

ILLINOIS STATE UNIVERSITY
Administrative/Professional Council Meeting
February 22, 2001
Spotlight Room, Bone Student Center

Present: Molly Arnold, Maureen Blair, Jan Bremner, Larry Jobe, Jeff Lopez, Beverly Nance, Sally Parry, Sally Pyne, Larry Quane, Sharon Stanford (for Sue Zinck), and Cheryl Young

Absent: Mike Baum, Martin Jackson, and Chika Nnamani

Guests: Dr. Richard Runner, Director, Facilities Planning
Ms. Karla Schultz, Campus Planning Analyst

Guest Presentation—Runner
Campus Master Planning

Update. The last update of the 10-year campus master plan was in 1995; to date, about 50% of that plan has been accomplished. The current planning effort is consistent with recommended action stated in the Educating Illinois Report, which is serving as a benchmark for the master plan.

The Campus Master Planning steering committee is comprised of campus wide representation, with Council members Young and Nnamani serving on it, as well as a downtown Normal representative. Having the town represented is a significant development in the University's relationship with the downtown area—Fell Avenue is no longer a strict line of demarcation and a university presence in the downtown area is being considered.

The planning process begins with the Educating Illinois report and is using a participatory process similar to the one used by the Distinctiveness and Excellence effort. Input is being elicited from the campus community through forums throughout the spring semester and the plan will be presented to the Board of Trustees in October. A consultant has been hired to assist with the endeavor.

The campus master planning dovetails with residence hall master planning, as well as specific aspects related to facilities, north campus development, a new "front door" to the campus, and parking. Planning will include examination of traffic patterns, site distances from The Quad, and way finding issues. Emerging from the process to date are many possibilities including (but not limited to): a new activity building, upgrading or changing southeast campus, closing streets (in relation to traffic studies), improving the property along Route 51, developing the West Farm property, and creating campus green space.

Considering that research shows that students make a decision within 15 minutes of a campus visit and that appearance is the Number 2 factor in the decision, the importance of campus master planning is evident. The planning focuses on 5 to 10 to 15 years out, but because of the long-range ramifications of current decisions and actions, it is really a long-term, big-picture activity.

The planners are in the process of installing a web board to facilitate interaction and input regarding the campus master planning.

Schroeder Hall. In response to a question regarding the status of renovating Schroeder Hall, Dr. Runner reported that the Governor did not include this project as part of his capital recommendations for higher education. However, there is a concerted effort on the part of the University to get it included on the list. Whenever this project takes place, it will impact the entire campus; class scheduling problems will exist because 20% of all classes are held in this building.

Council Comments. The Council had the opportunity to offer input into the master plan; suggestions and comments included varied items: consider energy efficiency in conjunction with operational efficiency; assess space needs from a programmatic perspective, by both size and type; enhance campus borders; display photos/graphics of completed project at construction sites; improve methods/containers for disposal of cigarette butts; revisit the idea of obtaining NCHS; in addition to planning new buildings, reassess value/use of existing buildings; consolidate University College (now in 3 buildings); and plan for a new building for student services, academic and non-academic (a Student Services & Referral Center).

Approval of Minutes

The meeting minutes from the January 25, 2001, Council meeting were approved, with minor editorial revisions.

Chair's Remarks—Arnold (for Baum)

Arnold announced that Baum is out of town at his eldest son's graduation from naval flight school.

Arnold thanked the Campus Master Planning staff for informing the Council of this effort and allowing the opportunity to have input.

The search committee for the Director of Institutional Web Support Services is holding an open session on Friday, February 23rd. Anyone interested in meeting and talking with Mr. Mark Troester, a candidate for this position, is welcome.

On behalf of Baum, Arnold applauded the Elections Committee for their diligent efforts to get the new and improved election process implemented. The new election process was used successfully to replace two recent vacancies. The Council is asked to encourage colleagues to provide nominations for Council and Grievance Committee memberships. Serving on these entities is a very positive way to make contributions to the University and to gain a greater appreciation for how things work on campus.

Provost's Liaison—Stanford (for Zinck)

The Governor's budget recommendation to the legislature includes the 3+2+1 salary formula. Subsequent to legislative action, supervisors will receive written guidelines on how to administer this year's salary increases. On campus, main budget discussions are scheduled for March 21, 22, and 23 in Stevenson 401, 8-10 am. The campus community is welcome to attend these sessions.

President's Campus Communication Committee Representative—Quane

The Board of Trustees approved the 3+2+1 percent reallocation into personnel lines for salary increases. This means that, if the University reallocates 1% for salaries, the state will provide an additional 2%. This does not mean an across-the-board 6% salary increase; portions are to be used to attract and retain high quality staff and for start-up money for new employees (equipment, etc.)

The BOT also approved the Educating Illinois initiative and the constitutional amendment that stipulates the new Academic Senate membership.

Stanford informed the Council that, in conjunction with Quane's upcoming retirement, the BOT formally recognized him for his service.

Foundation Board Liaison—Young (for Navarro)

The Foundation Board met on February 3. Navarro represented the Council at the meeting, his last, since he has resigned as the Council's representative to the Board and from his university position. In addition to usual board business, The Common Fund made a presentation regarding their investment strategies and pledged to provide improved investment services to the Foundation in the future.

Committee Reports

Joint Awards/Awards Committees/Team (Nance/Pyne)

Arnold and Nance represent the Council on the planning committee for the Employee Recognition Ceremony, which met on January 31. This year's recognition event will occur on Wednesday, May 9, 1 pm, in the Bone Student Center Ballroom. At the ceremony, Civil Service and AP staff will be recognized

for years of service, and the AP and Civil Service Distinguished Service and Esprit de Corps awards will be presented. Baum and Arnold will be presenters at the ceremony.

Nomination forms for the AP Distinguished Service Award were recently mailed to all AP staff and must be submitted to Stanford's office by March 30. Up to four awards of \$500 each will be presented. Arnold, Nance, and two past Distinguished Service Award recipients will review the nominations and select the 2001 recipients.

The Council must select this year's recipient of the AP Esprit de Corps award before April 27, when the name will be submitted to Colette Homan, Chair of the Joint Awards planning committee. The name of the recipient is to remain confidential until the announcement is made during the recognition ceremony. Nance distributed a copy of the criteria for the Esprit de Corps award

Pyne informed the Council that she has made a request that the Team Excellence Award selection committee be recognize at next year's Founders Day Convocation.

Elections Committee (Bremner/Lopez)

Consistent with the new election procedures, Gail Lamb (Office of Development) will fill the vacancy left by Navarro as the Council representative to the Foundation Board, effectively immediately, and Jewel Gray will replace Quane on the Campus Communication Committee, upon his retirement on April 30. Both terms are effective through August, 2002.

Packets for nominating candidates for the upcoming election are going out February 26 and nominations are due March 9 (4:30 p.m.). Four Council members and eight Grievance Committee members are to be elected. The Council members whose terms expire this year are: Baum, Nance, Parry, Young; of these four, only Baum is ineligible to serve another term.

The Elections Committee suggested that the membership of the Grievance Committee should be reviewed. There are currently 15 members, the committee is seldom active, and it is a cumbersome process to maintain this large membership. The Council asked the Elections Committee to do the review and make recommendations.

Alcohol Policies Task Force (Pyne)

Of the philosophies being reviewed, it appears at this point that the task force is tending to favor "harm reduction," which is a middle ground between forbidding alcohol and a laissez-faire stance. Developing the policy will be approached by areas, e.g., tailgating, homecoming, residence halls.

Educating Illinois Implementation Committee (Pyne)

Civil Service and AP staff are collaborating in hosting a session to brainstorm on how to communicate Educating Illinois ideas to their constituent groups.

Old Business

AP Council Elections Web Page

Baum has drafted an elections web page to link from the Council's home page. He will be seeking input from the Council regarding the link.

New Business

AP Representative to Academic Senate

The Council voted to appoint a representative to the Academic Senate for one year, effective immediately. The Council then appointed Mike Baum as the representative, to begin the appointment on March 21 when the Academic Senate orientation session is held, with the first meeting of the new Senate taking place in May. At the next Council meeting, terms of future appointments will be discussed.

Council Meeting Schedule

2001

March 22, 1:30 pm Spotlight Room—Special guest: Dr. Goldfarb

April 26, 1:30 pm Spotlight Room—Special guest: Dr. Dammers

May 24, 1:30 pm Spotlight Room—Special guest: Dr. Boschini

June 28, 1:30 pm Prairie II Room

The meeting adjourned at 3:00 p.m

Respectfully submitted,

Cheryl Young, Secretary