, and Zach
Excused Absence: Heidi, Susan, Stephanie, Hurdylyn, Nikki, Jamie

- Review of Agenda
- Approval of Minutes **Christine approved, Rachel C. second**
- Chair Remarks – Ron Gifford **Send Ron questions for president. Discussed to meet with Dr. Dietz to talk about higher ed reform backed by Brady. Ron will send Council location of Provost search interviews. Rachel C. will compile questions.**
- Treasurer’s Report-Heidi Verticchio: **\$1194.39, no change since last month**
- Committee/Representative Reports
- Academic Senate – Amelia Noel-Elkins **See appendix A for report**
- Campus Communications Committee – Liz Chupp **Meeting on February 5 to brainstorm content for the letter. Send Ron or Liz ideas to share in the letter to highlight all aspects of campus.**
- Foundation – Christine Buckner **next meeting on February 23**
- Awards – Rachel Caracci/Hope Fine **Rachel C. will send Rachel K. story for News to post and tag. Let Media Relations to know**
- Elections – Jamie Neville **no report**
- Programming – Stephanie Duquette
 - Spring 2018 Socials: Moved back to Fridays
 - Jan. 25th- Destihl Brewery –**social tonight**
 - Feb. 23rd- Medici
 - March 23rd (moved up due to Good Friday)-8Bit
 - April 27th- Maguires
 - May 25th- HyVee Market Grill
 - June 29th- Pub II
 - July 27th- Hyatt patio
 - Service Opportunities –Christine
 - **Christine sent out survey for all to give availability. Christine worked with Midwest Food Bank and chose Wednesday May 16 from 6-8 p.m. Need 10-15 volunteers. Christine will send email with info and for commitment. Volunteers under 18 must have form signed by guardian and under ten must have parent.**
 - **Christine spoke with Center and AP Council will serve as registrants for Bring it Back to Normal on April 14 in the morning. Will need a couple people for this.**
 - **Will not do Habitat Restore this year**
 - **Waiting to hear from Child Care Center for this semester’s needs.**
- Communications—Rachel Kobus
 - **Newsletter went out. Headshots completed for those that wanted them.**

- Scholarship – Heidi Verticchio no report
- HR Updates – Melanie Schaafsma Melanie and Tammy went to Governor’s State for meeting with chair of Merit Board and State Civil Service System reps. Chair was given draft for classification. All provided feedback and made changes during that meeting. Made a final draft that was delivered to all HR reps to be decided upon on Tuesday to send to Merit Board. Melanie is hoping for Merit Board to review and approve next week. Ron will find out if he will need to attend this meeting and speak. Ron asked if we could have numbers pulled of APs in last audit and now to make support for the need for APs on campus.

W2s have been mailed. Mailing address is what is in iPeople. Employees can update addresses in iPeople.

- New business
 - Christine let all know that the first civic engagement magazine will release in February.
 - Ron wants to do a brief polling to review goals and how AP Council feels it is doing, how it feels to serve and assess what are some ideas.
 - Discussion of AP Council attendance. Do we need to discuss an attendance policy? Will discuss next meeting.
- Adjournment First by Kris Second by Rachel C.

Academic Senate Meeting Agenda
Notes by AP Representative Amelia Noel-Elkins
Wednesday, January 24, 2018
7:00 P.M.
OLD MAIN ROOM, BONE STUDENT CENTER

Call to Order

Roll Call

Endorsement of the New Strategic Plan - Sam Catanzaro, Academic Affairs; Danielle Miller-Schuster, Student Affairs; Angela Engel, Finance and Planning; Brian Beam, University Advancement

Endorsed the plan. Danielle Miller-Schuster indicated that the plans had already been endorsed by SGA, AP Council, and CS Council. Also, indicated that going forward Feb. 16 will be presented to BoT for approval. Simultaneously, a group of individuals will begin to develop the Accountability Plan – to identify quantitative measures and qualitative indicators; also closing out current Educating Illinois Plan.

Chairperson's Remarks

No additional remarks

Student Body President's Remarks

Initiatives: Feminine Hygiene Initiative; Week of Feb. 26th – Diversity Week; Week of March 6th - Its On Us Week; constitutional review – reviewing representation and what should/could change going forward.

SGA Candidate Information Sessions:

- Mon. Jan. 31 – 12-1pm, 304 Student Services Building
- Tue., Feb. 6 – 7-8pm, 207 Schroeder
- Thu., Feb.22 – 3-4pm, 238 Schroeder
- Mon., Feb. 26 – 6-7pm, Rosa Parks/Watterson
- Mon. Feb. 26, 6-7pm, Shawnee/Tri-Towers

Administrators' Remarks

- ***President Larry Dietz***

No comments

- ***Interim Provost Jan Murphy***

Application updates – FTIC up 6%; transfer up 18%; graduate down by 75. Admissions up by 12% up from last year. Up from two years ago in all except transfer applications.

Mennonite College of Nursing exams pass rate higher than national average

Read letter from one of the sites from Alternative Spring Break trips site hosts.

- ***Vice President of Student Affairs Levester Johnson***

BSC Revitalization – ceiling work over break, work in dish room, work on footings/foundation/concrete on East side – should see steel work by end of February, will be an increase of trucks – be careful! Prefunction space (west side) well on its way to being completed.

Former Attorney General Loretta Lynch here on Friday.

- ***Vice President of Finance and Planning Dan Stephens***

Dec. 21st, closed on acquisition and refinancing of Cardinal Court – avoided some of the new tax penalties by doing before end of fiscal year. Working on long term refinancing of Cardinal Court and Rec. Center – potential savings of \$20-\$25M dollars in savings over @ next 20 years. Also closed on land swap on fire station land with Town of Normal.

Advisory Items:

Action Items:

10.26.17.01 Admissions Policies edits to catalog Mark Up (Academic Affairs Committee)

10.26.17.02 Admission Policies from catalog Original (Academic Affairs Committee)

Clarification given about language. Senator Tyler Smith wants the term “FTIC” used rather than “Beginning Freshman.” Motion to amend was voted down. The policy was approved as presented.

08.19.15.02 Policy 3.3.2 Faculty Hiring Procedure (Faculty Affairs Committee)

No debate. Passed.

11.17.15.04 Policy 7.1.39 Honorariums (Faculty Affairs Committee)

No changes. No debate. Passed.

09.09.15.06 Policy 3.2.4 Salary Adjustment (Faculty Affairs Committee)

01.18.18.02 Policy 3.2.4 Salary Adjustment (Faculty Affairs Committee)

Small edits. No debate. Passed.

08.18.17.07 Policy 7.4.2 Proposal Flow and Review (Faculty Affairs Committee)

01.18.18.01 Policy 7.4.2 Proposal Flow and Review CLEAN COPY(Faculty Affairs Committee)

Edits to remove procedural section. No debate. Passed.

08.18.17.08 Policy 7.4.5 Time and Effort Policy (Faculty Affairs Committee)

Removed procedural section. No debate. Passed.

08.18.17.09 Policy 7.4.6 Cost-Sharing (Faculty Affairs Committee)

No debate. Passed.

Information Items:

11.29.17.01 Policy 1.18 Compliance Program MARK UP (Rules Committee)

01.18.18.03 AABC AIF annual report FY 2018 CLEAN COPY (From Administrative Affairs and Budget Committee)

01.09.18.04 and 01.09.18.05 AABC AIF Statement of Priorities and Guiding Principles Report FY18 11.28.17 (From Administrative Affairs and Budget Committee)

10.27.16.05 Policy 3.2.13 Administrator Selection and Search Policies (From Administrative Affairs and Budget Committee)

01.09.18.07 Possible Administrator Selection wording (From Administrative Affairs and Budget Committee)

01.18.18.04 Academic Affairs Administrator MARK UP (From Administrative Affairs and Budget Committee)

12.07.17.03 Changes to the Structure of General Education and Graduation Requirements CURRENT COPY (From Academic Affairs Committee)

12.07.17.04 Changes to the Structure of General Education and Graduation Requirements MARK UP (From Academic Affairs Committee)

12.07.17.05 Changes to the Structure of General Education and Graduation Requirements CLEAN COPY (From Academic Affairs Committee)

12.08.17.05 Policy 7.6.3 Indirect Cost MARK UP (Faculty Affairs Committee)

Academic Affairs Committee: Senator Pancrazio

Administrative Affairs and Budget Committee: Senator Hoelscher

Faculty Affairs Committee: Senator Liechty

Planning and Finance Committee: Senator Marx

Rules Committee: Senator Horst

Communications

Adjournment

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