

Administrative/Professional Council Meeting
January 24, 2002
1:30 p.m.
Prairie 1 Bone Student Center

Present: Molly Arnold, Mike Baum, Maureen Blair, Jan Bremner, Rob Flot, Jewel Gray, Paul Jarvis, Betty Kinser, Jeff Lopez, Chika Nnamani, Sally Pyne, Sue Zinck

Absent: Susan Blystone, Larry Jobe, Steve Klay

Special Guest: Dr. Steve Bragg, Vice President of Finance and Planning

Approval of Minutes

The Council approved the minutes of the December 13, 2001, as submitted. Moved and seconded by Bremner and Blair.

Chair's Remarks

Nnamani recommended that we change our next AP meeting from February 21 (Founders Day) to February 14. Chika will let the group know the location of the meeting once it's confirmed. He'll check Al Goldfarb's schedule to see if he can still attend. Watch for future e-mails.

Guest's Remarks – Bragg

Dr. Bragg asked us to look at the big picture when we're thinking about the budget. We should maintain our enthusiasm about where we've been and where we're headed. We need to remember that recessions typically occur every 10 years (1983, 1991, and 2002). In 2002, the question is not if we are going to come out of the recession, but when. We have plans in place to recover from the recession (Educating Illinois, Campus Master Plan, etc.) These plans help us to remain focused on our values.

Dr. Bragg stated that there are three keys to making it through a recession:

- 1) Do not over-react
- 2) Make sure to continue the gains we've made (over half of the faculty on this campus has received a 25% increase in their salary in the past three years).
- 3) Do whatever is possible to give a salary increase, regardless of the amount (it's demoralizing to give a 0%).

Mike Baum asked what Dr. Bragg's opinion was on whether health insurance costs would be increasing. Dr. Bragg said that there is a shortfall on the state's ability to pay the premiums for health insurance (\$125 million). The share for higher education was \$45 million, divided between the public universities; ISU's share is \$3.1 million. The governor had previously requested the University not spend \$1.0 million of its Fiscal Year 2002 spending authority). Dr. Bragg also noted that there are many rumors going around...and that's exactly what they are, rumors because no one really knows what is going to happen with health insurance in the future. The \$45 million cut could become permanent next year but more likely, some of the higher education appropriation will be directed by the legislature to fund this \$45 million. If additional funds are needed, Bragg recommends that the University involve as many people, reflecting a Shared Governance approach to recommending how we come up with the assumed increase.

Dr. Bragg told the AP Council that almost two years ago, ISU signed a contract with Enron for provision of our electrical service. Now that they've gone bankrupt, who is responsible? Enron has paid our bills to Illinois Power through November. We're not sure whether we will be a "remaining" account with Enron (meaning they will pay our bills through June). We have to wait and see. {Editors note: On February 5, the University was informed that Enron officially told the bankruptcy court that it was rejecting its contract with Illinois State University. That means that the University is free to begin looking for a new electrical provider and that we will not be held accountable for BOTH Illinois Power and Enron bills.}

In regards to how the University's investments have been affected, Dr. Bragg said that the overall recession has had a greater impact than September 11. As far as the Foundation is concerned, our portfolio for the Foundation was very conservative and therefore, the losses were a lot less than the overall market or a lot of other Universities. On the University side, we invest \$55 million – short-term rates have been affected more than long-term rates. It slows the rate of return down but we won't be changing our investment philosophies drastically. We will look at various opportunities and take advantage of some riskier strategies for investing.

Dr. Bragg asked us to remind everyone that these are natural occurrences...not the end of the world. We're better off than many other places. Also remind people of the progress that we have made so we can keep the energy going and continue our programs in many areas. Finally, he asked that we remind others to not rumormonger...just ask questions. The Administration is always willing to provide answers to the extent that information is available.

His final question he wanted us to ponder was "if we had to cut another \$4 million next year, should we do it the same way or do it differently?"

Liaison Remarks - Zinck

Zinck reported that there is a small re-organization going on in her office. Also, they are looking into being able to pay people who work 9 or 10 months over a 12-month period. The plan is to be able to offer this in the next academic year. Individuals will be notified...this is more of a payroll option than a contractual agreement issue.

Committee Reports

President's Campus Communication Committee - Gray

Gray reported that the Communications Committee would be meeting before the Board of Trustees meeting.

Awards – Arnold

Arnold will get together with those who are involved with the recognition ceremony.

Illinois Foundation Board – Lyons

No report.

Parking – Jarvis

No report.

Performance Appraisal Review - Arnold

No report.

Academic Senate – Baum

Curt White reported that after the objections raised by faculty representatives of the College of Arts & Sciences regarding the Executive Committee's addition of three members to the Dean's Search Committee (A/P, CS and Non-tenure Track representatives) the Exec Committee changed the status of these added members to "ex officio, non-voting." You will recall that Provost Goldfarb requested that these representatives be added and that the objection raised by some faculty was that their addition precluded a tenured faculty majority of the Committee.

In light of this response, it would be my recommendation that the A/P Council join with the CS Council in drafting a request of the Academic Senate to change its policies regarding the composition of Dean Search committees so that our

representation is not predicated on the provost making such requests, but is rather a part of the Senate's procedures.

SGA president Scott Kording reported that the SGA has revised its Election Code. He also indicates that it has completed and forwarded to the Downtown Normal Renewal Commission the results of its telephone survey. These documents are both available on the SGA website (www.sga.ilstu.edu). Finally, SGA authorizes the Student Elections Committee to execute a student referendum on the question of increasing student fees for the construction of a new campus recreation and wellness center on campus. This will occur as a part of the March 2002, student elections

Dr. Bragg reported that Illinois State still does not know the shortfall it will be required to pick up related to our group health insurance. The estimate they are using is \$3.1 million. The Campus Master Plan will come before the Board of Trustees at the February meeting for approval. Finally, he indicated that SURS is likely to make some substantive changes in the way calculations are made for service time under the money purchase plan – he had no more information at this time.

The remainder of the meeting involved committee reports and a return to the Advisory items involving Employment Policies. As it relates to that issue, I want to thank Sue for getting back to all of us regarding the draft policies for employment in excess of full-time and secondary/outside employment. As for our discussion and the concerns expressed to me, I spoke with Sharon Stanford about them. The first had to do with what was the criterion to be used by supervisors in approving/disapproving secondary employment for A/P staff. She said that the policy should be understood as saying it is about employment during regular work hours and the central issue is interference with work duties. The second question I raised had to do with clarifying the process by which an A/P staff member might appeal a supervisor's disapproval of such a request. She stated that the A/P Grievance Policy and its procedure would apply.

Report from the Planning and Finance Sub-committee of the Academic Senate:

The committee met this week and voted approval of its collegiate restructuring document. We will be meeting with Provost Goldfarb next week to present the document to him and to discuss its contents, recommendations and his reactions.

Elections – Lopez & Bremner

Bremner and Lopez are working on getting everything ready for elections.

Bremner and Lopez submitted the revised membership absence policy. Maureen Blair moved that we approve the motion for it to appear on the ballot in March and Betty Kinser seconded.

Article III: Membership

Section 3. Extended Absences

If a member knows that they will be absent for more than 2 consecutive meetings because of leave or other commitment, they should notify the Council Chair. The Chair shall contact the Elections Committee to determine a temporary replacement. The person the Elections Committee determines had the next highest vote from the most recent election shall be asked to fill the temporary absence. The Council Chair contacts the identified person and if the temporary appointment is declined, the process continues until a replacement is made. A rejection of the temporary appointment in no way affects a person's standing on the elections roster and is without prejudice.

Section 4. Attendance

The Secretary of the Council is responsible for maintaining attendance records and for alerting the Council Chair of any absences. Members are encouraged to provide advance notice of absences from meetings. More than two absences in an academic year could result in relinquishment of the Member's term.

After the second absence, the Council Chair will send a letter to remind the Member of the expectations for attendance and the possible consequences if absences continue.

After a third absence, a meeting may be initiated at the discretion of the Council Chair for the Executive Committee and the Elections Committee to review the case as presented by the Secretary of the Council. If this review results in a determination that the member should relinquish his/her term, the full Council will vote on such motion. If such motion passes, the Council Chair will prepare a letter to the member to inform him/her of his/her resignation from the Council. A replacement will be determined.

UHEC, Task Force on Alcohol Policy – Pyne

No report.

University Sick Leave Bank – Lopez

No report.

University Web Planning & Advisory - Baum

No report.

Old Business

New Business

Discussion regarding date of next meeting

Future 2002 Meetings

February 14 Prairie 1

March 21 Prairie 1 – Dr. Helen Mamarchev, Vice President, Student
Affairs

April 25 Prairie 1 – President Vic Boschini

May 23 Spotlight Room

Adjournment

Respectfully submitted,
Molly Arnold for Steve Klay