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Academic Senate Minutes

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Fall 8-27-2008

### Senate Meeting, August 27, 2008

Academic Senate  
*Illinois State University*

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**Academic Senate Minutes**  
**Old Main Room, Bone Student Center**  
**August 27, 2008**  
*(Approved)*

***Call to Order***

Academic Senate Chairperson Dan Holland called the meeting to order at 7:00 p.m.

***Roll Call***

Academic Senate Secretary Susan Kalter called the roll and declared a quorum.

***Approval of Minutes of May 7, 2008***

**Motion XXXX-3:** By Senator Long, seconded by Senator Ruscitti, to approve the Academic Senate Minutes of May 7, 2008. The minutes were unanimously approved.

***Chairperson's Remarks***

**Senator Holland:** There are quite a few interesting items on the Senate's docket this year. We will be continuing our discussions regarding the Academic Impact Fund. The review of the General Education Program is not on the Senate's docket until 2009-10. Welcome to Provost Everts, our new Provost and our newest administrator on the Senate. I would also like to thank Senator Borg for agreeing to be our Parliamentarian again this year.

***Student Body President's/Senate Vice Chairperson's Remarks***

**Senator Mason:** This past weekend, the Student Government Association had its fall retreat, which always occurs the first weekend of the fall semester. It is literally a 48-hour retreat. We got to know a lot about each other; it really did make the group stronger. When you looked around the office this week, there were people talking to each other, who were not talking to one another the week before, so it was really great for our association. We came together on a budget and different constituent-contact events.

***Administrators' Remarks***

***President Al Bowman***

**President Bowman:** We had a busy, but very productive, summer. The General Assembly finally settled on a budget. Public higher education ended up with a small increase. For ISU, that meant \$2.1 million, in addition to our appropriation, which brings our state appropriation to just over \$85 million. That is about a 2.5% increase. We had a lot of support for that increase, especially from our area legislators, including Dan Brady, as well as David Miller, who is a Chicago legislator and Chair of the House Appropriations Committee. It is probably fair to say that that increase would not have occurred without the green light from Emil Jones. We are concerned about the State's revenue picture, so we will be very conservative with our spending this year. We continue to absorb additional costs, including over \$3 million in group health insurance. We are putting \$5 million into a supplemental monetary award program to support students from the lowest income quartile, as well as support for Veterans' Grants.

We won't know the official numbers for the fall freshman class until the 10<sup>th</sup> day census, but it looks like a very strong class. There are a number of students with ACTs above 28 and we have continued our upward trend. *U.S. News and World Report* rankings came out. We don't pay a lot of attention to the overall rankings, but the subcategories are very important. We were extremely happy to see our graduation rate continue to go up. It is at an historic high of 65%. We expect it to rise higher. Our acceptance rate has jumped 10 points in

two years. That means that we have higher admission standards now than four of the schools in the Big Ten, including Purdue, Michigan State, Iowa and Indiana. If you go into the Big Twelve, we have higher admission standards than the University of Missouri.

Our private fundraising ended on a positive note at the end of the fiscal year on June 30<sup>th</sup> at just over \$10 million in private gifts, \$8.5 million of which was in cash. \$10 million was our goal for this year. The next goal will be \$12 million and we will just keep moving forward. I told the students that, at some point, you will get to participate in this, so we want you to graduate, get good jobs and be very successful.

There is a lot of construction going on on campus and Dr. Bragg will give you an update about that. We opened the Alumni Center at 1101 North Main and I encourage you to drop by and take a walk through the building. You will be impressed. There are at least three conference rooms of this size in that building, so if your department is planning an event or meeting, that building is certainly available to you. The construction that will be underway for the next couple of years, of course, will be for the student fitness building. Next week, we will begin the demolition process for that project. The project is a bit more expensive than we thought it would be; it will be a nearly \$50 million project, but it will be a signature building on the campus.

**Senator Wang:** We received an e-mail from you during the summer in regards to the midyear salary adjustment. Is there any additional information that you would like to share with the campus community, especially given the state budget picture?

**President Bowman:** We are still committed to the midyear plan. Based on what we know today, we will move forward with another midyear increase. How big it will be and what groups it will target, we don't know just yet. The midyear increase is the reason that we are closing the gap between our salaries and the national median, so we will need to keep doing that for the foreseeable future. Barring some major calamity, we will be able to move forward.

***Provost Sheri Everts***

**Provost Everts:** As of today, we have 20,472 students enrolled with a new first-student class of 3,397, with 1,716 transfer students. Eleven percent of the enrollment is from underrepresented groups, with an increase of 22% for first-year Hispanic students. The official ten-day census data will be available next week.

Two dean searches are currently underway. The CAST Dean Search Committee is doing preliminary interviews of candidates. The COB Dean Search Committee will begin reviewing vita soon. The first-round interviews with the search committee are scheduled for the end of October.

Starting in September, the Distance Education Task Force will begin its work. Thank you, Senator Holland, for agreeing to serve on this important group, which is generously being chaired by Dr. Darrell Kruger from the College of Education.

Among our upcoming speakers is Walter Gmelch, Dean of the School of Education at the University of San Francisco, who will present a workshop on Leadership, Negotiation and Conflict Management on October 2<sup>nd</sup>. Elie Wiesel, best known perhaps for his book, *Night*, will be on campus on October 7. There will be more details available soon on those speakers.

Finally, I would like to thank you all for the warm welcome to ISU. I am very happy to be here.

***Vice President of Student Affairs Steve Adams***

**Vice President Adams:** The residence hall move-in this semester went as smoothly as I have ever seen it go. I think that that was because of the staggered move-in times for the halls and the floors; it made a tremendous difference. Also, Hewitt Hall came back online for the fall semester. That added another 700 beds, but we took another 700 down by taking Manchester offline. Vrooman Dining Center is also offline. The dining center is being converted to space that will be shared by Academic Affairs and Student Affairs. That should be completed by the fall of 2009. We will have all of our existing buildings back online by 2009, so the housing crunch that exists this year, with a low of about 6,000 beds, will go away. We will add another 700 beds for the fall of 2009 to make a total of about 6,700 beds, so we are not going to be faced with some of the same issues that we were faced with last year.

There are three dining centers on campus, one on west campus, one in Watterson and one on south campus. The new meal plan went into operation bringing a new method of service to the three dining centers. We are monitoring that plan; we are listening to faculty, staff and students. If adjustments need to be made in the number and types of meal plans being offered, we will make those adjustments. We have sold approximately 6,000 on-campus meal plans. We have also sold 670 off-campus meal plans; that is an increase of 420 more than last year. There is a lot of flexibility in changing the plans right now. That will be phased out, however, pretty quickly because it is a matter of the amount money that each plan costs, so we are going to make sure that we make that decision rather quickly.

The Critical Incident Response Team, which you may know as CIRT, was activated last night. One of our students was critically injured in a fall from an inflatable structure at a fraternity house. He is in the hospital and faces surgery tomorrow. All of his instructors have been notified. His parents are here and we have been working with the family all day today. We live with the knowledge that these kinds of things happen on college campuses and elsewhere, but it saddens us when they do occur.

**Senator Wilkinson:** I found that the Watterson food court has gone to an all-you-can-eat format and that I can no longer purchase an individual food item. Can you tell me what the rationale is behind that and whether you will keep it like that?

**Vice President Adams:** It is a matter of service and flexibility. We discussed this at Senate last year and I assured everyone that a lot of feedback was received from the student organizations, primarily the Student Government Association and the Association of Residence Halls. They did a lot of benchmarking. They went to a lot of different places to see what operations were like on other campuses and they felt that this was the best type of format for the students. It may not be the best for faculty and staff, but I would remind everyone that there are retail operations open in this building, that are available to faculty and staff, where you can purchase food by the item. We hope to maintain some flexibility in some of the halls as well. There is a spot just inside the North Street entrance of Watterson where you can purchase a sandwich or salad.

***Vice President of Finance and Planning Steve Bragg***

**Vice President Bragg:** As the President mentioned, we were pleasantly surprised with about a 2.5% increase in our appropriation. That does not get us anywhere near where we were prior to the budget cuts in the early part of this decade. As you may recall, we absorbed about a 17% cut in our appropriations, so though 2.5% is a step in the right direction, we are still far behind from where we were. The President also mentioned that the state revenue picture is still a bit cloudy, so we are keeping those appropriation funds in abeyance, if you will, for awhile until the revenue picture solidifies a bit. We think that we will have a much better idea about how solid those are after the November elections.

The bids for the new Student Fitness, Kinesiology and Recreation Center came in very high, about 20% higher than we had estimated. We went through an extensive process in the early part of the summer called 'value engineering', which is scaling the project back, hopefully, in the areas that will not impact the quality of the product. We also made a commitment to add revenue. In July, the Board of Trustees authorized an increase in the project budget of about \$4.4 million, so the \$2.1 million from the State will come in very handy to help to meet that increase. The contracts have all been signed and demolition of the old central campus should take place this coming week.

Nationwide, the financial markets are in some turmoil. Let me assure you that our finances are in great shape at Illinois State University. We have been very cautious on our investment side; we have not engaged in any variable rate financing, for example. In our short-term investments, we have, systematically, over the last 18 months reduced our positions in such things as Fannie Mae and Freddie Mac equities, so we are not exposed in that area. Our day-to-day treasurer management is with National City Bank, which is a bank that has been on the watch list. It has taken some pretty big write-downs over the last year, but we have everything collateralized with National City, so we are safe there. It has nothing to do with the financial situation, but, coincidentally, we are on track to do a banking RFP, request for proposal, this fall. We have a committee set up to start that process. It is a very labor-intensive, very complicated process, so we only do it about once every ten years and it has been about ten years since we signed the contracts with National City. I will keep you informed about that process.

The Stevenson-Turner project proceeds at pace. We have finished the first phase. The faculty have now moved back into the upper two floors of Stevenson and, this year, we will be working on floors one and two. We are working on the Ropp building, which will be surge space for faculty in the Turner building when we move to that project in a year.

The President mentioned the Alumni Center; it is a fabulous space. It creates a precedent for the university in that the financing behind the project was a three-way partnership between the university, the Foundation and private developers. It really creates opportunities for more projects like this in the future. We will be going out for bids this fall for the new parking ramp on the southwest part of campus, which is where an existing parking ramp stands now. The same factors that drove the bid prices pretty high on the Student Fitness, Kinesiology and Recreation Center may be operative in the parking ramp as well. The prices of steel and other commodities and anything related to oil products have just skyrocketed. There is some uncertainty in that, but we hope that it will settle down soon.

On Friday at 10:00 a.m., the President will be dedicating the new chiller plant. It is just south of Watterson Towers. It is a centralized plant that will provide chilled water for air conditioning for Watterson Towers and the Watterson complex. It will be back-up for Stevenson, the Science Lab Building and the residence hall complex in that quadrant of campus. Most importantly, it provides backup by creating loops around campus so that if one area fails, we can backfill with chilled water. We are very close to having the capability to ensure that no building on campus will be without air conditioning or chilled water.

One Main Development is a corporation that has a contract with the Town of Normal to add three major buildings to the uptown complex. We have signed a Memorandum of Understanding to lease space in those buildings. This is another opportunity for partnership with the private sector. I will give you more specific information as those plans develop throughout the fall.

I talked to you a little bit at the end of last year about an RFP process for a new human resource and payroll system. We have finalized the contracts, which were awarded to the Oracle Cooperation. This is the

cooperation that bought out People Soft, one of the premiere software companies in human resource management. We are in the process now of setting up those implementation plans. Thanks to Judy Johnson, our Director of Purchasing, who drove some very, very hard negotiations, we brought that purchase price in at about \$800,000.

We are just about at the point of awarding a contract to a vendor who will provide a centralized emergency notification system for the campus. The vendor is called 3N. It offers a very powerful product, which is in place on dozens of campuses across the nation. One of the first things we will do, in addition to installing the software, is to set up a marketing plan to encourage as many of you and your colleagues, and your student colleagues, to sign up for this system. This is a system that allows us to send text and e-mail messages to you instantaneously in the case of an emergency or to notify you of other incidents on campus. We will be rolling out that marketing plan this fall semester. I will ask for your help in its promulgation.

**Senator Gudding:** The third and fourth floors in Stevenson Hall were not fully renovated. Some of us are wondering if we are going to be moving out again in 2010 so that the renovations can be completed.

**Vice President Bragg:** No, there are no plans to move anyone out. I am not sure exactly what you are referring to when you say that it was not fully renovated. Is there anything more specific that you can give me?

**Senator Gudding:** I think there was an expectation that there would be updated teaching materials, like whiteboards and new furniture.

**Vice President Bragg:** Yes, there is still furniture and equipment that are on purchase that have not yet been delivered.

**Senator Gudding:** There was a library funding proposal forwarded last spring by the Faculty Affairs Committee and I was wondering if there has been movement on that.

**Vice President Bragg:** Yes, absolutely; I have had an opportunity to work with Provost Everts on this subject. We have picked up from where we were last year. I think that the President will be announcing something in his State of the University Address.

**Senator Ellerton:** When we moved back into Stevenson, we found broken furniture, locked file cabinets, missing computers and extremely cold temperatures of 60 degrees or less. While I accept assurances that matters such as those will be addressed, and there has been some progress, what monitoring of noise levels are taking place on floors three and four?

**Vice President Bragg:** Let me apologize for the inconvenience. This has been a very challenging project. ISU does not have what is referred to as “surge space”. We don’t have space to move people into while we are working on a facility and the best we could do in the Stevenson project was to move two floors out while we were working on two floors. So it does create some inconvenience and we do our best to try to minimize that. We do monitor these things and we will be monitoring the noise levels, especially. The contractors have been very good and they have been willing to move some of the heavier, noisier construction to either early morning or late afternoon hours and sometimes evening hours, when they work overtime, to try to minimize that. We will try to keep that as much to a minimum as possible. As far as locked filing cabinets and missing computers, I will ask for a report from our facilities planning folks and see if they can give me some information I can report back to you on that.

**Senator Ellerton:** Will consideration be given to the university meeting the costs of the move? Presently, the costs have been billed to the college and the hiring of student help and other moving costs have been met by departments. Given that the move was precipitated by the university, and not the college or the departments, it seems to us that it is untenable that the “victims”, if you like, those who have had to cope with the move, have to pay for the move.

**Vice President Bragg:** The allocation of the costs for the construction project and the moves has been examined for several years by representatives from the Provost’s Office, Finance and Planning and individual departments. They fall into several categories: those which are mandated by the construction and the move itself, which we tried to fund centrally; those that represent sort of qualitative improvements that individual departments have requested, which are usually funded by departments themselves; and then some of these gray areas that fall in between. The short answer is, yes, we do have an ongoing process to look at these costs and, whenever possible, we try to fund them out of university funds. They are all university funds in that it eventually all comes out of the university’s resources.

**Senator Ellerton:** I would appreciate it if you could follow up on whether or not the actual physical cost of moving people’s boxes and furniture, etc., was not covered by college funds. That is a key concern.

**Vice President Bragg:** The majority of those costs should have been funded out of central funds, but I will follow up on that. We do not have a central pool of resources at Illinois State University to move faculty. Every project that we take on requires us to do the financial planning for that project individually. We have just chosen not to allocate funds permanently to those functions, in part, because every project is somewhat different.

**Senator Kalter:** During the weekend that we moved into Stevenson, there were a number of staff members who told me that they were, essentially, there on their own time. My sense is that they were not even really expecting to apply for overtime. I don’t know who to ask about this, but it seems to me that they ought to receive overtime for their incredibly heroic efforts in trying to get us into classrooms over the weekend under pretty extraordinary circumstances. So I am wondering if there is some sort of process to inquire, ‘how many hours did you work?’ I know of at least five or six people in my department or in our college that I saw there. The faculty are on salary, but there were people who were coming, who were basically on hourly wages or what have you, and did not expect anything in return, but I think that we ought to expect that for them.

**Vice President Bragg:** For those individuals who are staff of the departments affected, the proper channel would be to have a conversation with department heads and faculty within the department. For those who are staff for central offices, Facilities Planning, etc., if they are exempt employees, by state law, they are not entitled to overtime. The more important point is that is what makes this institution special. That is what makes this institution unique. I can’t give you the number of staff colleagues who routinely work overtime and who are not compensated, who routinely come in on Saturdays and evenings because they are dedicated to this institution. We try to show our appreciation as best we can. We try to show our appreciation during the salary incrementation processes, for sure, but that is just who they are.

**Senator Van der Laan:** I would like to put one of the previous questions into sharper focus. I teach in Stevenson right now in a couple of classrooms on the third and fourth floors. Are there any plans to paint and to patch the plaster on the third and fourth floors?

**Vice President Bragg:** Other than we have already done?

**Senator Van der Laan:** It has not been done.

**Vice President Bragg:** It hasn't been done. I will follow up on that and get back to you.

**Senator Deutsch:** I would just like to comment that many of our staff people are unionized and they can take the issue of pay for their overtime work to their union.

**Senator Ellerton:** To follow up on the question about the paint and plaster, some work in the areas around the windows has not been done. The official answer to that has been, at least this was what we were told, that they are waiting on a quote to replace the windows and, depending on that quote, a decision will be made whether to replacement them. If they are replaced, then those sills will be painted. There is still quite major work that has not been done on the third and fourth floors of Stevenson.

**Senator Holland:** I have one question that goes back to President Bowman's comment. We had a \$2.1 million increase from the state, but we are being asked to absorb, if I heard correctly, an additional \$3 million in health insurance costs?

**President Bowman:** That is not a new cost. Shortly after the 2002 rescission, the State asked us to pick up group health insurance and it has never gone away. I bring it up every year here and in Springfield to remind them that that comes off the top of our appropriation. When you add those kinds of costs in, plus the escalating energy costs, the \$2.1 million is gone in a heartbeat. Every one-percent raise that we distribute to the campus costs \$1.5 million, so if you do a three-percent raise, the \$2.1 million is gone, and that is before we pick up these other costs that have been shifted to us. We have been advocating in Springfield for relief on the costs that have been transferred to us since 2002. If they did that and even gave us no increase in our appropriation, we would be that much further ahead. In 2002, our appropriation was \$92 million. Here we are in 2008 with an appropriation of \$85 million, and from that, those other costs get deducted.

***Committee Reports: Reporting of Election of Internal Committee Officers***

***Academic Affairs:*** Senator Ed Stewart, Chairperson; Senator Jodi (Gray) Sullivan, Secretary; Senator Frank Waterstraat, Academic Planning Committee Senate Faculty Representative.

***Administrative Affairs and Budget Committee:*** Senator Susan Kalter, Chairperson; Senator Scott Preston, Secretary.

***Faculty Affairs Committee:*** Senator Paul Borg, Chairperson, with the help of Senator Nerida Ellerton during the chair's absence. One of the tasks of the Faculty Affairs Committee will be to follow up on the library appropriations. Senator Borg has initiated conversations with the Dean Elzy, Dean of University Libraries, and will report back to the Senate.

***Planning and Finance Committee:*** Senator Farzaneh Fazel, Chairperson; Senator Dan Abdalla, Secretary.

***Rules Committee:*** Senator Joe Solberg, Chairperson.

***Advisory Item:***

***Academic Calendar for 2012-13 (2007-08 Administrative Affairs and Budget Committee Chairperson)***

**Senator Holland:** There has been a slight change to the Academic Calendar that has been submitted, so that the calendar is actually going to go back to the Administrative Affairs and Budget Committee and, hopefully,



brought back to us fairly shortly.

***Communications:***

***07.28.08.01 Annual Announcement of Surveillance Equipment Use (President Bowman)***

**President Bowman:** We use surveillance equipment from time to time in areas where crime has occurred, theft, etc., and we, of course, follow state and federal statutes as we engage in that activity. This announcement is really to notify the campus that any part of campus could be under surveillance; it is really a courtesy. We are fortunate in that the campus is patrolled 24 hours a day by an in-house police force, rather than a community police agency, on foot, by bicycle and by squad car. Most of the crime that occurs on campus is theft. It is expensive and so we target areas where there has been that type of activity.

***Internal Committee Packets - Questions Regarding: Tasks Pending Lists, "Powers and Responsibilities of the Committees of the Senate", Committee Functions per the "Blue Book", which is the Academic Senate Committee Structure Supplement to the Senate Bylaws, or Other Questions?***

**Senator Holland:** If you have questions about your issues pending on your Internal Committee Lists, please us know. If you need guidance on what needs to be done, hopefully there are people on every committee who have previously served on that committee so that there is some historical memory.

***Adjournment***

**Motion XXXX-4:** By Senator Stewart, seconded by Senator Thornton, to adjourn. The motion was unanimously approved.