

ILLINOIS STATE UNIVERSITY
Administrative/Professional Council Meeting
April 26, 2001
Spotlight Room, Bone Student Center

Present: Mike Baum, Maureen Blair, Jan Bremner, Jewel Gray, Larry Jobe, Jeff Lopez, Beverly Nance, Chika Nnamani, Sally Parry, Sally Pyne, Larry Quane, Cheryl Young, Sue Zinck

Absent: Molly Arnold, Martin Jackson

Guest: Richard Dammers

Guest Remarks

As a former member of the AP Council, Richard Dammers was pleased to have the opportunity to interact with the current council.

Educating Illinois

Dammers distributed the new *Educating Illinois* brochure and flyer and stated that university budgeting and physical planning will be in consort with the values and actions outlined in *Educating Illinois*. The plan is still evolving, but the intention is that items that do not support the values and goals of *Educating Illinois* will not be funded. The Town of Normal is also very enthusiastic about the initiative and has offered assistance. Dammers hopes that everyone on the Council will become a part of *Educating Illinois* and encourage others to become involved. The success of *Educating Illinois* depends on participation and the energy and caring of the campus community. Connectedness is what is special about our university and what will make *Educating Illinois* succeed.

Change at Illinois State

Dammers believes that the University is undergoing change, though not radical change in values or actions; we continue as a student-oriented university. But we are better focusing and better articulating our values and who we are. Through his work on the Enrollment Committee, Dammers sees indications that the University is extensively promoted by word of mouth, through the comments of parents and others associated with the University. Our show rate is climbing, a good sign that students consider Illinois State their #1 choice.

Responsibilities of the Assistant to the President

Dammers' primary responsibility involves serving as liaison to the Board of Trustees (BOT). He believes that the University is very fortunate to have a high level of commitment and caring in the current board and to have them

enthusiastically participating in the Trustee in Residence program that brings each board member to campus for a half-day interaction/educational experience. Dammers commended Quane for his work with the BOT through the Campus Communication Committee.

Assisting our very energetic president is also a major portion of Dammers' responsibilities—to support Dr. Boschini in ways that allow him to do more.

Dammers attends the legislative budget sessions and, in the recent session in Springfield, was extremely impressed with the involvement and reception of President Boschini and Trustee Carl Kasten.

Baum thanked Dammers for sharing comments with the Council and invited him to remain for the meeting.

Approval of Minutes

The minutes of the March 22, 2001 Council meeting were approved without discussion. Although the unapproved minutes had been posted on the Council web page, paper copies were not sent to Council members. Baum will ensure that members receive copies in advance of meetings.

Chair's Remarks—Baum

Baum welcomed Jewel Gray as the AP liaison to the Board of Trustees and member of the Campus Communication Committee, replacing Quane who is retiring from the University.

On behalf of the Council, Baum expressed appreciation to Quane for his contributions to the Council and the University.

Provost's Liaison—Zinck

Zinck distributed copies of the University Fact Book and commented that salary incrementation is currently going on.

President's Campus Communication Committee (CCC) Representative—Quane

The next BOT meeting is May 11. The 8am discussion will focus on "Illinois State After Hours," i.e., what student life is like outside the classroom—from a student perspective.

Committee Reports

Joint Awards/Awards Committees (Nance)

The committee has selected the AP Distinguished Service award recipients, who will remain anonymous until the awards ceremony on Wednesday, May 9, 1pm, in the BSC Ballroom. The Council selected the Esprit de Corps award recipient who will also remain confidential until the ceremony.

As Nance's term on the Council expires, another representative to the Joint Awards/Awards Committees will need to be appointed.

It was pointed out that the recognition plaques displayed in BSC are out of date (except the academic ones). Zinck and Bremner will investigate to determine who is responsible for keeping the plaques updated.

Elections Committee (Lopez)

The new elections process went very smoothly and Baum commended the committee and the Council for implementing an improved process that is fair and inclusive, with opportunity for feedback via the web page.

Baum announced the newly elected Council members: Rob Flot (Student Counseling), Betty Kinser (Art), Steve Klay (Student Life), and Paul Jarvis (Student Counseling).

Team Excellence Awards Committee (Pyne)

A plan is being established to guide the systematic and annual rotation of the responsibility of this committee among the President's and VPs' areas.

University Health Education Coordinating Committee/Alcohol Policies Task Force (Pyne)

A draft of the core policy has been completed. Subcommittees are now working to articulate more detailed guidelines and procedures related to various facets of the policy. The committee's task has become much more complex than it was initially perceived. Some subcommittees will continue to work through the summer and the comprehensive effort will resume in the fall.

Sick Leave Bank (Lopez)

The guidelines for the bank are now more flexible and one appeal for sick leave was processed and granted this month.

Web Planning and Advisory Committee (Baum)

The committee continues to make progress in its efforts to ensure compliance and accessibility throughout the University's web presence.

AP Council Representative to the Academic Senate (Baum)

Baum has completed the Senate orientation activities and will keep the Council apprised routinely of his interaction in this new role. Baum distributed copies of a letter from Curt White, chair of the Academic Senate, reviewing Senate actions of the past year.

Performance Appraisal Review Committee (Zinck for Arnold)

The committee remains committed to this important effort, but the review has become a very complex process. They are planning to get assistance from an MBA class and a graduate assistant. By fall, the committee will have a better plan for addressing the issue.

Old Business

Discussion of departing rituals for outgoing Council members and welcoming actions for incoming members will be an agenda item at the next meeting.

New Business

Meeting Attendance

The question was raised regarding whether the Council should take action regarding excessive meeting absences. This will be a future agenda item.

Presidential Evaluation Process

Baum asked Council members to obtain feedback from AP constituents regarding the recent presidential evaluation process. This will be an agenda item at the next meeting.

Announcements

The Redbird Club (TRC) is conducting a membership drive. If you are interested in joining TRC, you may obtain information and membership materials from Pyne.

Sharon Quiram's (former chair of the Civil Service Council) retirement reception is being held this afternoon.

The Civil Service Council is selling raffle tickets for a DVD player to raise scholarship funds.

Council Meeting Schedule

2001

May 24, 1:30 pm Spotlight Room—Special guest: Dr. Boschini
June 28, 1:30 pm Prairie II Room

The Council meeting adjourned at 2:50 p.m.

Respectfully submitted,
Cheryl Young, Secretary