

ILLINOIS STATE UNIVERSITY

**Administrative/Professional Council Meeting**

**June 28, 2001**

**Prairie II, Bone Student Center**

**Present:** Mike Baum, Maureen Blair, Paul Jarvis, Larry Jobe, Betty Kinser, Jeff Lopez, Cheryl Young, Sue Zinck, Baté Agbor-Baiyee for Pyne.

**Absent:** Jan Bremner, Molly Arnold, Rob Flot, Martin Jackson, Steve Klay, Beverly Nance, Chika Nnamani, Sally Parry, Sally Pyne

**Guests:** Dick Runner and Ruth Townsend, Campus Master Planning Steering Committee

**Guests' Remarks**

A master plan is an ongoing work and the University periodically reviews and revises the plan. Approximately 70% of the 1989 master plan was completed and about 60% of the 1995 master plan has been done to date. Master plans build on each other and, accordingly, the current plan builds on the 1995 plan. It involves a 15-20 year vision and will include a prescription for achieving that vision in increments. The primary goal of the current plan is to support *Educating Illinois* and, specifically, to create a "small college feel" through neighborhoods.

The Campus Master Planning Steering Committee (which includes AP Council members Nnamani and Young, representatives from the other major administrative units and facilities planning staff) collected input from 35 campus groups and several open forums that encompassed all campus constituencies.

From the committee's synthesis of campus input, major themes emerged: 1) improvement to the physical environment, including more outdoor informal gathering spaces, overall greening of campus, defining borders and boundaries, aggressively attaining contiguous property to finish out campus and gain control of the environment; 2) collaboration with the Town of Normal on aspects of their renovation of mutual interest and benefit (two vice presidents and other university staff are involved in this effort); 3) upgrading of facilities and utilities systems, including computer networking which is now considered a utility, and replacing 40-60-year-old systems; 4) long-term development of the west farm, i.e., formulating guidelines and criteria for development; and 5) interfacing campus and major thoroughfares, including pursuing with IDOT the rerouting of IL51. Other issues emerged that prescribe moving parking to the periphery of campus and doing a transit study with the Town of Normal and City of Bloomington in conjunction with parking.

Facility initiatives that are being considered relate to: 1) a new wellness activity center, 2) rehabilitation or demolition of the Fine Arts complex, 3) consolidation of programs, 4) a Milner Library/Bone Student Center joint facility for information services, 5) redesign/reconfiguration of residence halls and resulting need for new construction, and other remodeling potential.

The first draft of the master plan will be available on the web in the next few weeks. Further discussion will occur in the fall, with the presentation of the initial plan to the Board of Trustees (BOT) in October. The completed plan will be presented to the BOT for final adoption in February 2002. Subsequently, projects will be prioritized and work will begin.

Baum thanked Runner and Townsend for their update and the opportunity to offer additional input into master planning.

### **Approval of Minutes**

With editorial changes in the notes on the sick leave bank, the minutes of the May 24, 2001, Council meeting were approved unanimously.

### **Chair's Remarks—Baum**

#### **Summer Meeting Schedule**

Baum commented that the Council usually does not meet in June; the number of absentees at today's meeting attests to the fact that full attendance is not probable at a June meeting because of involvement with Preview, vacations, etc. In all likelihood, the Council will not meet in July (meeting subject to call). The first meeting of the next academic year is August 23 (see next year's meeting schedule in the "New Business" section of these minutes).

#### **BOT Meeting/Discussion Hour**

The discussion hour (which will likely be 1.5 hours) prior to the July 20 Board of Trustees meeting will be a joint meeting with the Town of Normal City Council. Baum strongly urges Council members to attend this unprecedented event.

#### **New Council Officers**

The AP Constitution specifies that those members of the Council who are NOT returning as elected members are to create and then present to the Council a slate of executive officers at the August meeting. Baum asks that current/returning Council members let him know by e-mail or phone of their interest in serving as Council chair, vice chair, or secretary next year. He will meet with departing members and create the slate to be voted on at the August 23 meeting.

## **Baum's Swan Song**

The June meeting is the last meeting that Baum will attend as chair of the Council (he will be out of town for the August meeting). He thanked all of the members of the Council for allowing him the opportunity to serve as Chair. He stated that it has been a remarkable educational role, one that he highly recommends to other Council members who have the interest and willingness to devote the time involved. He added that he has had huge opportunities to effect aspects of the University and how it functions—from how the Council is perceived and used, to shared governance and interactions with the Board of Trustees. Most importantly for Baum, he has had many, many opportunities to work with and get to know others in the University and, through those associations, better understand how Illinois State is changing as a result of exceptional leadership and the collective efforts of so many at the University who are committed to the institution, its students and to the role it plays in educating the young women and men who pursue their education here.

Baum remarked that the current Council, along with members who have gone before, has accomplished a great deal, but most important is what lies ahead. He expressed sincere hope that his successor as chair will find the experience as stimulating and enjoyable as he has: an opportunity to both learn and to give back to the place he's worked nearly 25 years. Baum thanked the Council for the experience.

On behalf of the Council, Blair expressed appreciation to Baum for his leadership.

## **Provost's Liaison—Zinck**

The Provost's office staff is currently mailing out contracts and is in the process of reassessing several positions. They have planned a fall training session on affirmative action and the search process in an effort to clarify the sequence and destination of paperwork and other aspects of the process. The revised AP Position Description form is finalized and will soon be available electronically.

Council members should let Zinck know particular kinds of information they would like her to speak about or bring to meetings.

## **President's Campus Communication Committee (CCC) Representative—Gray**

The CCC, currently chaired by John Walker, met on June 11. Christa Lawhun (Facilities Management) and Marsha Strum (Information Technology) will be co-chairing the CCC beginning with the preparation for the October 2001 Board of Trustees meeting.

## **Liaison to the Foundation Board**

Baum announced that, subsequent to the resignation of Gail Lamb, Larry Lyons is serving as representative to the Foundation Board.

## **Committee Reports**

### Team Excellence Awards Committee (Young and Baté Agbor-Baiyee for Pyne)

The Team Excellence Award guidelines and application form, which the Council has for the most part previously seen, were distributed. The one new section is "Peer Review and Selection," which specifies the rotation of responsibility among the presidential and vice presidential administrative areas. Baum will link this document to the Council web page.

### Parking Committee (Baum)

The Council reappointed Barbara Todd, who has served as chair of that committee for several years, as a representative to the parking committee.

### Web Planning and Advisory Committee (Baum)

The committee is still focusing on compliance issues for public web pages and rules associated with federal guidelines.

## **Old Business**

### **Attendance Policy**

After a brief discussion, it was decided that the Elections Committee would prepare a draft attendance policy for Council review and discussion at the August meeting. It was suggested that this should be one of the first issues the new chair will address.

### **Presidential Evaluation Process**

Baum will speak on this issue next year through his role as Council liaison to the Academic Senate.

### **Recognition Plaques**

It has been determined that the process for maintaining the recognition plaques in Bone Student Center (BSC) involves the Council informing the Provost's Office, the Provost's Office authorizing additions/changes, and the BSC staff implementing the additions/changes and otherwise maintaining the plaques.

## New Business

### Future Holiday Schedule

Baum will send via e-mail the proposed holiday schedule for FY2006. Council members should send feedback to Baum or Bremner.

### Future Meeting Schedule (all 1:30-3pm in Bone Student Center)

2001	
August 23	Spotlight Room
September 27	Prairie I
October 25	Prairie I
November 15	Spotlight Room
December 13	Spotlight Room
2002	
January 24	Prairie I
February 21	Spotlight Room
March 21	Prairie I
April 25	Prairie I
May 23	Spotlight Room

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

Respectfully submitted,  
Cheryl Young, Secretary