

Administrative/Professional Council Meeting
April 25, 2002
1:30 p.m.
Prairie Room I, Bone Student Center

Present: Sally Pyne, Larry Jobe, Jan Bremner, Chika Nnamani, Susan Blystone, Maureen Blair, Paul Jarvis, Betty Kinser, Steve Klay, Jeff Lopez, Molly Arnold, Jewel Gray, Mike Baum, Sharon Stanford for Sue Zinck

Absent: Rob Flot

Guests: President Vic Boschini

Guest remarks - Vic Boschini

President Boschini began with comments regarding the newly initiated search for a new provost. He reported that the search committee has been appointed, and that Chika Nnamani will be serving as the A/P representative. He also indicated that a search firm will be hired to assist with the process. January 2003 is the projected start date for the new provost.

Council members asked several questions related to the budget concerns. Dr. Boschini responded that there are many plans out there about how to handle the state's shortfall, being proposed by numerous parties. But, all of it is just conjecture at this point. If there is another cut, it will affect everything that the University does - just how much is still uncertain. It could still be possible that tuition for 2003 will be raised further. Boschini will be submitting a proposal to the Board of Trustees at their May meeting, requesting that the President be given the option to make that decision, should it become necessary. The timing of when such a decision would need to be made would make it difficult to follow the prescribed process for raising tuition (as was done in the fall), and still notify students and families in a timely manner.

Dr. Boschini was also asked about how it was going in improving Illinois State's image around the state and elsewhere. He indicated that he believes that people's perceptions are changing in positive ways. For instance, ISU has been featured in the Chicago Tribune more frequently than at any time in recent memory - and for good things. He added that the Capital Campaign and other factors have generated a new spirit, and that we are now "acting like a major institution should be acting."

Boschini concluded his visit with thanks for being invited, and for all the ways that A/P staff members contribute to the campus.

Approval of minutes

The Council approved the minutes of the March 21 meeting, with one correction. Moved and seconded by Blair and Bremner.

Liaison Remarks - Sharon Stanford for Sue Zinck

Stanford reported that all of the vice-presidents had the first University budget meetings today. All went well, and there was good attendance. She encouraged the attendance of interested parties at future meetings.

Chair's Remarks

Nnamani has asked Maureen Blair to explore options for a gift from the A/P Council for outgoing provost, Al Goldfarb. After brief discussion of ideas, Council entrusted Blair with the decision. Plans now provide for the presentation to take place during Goldfarb's farewell reception to be held on May 9.

Committee Reports

President's Campus Communication Committee - Gray

The Campus Communication Committee addressed the February 22, 2002 Board of Trustees stressing the following points. Kudos to Dr. Kern and the Comprehensive Campaign team. They emphasized the need for ISU faculty and staff commitment. They support the President's efforts in light of the budget rescission. They trust his judgment that he will work hard to maintain the value of higher education at Illinois State University. The CCC applauded the efforts of Dr. Bragg and his staff for their work on energy conservation and savings on campus. The increase in federal grant activity was also noted and appreciated. Dr. Gary McGinnis' efforts were emphasized. Also, the CCC complimented the University for embracing the values of Educating Illinois. The CCC was pleased with collaboration of the University and the Town of Normal for the impending reconfiguration of the College Avenue and University Street intersection. The University Mission Statement is excellent and those involved with developing it were applauded. Also the praiseworthy Trustees' Goals and President's Goals were recognized.

The CCC will meet again May 3 and 6 to address the May 10th Board of Trustees meeting.

Joint Awards Committee - Arnold

The joint awards ceremony was held on April 11 and was, by all accounts, a great success. Arnold wished to thank everyone who contributed, and particularly Carol Pfoff and Colette Homan, who helped with many of the last minute details. The 2002 recipients of the Distinguished Service Award are Barbara Gallick, Jonathan Rosenthal, Sara Schickle and Marilyn Tyus.

Arnold also reported that there had been some concerns with the planning process, particularly related to roles and timeline. To alleviate problems with future events, Arnold met with Carol Pfoff and they have developed a set of guidelines related to the Distinguished Service Awards, which were distributed to the Council. The packet contained a description and criteria for the award, a listing of past recipients, a nomination form, and a timeline. These guidelines are intended to aid those related to the Council charged with coordinating this selection process. We have one elected A/P representative, and another who is appointed.

Nnamani and the Council thanked Arnold for her work on this important project.

Illinois Foundation Board - Lyons

No report.

Parking Committee – Jarvis

Jarvis reported that the committee had received a draft of the parking survey that has been conducted. The final report should be available by the Council's next meeting. Jarvis also discussed plans for a potential daytime shuttle service for the campus. The plan includes 2 buses provided by the Bloomington/Normal Transit system that would run a dedicated route around the Hovey-Beaufort- Gregory-area. The cost for this program would be built into the parking fees paid by students and faculty/staff. A formal proposal will be presented to students, followed by a referendum. If approved, it is hopeful to institute the program by Spring 2003. More information will be coming at future meetings.

Academic Senate – Baum

Baum presented comments regarding the April 17 Senate meeting. They are as follows:

This was the last meeting of the Senate chaired by Dr. White, who said his “thank yous” to the Senate and the University Administrators. The new SGA President spoke and provided her own acknowledgements to the current student Senators and those who would be taking their place at the next meeting.

Action items:

- The Senate approved the proposed Integrity in Research and Scholarly Activities Policy.
- The Senate approved the revisions in the Student Code of Conduct, draft 9.
- The Senate approved the SGA student nominations to serve on the Provost's Search Committee.
- The Senate approved changes in the policy on grades for repeated courses. Under the old policy, students who repeated courses received the average of the grades from both times they took the same course. Under the new policy students who repeat courses will receive the grade from the last time they take the course.

Advisory item:

The Academic Affairs Committee presented a comprehensive report on non-tenure-track faculty. The report indicates that the number (as defined by FTE) of tenure-track faculty has barely changed (a .3% increase) since 1995, while the number of non-tenure-track faculty has increased by 86.6%. As a result, the percentage of tenure-track to non-tenure-track faculty has decreased from over 80% in 1995 to just over 70% in 2001. If the trend continues, the ratio was projected to reach 59% by 2006.

Remarks from the Senate generally expressed concern that this shift in proportion of tenured/tenure-track to non-tenure-track teaching faculty is having and will have a negative implication for teaching quality.

The Senate approved a Sense of the Senate Resolution calling for the University to “initiate in FY03 a five-year plan to increase both the number and proportion of tenure-track lines.”

Communications:

- Jude Boyer presented information regarding the NCAA report. She indicates that the full report is available for campus review on the ISU web page (www.ilstu.edu/athletics_self_study). She also indicated that a review team will be visiting our campus this summer, information to be presented in the ISU Report in early May.
- The Senate approved a Sense of the Senate Resolution thanking outgoing Chair, Curt White, for his exemplary service.

Elections - Bremner and Lopez

Lopez communicated the results of the recent A/P Council elections. A total of 208 votes were cast. Results were as follows:

- **A/P Council** (3-year term): Mindy Mangialardi, Elaine Graybill, Gail Lamb, and Deb Gentry
- **Grievance Committee:** Michael Speros, Marabeth Clapp, Ken Fansler, Sandy Colbs, Maureen Smith, Sharron Evans, and Hemlata Jhaveri
- **Campus Communications Committee rep** (2-year term): Molly Arnold
- **Awards Committee** (2 year term): Kim Hays
- **Foundation Board rep** (2-year term): Joe Rives

The proposed change to the constitution was approved - 145 to 6 (57 non-votes).

Lopez and Bremner also reported concerns that they recommended be dealt with by ad-hoc committees. The first deals with the make-up of the Grievance Committee. Policy dictates that "There shall not be fewer than four (4) women, four (4) men, and four (4) minorities included on the elected committee." This direction means that, in order to maintain this make-up, the highest vote getters are not always elected. It is agreed that this is problematic, and should be reviewed. It was recommended that Carolyn Bartlett, Grievance Committee chair, be invited to a future Council meeting to be included in this discussion.

The other issue concerns the listing of eligible A/P staff members that is distributed with the call for nominations for A/P elections. The current list is inaccurate, with persons listed within the wrong department, and other confusing designations. It was recommended that this list be reviewed and a process be established for making certain that it remains current.

The Council agreed that both issues should be resolved prior to the next election in the spring of 2003.

Lopez also re-introduced the idea of establishing some type of recognition for out-going members of the Council. The Council agreed with the idea and discussed options, and how the project might be funded.

Finally, Lopez requested that Mike Schermer and Sharen Mays be formally thanked for their help with the A/P elections. Nnamani agreed to facilitate this effort.

University Sick Leave Bank - Lopez

No new appeals have been received.

University Web Planning and Advisory Committee - Baum

No report.

Old Business

A/P representative to the Academic Senate. Mike Baum has served in this role for the past year. Nnamani reported that it is time for a new appointment to be made, and submitted that Baum be re-appointed for another year. Jarvis and Arnold moved and seconded this motion. It was unanimously approved by the Council. This appointment will be communicated to the Academic Senate.

New Business

Items discussed included:

- The NCAA Certification Self-Student Report is available on the Illinois State home page under the A-Z index, Athletics Certification.
- Nnamani presented information relating to future A/P Council elections. We need to make certain that once someone is nominated, they must accept that nomination before their name may appear on the ballot. This has not happened in every circumstance, and has created some confusion.
- Nnamani reported that the newly elected members of the Council would be in attendance at the May meeting, though their terms do not officially begin until August.
- The Council discussed the need for summer meetings, when attendance and agenda items have historically been light. It was agreed to keep the scheduled meetings on the calendar, and the executive officers would determine on a monthly basis if a meeting is necessary.
- Baum and Nnamani, members of the Family Campaign Steering Committee, reported that A/P participation in the Campaign is already at 16%.

Adjournment

The Council adjourned at 3:10 p.m. Moved and seconded by Bremner and Jarvis.

Future 2002 meetings

May 23

Spotlight Room - Child Care Task Force Update - Jan Shane & Jeff Lopez

June 27 Prairie Room 1

July 25 Spotlight Room

August 22 Spotlight Room

September 26 Spotlight Room

October 24 Spotlight Room

November 15 Spotlight Room

December 12 Spotlight Room

Respectfully submitted,
Steven Klay, Secretary