

Administrative/Professional Council Meeting  
February 27, 2003  
1:30 p.m.  
Spotlight Room, Bone Student Center

Present: Mike Baum, Deb Gentry, Elaine Graybill, Kristin Harding, Paul Jarvis, Kaye Johnson, Betty Kinser, Steve Klay, Jeff Lopez, Mindy Mangialardi, Chika Nnamani, Joe Rives

Absent: Molly Arnold, Larry Jobe

Guests: Joe Rives, Educating Illinois update; Dave Williams & Gary McGinnis, USA Patriot Act; Julie Goodlick & Becky Benner, Family Campaign; Maureen Smith; Steve Koch

Guest remarks

Joe Rives, Educating Illinois update

Rives is making the rounds of the University governance groups to provide an update on the progress of Educating Illinois. He reported that into the second year of implementation, we have accomplished 25% of the 1565 action items. He presented highlights in the following areas:

- Becoming the first choice institution in Illinois – Illinois State’s status is increasing from 2 out of 5 students in 2000, up to 1 out of 2 students in 2002, indicating that more students are picking Illinois State as the first choice.
- Intensifying recruitment efforts – For the fall 2002, 1 in 5 students in the freshman class graduated in the top 10% of their high school class. Illinois State’s ACT range moved to 21-25. Our goal is to be within the 22-27 range.
- Facilities accomplishments – This Master Plan portion of the plan includes the Performing Arts Center, the University Farm in Lexington, the College of Business building, Milner Library renovations, the resurfacing of Hancock Stadium and the Kaufmann Football complex.
- Faculty and staff accomplishments – External grants and contracts for research were at \$12 million in 1999, and rose to over \$20 million in 2002.

Rives indicated that he thinks we should all feel good about the progress made on Educating Illinois initiatives. An updating process will take place throughout the spring and summer. Rives requested that the Council discuss what we would like to see as priorities for Educating Illinois.

\*Note: At this point in the meeting, Council Secretary, Steve Klay, had to leave to attend an Area Meeting. Council member Kris Harding took over the recording duties. Thank you, Kris!

Dave Williams and Gary McGinnis, USA Patriot Act

Williams and McGinnis reported on the work of the committee convened to review the USA Patriot Act and its implications for campus operations. Williams indicated that their meetings had proven valuable in not only achieving this initial goal, but also provided an opportunity for committee members to share the day-to-day issues and responsibilities the community confronts in managing privacy issues for the campus. He distributed a handout which included:

- USAPA Checklist for Illinois State University
- Implementation Quick Guides for Access to University Records and Communications
- An assessment of the impact of USAPA on these critical areas: FERPA, HIPAA, International Students, Electronic Data Security, and Records Retention
- Illinois State University Policies for Which a Review and Revision May Be Needed
- Data Custodians

Williams indicated that they are now seeking feedback on these plans from the University community. He also requested that e-mails be sent to him of different scenarios giving example situations dealing with signed releases of information. McGinnis reported that it is anticipated that there are going to be many more requests for information from the government, particularly related to international students. They want individuals in the community to know that it is not their responsibility to respond to requests for sensitive information, but they should be aware to whom that responsibility belongs. If a government representative approaches the campus community, they should be sent to Legal Services.

#### Julie Goodlick and Becky Benner, Family Campaign

Goodlick and Benner provided an update on the progress of The Family Campaign. The A/P Council has the ability to get the word out about the Family Campaign. This campaign is new but not unusual. There are many people outside the institution that want to know what percent of campus employees donate to the Campaign. A/P's have contributed 29.6% of the donations. 681 employees have made a gift or have pledged a gift. There is strength in numbers. More employees behind this Campaign help Illinois State with securing grant monies.

Goodlick and Benner also indicated that individuals who have already donated may increase their contribution, if they wish. The chance to contribute is coming again in late March. The Council was urged to keep spreading the word.

There was some discussion, and it was mentioned to Julie that our colleagues really haven't been discussing the Campaign. It doesn't seem to be a "hot" topic right now.

Goodlick and Benner thanked the Council for the opportunity to meet, and encouraged that any other feedback be sent to them.

## Approval of minutes

The Council approved the minutes of the January 23, 2003 meeting. Moved and seconded by Kinser and Lopez. The minutes were amended with the following additions:

- Jeff Lopez was in attendance.
- Liaison Remarks – Kaye Johnson, “She also indicated that the Human Resource office is currently going through all A/P classifications and position titles, in an effort to develop an accurate picture of A/P numbers and representation throughout the University.”

## Chair’s Remarks

- Nnamani announced that the Academic Affairs program planning and budget presentations will take place on March 19, 20 and 21, from 9 – 10 a.m. in Stevenson 401. These sessions provide a clear picture of major accomplishments in FY03 and college priorities for the upcoming year. The hearings are open to the public, and include question and answer periods with each presenter.
- Nnamani requested that the Council begin thinking about possible nominees for the Esprit de Corps award, which will be presented at the annual Civil Service and A/P awards ceremony on April 15, 2003.
- Nnamani reported that “Welcome” letters have been sent to newly hired A/P employees that attend orientation meetings. We should be sending letters to all new hires, and he indicated that we would soon be receiving a full list.

## Liaison Remarks – Kaye Johnson

No report.

## Committee Reports

President’s Campus Communication Committee – Arnold/Nnamani

No report.

## Illinois Foundation Board – Rives

No report.

## Academic Senate – Baum

Baum presented comments regarding the February 5, 2003 Senate meeting. They are as follows:

The Chair, Lane Crothers commented on President Boschini’s announced departure and urged Senators to read the statement issued by the Board of Trustees regarding the search process and how to provide input

[<http://www.mediarelations.ilstu.edu/isuhome/botprocess.shtml>]. He indicated that a Faculty Caucus would follow this evening’s meeting so that the members could develop recommendations and criteria to pass along to the BOT.

SGA President Bathauer wished President Boschini well in his new position at TCU and reminded the Senate that the terms of this group of SGA members will expire on March 30. Finally, she stated that the SGA had decided not to have a student referendum regarding voting status of ex-officio members of SGA.

President Boschini thanked the members of the Senate for their support. He urged those present to inform any student or faculty/staff member who is called to active duty to meet with the appropriate administrative personnel to work out what problems may emerge. He reaffirmed the University's commitment to get things worked out. He alerted the Senate to the February 20 Founder's Day celebrations and to the February 21 Board meeting. He said that he thought that the interim President would likely be announced during that meeting.

President Boschini then went on to report that the budgetary news continues to be uniformly bad and that he understands that several bills have been or may be forwarded to begin to address aspects of the budget shortfall before the Governor's budget address. He will keep the campus posted as he learns of these events. Finally he indicated that Dr. Presley, our new Provost, will be on campus this weekend.

Provost Bowman reported that he remains committed to proceeding with the searches for filling the vacancies of tenure track faculty. He spoke of being concerned about those faculty who are now or will be entertaining offers to go elsewhere and being constrained with respect to what counter offers might be made. He reiterated that the A/P and Civil Service freeze remains in effect. He continued to express optimism that things will turn around and that institutionally we are in a good place to weather this storm. He spoke of having over 10,000 freshman applications [up 2%], an 8% increase in transfer applications, a 17% increase in graduate school applications and a larger pool of minority applications from which to select.

Vice-president Mamarchev was not present

Vice-president Bragg spoke to the rumors he's heard coming from Springfield regarding some of the options some legislators are considering, most of which would further curtail the spending authority and local autonomy of the public universities. He also talked of the IBHE approval of the development of performance indicators for public institutions of higher education [see the January 31 IBHE FAC report on the Academic Senate web page for information regarding this issue <http://www.academicssenate.ilstu.edu/committee.html> ].

Following Dr. Bragg's comments the various committee chairs reported on their on-going work, which in turn was followed by a presentation from the Town of Normal City Manager regarding the Downtown Redevelopment Project. After the presentation, Senators asked questions.

Finally, the Senate debated and then consented to the proposal to change the name of the Applied Computer Science Department to the School of Information Technology.

The meeting was adjourned at 9:00 PM.

Baum also commented on the February 12 Senate meeting. Rather than trying to summarize what happened at that meeting, Baum urged everyone to look at the minutes when they are posted on the [Academic Senate website](#).

University Sick Leave Bank – Lopez

Two requests have been submitted and approved this month.

Old Business

There was no Old Business to be discussed.

New Business

The following items were discussed:

- The Council discussed the proposed Resolution on Benefits for Domestic Partners of ISU Faculty and Staff: *“Resolved, that all of the same employment benefits currently provided to married partners of employees of Illinois State University be extended to same and other sex domestic partners of employees.”*  
A motion for support of the resolution was moved and seconded by Jarvis and Lopez, and approved by the Council. The resolution will be passed on to the Provost Office.
- John Presley, Vice President for Academic Affairs and Provost will arrive on campus March 3, 2003.
- It was suggested that the special meeting minutes of the A/P Council on February 6, 2003 be posted on the A/P Council website. It was moved and seconded by Lopez and Graybill. It was also suggested that we conduct open meetings each semester of the academic year. An open A/P Council meeting in the fall could generate agenda items for the year. It is a useful place to collect thoughts from other A/P’s.
- A/P nominations were mailed today. Prior to making a nomination, nominees should be contacted and approve of the nomination. Nominations need to be posted on the website. Election Committee members Mangialardi and Graybill will email Baum (A/P Council webmaster) a list of the nominees. It was suggested that our election process be conducted on line much like the Student Government Association election process. An on-line A/P election process is possible next year when the portal is running for all employees.

Adjournment

The Council adjourned at 3:05 p.m. Moved and seconded by Kinser and Graybill.

Respectfully submitted,  
Steven Klay, Secretary

Future 2003 meetings:

March 27 Spotlight Room

April 24 Spotlight Room Provost Presley

May 22 Spotlight Room

June 26 TBA

July 24 TBA

August 28 Spotlight Room

September 25 Spotlight Room

October 23 Spotlight Room

November 20 Spotlight Room

December 18 Spotlight Room