

**Administrative/Professional Council Meeting
September 27, 2001
Prairie Room I, Bone Student Center**

Present: Chika Nnamani, Susan Blystone, Larry Jobe, Rob Flot, Maureen Blair, Betty Kinser, Mike Baum, Paul Jarvis, Jan Bremner, Steve Klay, Jeff Lopez

Absent: Molly Arnold, Sally Pyne, Sue Zinck, Jewel Gray

Guests: Dick Runner, Joe Rives

Guest's Remarks

Guests Rives and Runner presented information concerning the Illinois State University Master Plan. The current plan spans 20 years, and focuses on the creation of the three distinct "neighborhoods", the importance of green space, and partnering with the communities of Normal and Bloomington. The plan will be presented to the Board of Trustees (BOT) for the first time on October 19. Input is being sought from all aspects of the community. The final version of the plan is scheduled for presentation to the BOT in February. Rives and Runner hope to come before the Council again in a couple of months for further updates and feedback.

Approval of Minutes

The Council's consideration of the minutes of the August 23 Council meeting is delayed until Sharon Stanford has the opportunity to review them.

Liaison Remarks – Zinck

No report.

Committee Reports

Awards – Arnold

No report.

President's Campus Communication Committee – Gray

No report.

Illinois Foundation Board – Lyons

The Board has been focused on the Capital Campaign. March 23, 2002 has been set as the kick-off for the public phase of the campaign.

Parking – Nnamani

In light of Nnamani's election as Chair of the Council, a new representative for this committee is needed. Following discussion, Paul Jarvis indicated his interest and was appointed to serve in this capacity.

Performance Appraisal Review – Arnold

No report

Academic Senate – Baum

The Academic Senate has met several times since the beginning of the year. This is a historic session in that the current Academic Senate reflects significant and substantive changes suggested by the various shared governance committees. Among the important changes are the inclusion on the Senate of the new Student Government Association, as well as representatives of the Civil Service and Administrative/Professional employee groups. To gain a more complete understanding of the issues being discussed in the Senate, I urge all Council members and, for that matter, all A/P Staff to visit the Academic Senate web site [<http://www.academicssenate.ilstu.edu/index.html>].

The August 29 meeting of the Senate, began with a dinner at the residence of Dr. Boschini. This was the first such event and clearly set a positive tone for the beginning of the academic year. During this meeting we were presented with information, later made widely public regarding the initial student census, the opening of the Minority Student Academic Center, the Student Services and Referral Center, the Barnes and Noble College Bookstore and the Tech Zone. Finally, the Senate received a thorough briefing regarding Distance Education by Richard Stivers and Galen Crow.

Following this meeting, the sub-committee to which I have been assigned held its first meeting. The A/P Council and the Civil Service Council Senators were both assigned to the new, Finance and Planning sub-committee. As it turns out, the first task given to this group by Provost Goldfarb was to "examine the composition of the University's colleges to identify areas where restructuring would benefit the University as a whole, and to create an even greater sense of academic communities for students and faculty members." This request has resulted in the committee meeting at least 2 hours per week since and conducting other work outside of that time through research and email discussion. I will return to the work of this subcommittee later in my report.

The Senate met again on September 12. The impact of the terrorist attack on the citizens of the United States was vividly on the minds of those present. The Chairperson, Curt White, called upon all in the University to be mindful of the critical importance of free speech in an academic community and of the need to insure that the right to hold

unpopular opinions, to speak freely and to openly debate issues will not be curtailed. The Vice-President of the SGA, spoke of a planned rally on the quad and encouraged those present to attend. Several other senators and administrators spoke of their concerns and to their planned responses to the terrorist attacks.

Other items of importance included an update from Dr. Boschini regarding the capital campaign and Senate Committee reports. Once again I urge Council members and staff at large to review the meeting minutes on the Academic Senate web page.

The Academic Senate met again last night and had a very light agenda. As is typical, remarks were invited and made by administrative leaders and chairs of the working sub-committees gave reports. Beyond these recurrent features of the Senate agenda, Dr. Jeff Wood gave a report on the NCAA Certification Process, which is well underway.

Dr. Boschini commented about the recent state budgetary freezes which, at the moment, do not directly affect higher education, but do concern him. These have been reported as the Governor's freezing out-of-state travel [except in special circumstances] and freezing certain equipment purchases and allowing personnel vacancies to be left unfilled. Dr. Bragg also spoke to this issue and was questioned about what this all might portend for Illinois State.

Allow me then to return to the work of the Finance and Planning Sub-committee of the Senate and its response to Provost Goldfarb's charge regarding collegiate restructuring at Illinois State. As I stated earlier, the committee already has spent many, many hours beginning to address this issue. I would strongly urge interested Council and A/P staff to make use of the Academic Senate web page, where the work of the Finance and Planning committee will be posted [<http://www.academicssenate.ilstu.edu/Committees/PlanFinCom.htm>].

Currently, we have completed a review of all 64, public institutions holding the designation "Carnegie, Doctoral-Intensive." During this process we have compared our collegiate structures of colleges and departments with theirs. This comparison also was made with the group of universities that have most recently been used as benchmark institutions with which to contrast ourselves. The goal of this review is to acquire a framework for understanding how other institutions organize themselves and to develop a context in which to understand our own collegiate structures.

The committee also has developed working documents, addressing issues such as better defining what we mean by "intellectual communities" and developing criteria by which administrative reorganization models might be evaluated. Both of these drafts working documents will be posted for review and comment on the sub-committee's web site.

Finally, the committee has directed considerable attention to collecting input from others in the University community. You all will have received an email survey seeking your input regarding restructuring. The Academic Senate's web board has been made

available to the University for on-going dialogue [<http://www.academicssenate.ilstu.edu/Committees/PlanFinCom.htm>] regarding this process and the committee has solicited feedback from all collegiate deans and department chairs. In the next few weeks, in collaboration with the Provost's office, focus groups comprised of selected constituents among the University community will meet to discuss this topic and the results of these discussion will be reviewed as the committee moves forward toward meeting the Provost's request and his November 15 deadline for completing of this daunting task.

Elections – Lopez & Bremner

Further discussion of the proposal addressing absenteeism on the Council took place under Old Business.

UHEC, Task Force on Alcohol Policy – Pyne

No report

University Sick Leave Bank – Lopez

No report.

University Web Planning & Advisory – Baum

No report

Old Business

Lopez and Bremner led a discussion concerning the Council attendance policy that was proposed at the last meeting. Through this discussion, two ideas were proposed:

- though Council members would still be encouraged to let the Chair or Secretary know of their upcoming absence, the absence would no longer be designated as "excused" or "unexcused".
- to develop a process to provide substitute representatives for those Council members who have predictable, long-term absences

Lopez and Bremner indicated they would take this feedback and re-work the proposal.

Nnamani referred to the recent E-mail process to secure Council members agreement/disagreement with the re-appointment of Carolyn Bartlett as the A/P Grievance Administrator. Nnamani reported that this process indicated the Council's approval of this continuance.

New Business

Nnamani indicated that he had met with Susan Kern to discuss how the Council may assist with internal participation with the Capital Campaign. Kern will be the guest at the November 15 Council meeting. Nnamani will ask Kern about the role of the existing development personnel (for each College and Division), and possibly invite them to the November 15 meeting.

Nnamani reported that there is a vacant position for a Council member on the Veteran's Day Planning Committee, and requested a volunteer. After discussion, Rob Flot indicated his interest, and was appointed in this capacity.

Adjournment

The Council meeting was adjourned at 3:25 p.m.

Respectfully submitted,
Steven Klay, Secretary