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Academic Senate Minutes

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Fall 10-7-2009

## Senate Meeting, October 7, 2009

Academic Senate  
*Illinois State University*

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**Academic Senate Minutes**  
**Wednesday, October 7, 2009**  
**(Approved)**

***Call to Order***

Senate Chairperson Dan Holland called the meeting to order.

***Roll Call***

Senator Kalter called the roll and declared a quorum.

***Approval of Minutes of September 23, 2009***

**Motion XXXXI-18:** By Senator Mackey, seconded by Senator Marquis, to approve the Academic Senate Minutes of September 23, 2009. The minutes were unanimously approved.

***Diversity in Education Presentation (Shane McCreery, Office of Equal Opportunity, Ethics and Access)***

**Shane McCreery, Director of Equal Opportunity, Ethics and Access.** This is the office formerly known as the Office of Diversity and Affirmative Action. I am here to present the abbreviated version of this year's Affirmative Action Plan. The plan specified that I take the existing university workforce and divide it into five racial/ethnic categories and one gender category. The five racial/ethnic categories are Caucasian, African American, Hispanic, Asian and Native American. The one gender category is female. My responsibility is to place those into seven job categories. Those categories are executive, administrative and managerial, faculty, which includes college deans and chairs/directors, and professional, which are administrative and professional employees with no supervisory responsibility. The last four categories, office and clerical, technical and paraprofessional, skilled craft and service maintenance, are collectively bargained. So affirmative action hiring is inapplicable to those four categories.

In the category to the left, this is the snapshot of the university workforce as of October 1 of this year. On the right is a gain loss category, which shows where the university has improved or enhanced our number of diverse categories or had a regression. Of the increase of 17 employees in the faculty category, 6 have been Caucasian, 3 have been African American, 1 Hispanic and 7 Asian. In the professional category, we have 39 more employees than we did last year at this time—31 Caucasian, 5 African American, 1 Hispanic and 2 Asian. This does not speak to the total number of employment vacancies. Human Resources maintains that data.

Finally, in the action plan, I am asked to do negative reporting or underutilization. In the executive, administrative and managerial category, the university has under representation in the African American, Hispanic and Native American categories and for faculty, African American and Native American. For Hispanics, we are on par. In the professional category, the African American, Hispanic and Asian categories are designed for improvement.

**Senator Kalter:** When a department does a search, for example for a chair, are you looking at the underutilization pool across the university to determine whether there needs to be an external or internal search or are you only looking inside the department?

**Mr. McCreery:** It is the expectation of the university that any employment position be an affirmative action external search unless we have candidate that is viable and well qualified. Then it doesn't make sense, especially in these economic times, to spend the money on a candidate that we may desire in the first place.

**Senator Kalter:** My understanding was that you look at the department; you see how many people in that department fall under various categories. If there are enough eligible people that could go up for say a chair, we would not have to do an external search. Is that correct or does it depend more on looking at the entire university in terms of underutilization?

**Mr. McCreery:** I have changed some things in my department in an effort to make things easier. One of those changes is that I no longer require a department chair, for example, to look at the diversity or the underutilization within their department. I provide the college dean with information about where there is underutilization that needs to be addressed. It is my desire and the university's expectation that they do a nationwide external search in which an internal candidate can be an applicant, but that we do an external search to cast the broadest net possible to have the most diverse pool of candidates for any given position.

**Senator Kalter:** So you are essentially saying that that is now the standard operating procedure to go external and that is no longer a test situation. You don't look at underutilization anywhere, you just say that it is pretty much expected that it will be an external search.

**Mr. McCreery:** Correct. I was finding that a lot was being lost in 'when do we do internal, when do we do external, when do we do a local search, when do we do a national search?' I just made the expectation as broad as possible.

**Senator Kalter:** Are there minuses in the gain/loss graph?

**Mr. McCreery:** In the crafts and the service categories, which again, are inapplicable to affirmative action hiring because of collectively bargained hiring processes, we have had a loss of 19 employees as compared to last year in the service area and in crafts, although we have had an increase of 4 total employees, we have lost one African American employee.

**Senator Kalter:** Does the EEOC monitor unions?

**Mr. McCreery:** They do. For instance, if the US Department of Education has reason to audit the affirmative action plan, the first line of defense is that I will give the collective bargaining agreement to whatever auditor is doing that audit to demonstrate that that has already been discussed and collectively bargained in their contract and therefore outside the university's unilateral control.

***Budget Presentation (Barb Blake, Office of Budget Planning)***

**Barb Blake, Office of Budget Planning:** In your packet are some materials that I will be referring to. In the packet, there is a table called Fiscal Year 2009 Projected and Actual Revenues and Fiscal Year 2010 Projected Revenues. The state appropriated funds that we are expecting in fiscal year 2010 are a little over \$80 million, which is only about 22% of our total revenue. The university income fund or tuition revenue is a little over \$123 million or 34% of our total budget. The other kind of funds that we expect to receive in fiscal year 2010 from the state are the American Recovery and Reinvestment Funds, otherwise known as stimulus dollars, at about \$4.6 million. If you add the state appropriation and the stimulus funds together and consider those as coming from the state, we are at exactly the same amount of money from the state which we started fiscal year 2009 with. We did have a midyear holdback, so we have slightly more state appropriated dollars, provided that all of the funds come through.

The other fund sources are restricted purpose funds. These are funds that can only be used for designated purposes. The bond revenue funds are our housing and dining funds mostly. Grants and contracts are the

grants that our faculty secure each year. The other local funds are partially the mandatory student fees and the funds that are generated by departments. For example, Tech Zone generates its own revenue. So the bond revenue and other local funds are very restricted funds. We do not have any flexibility in how we can use those. The state appropriations and the income funds are our flexible funds.

In table 2, you will see that we anticipate spending about 43% of all of our revenue on the core functions of the university—instruction, research and public service. Another \$21 million or a little more will be spent to provide support to those core functions. In that table, it is called Academic Support. Examples of academic support are Milner Library, deans' offices...things like that. The student services area is mostly our Student Affairs Division. Institutional support is the vice presidential areas, almost all of Finance and Planning, University Advancement, and the various units in the President's Office. We have not allocated the American Recovery and Reinvestment Funds across functions as we are still waiting to get direction on how we will have to report back on those.

Just like all other institutions, Illinois State spends most of their funds in personal services for our salaries. A little over 54% of our total budget will go for salaries. \$141 million of that is expected to be paid from general revenue and the income fund. Our second largest expenditure is always our contractual expenditure mainly because our utility costs are considered contractual. Awards and grants on table 3 is financial aid for our students. The university for the last four or five years allocated some of our own resources to the MAP program, since the award coming from MAP does not meet all of the financial needs of our students. This year we have an additional situation with that. All of the funds that ISAC received, they allocated to universities in the fall. Universities are not expected to receive any additional financial aid from ISAC in the spring, so we, as an institution, decided to allocate even more funds to the MAP program in the spring. We are going to allocate about \$4.5 million more than we did in fiscal year 2009. We are still paying the group health insurance. That became a mandatory cost for all universities about five years ago. Ours is a \$3 million cost.

Fiscal year 2011 is pretty uncertain. We crafted a request that is based on the assumption that we will receive the \$4.6 million in stimulus dollars in 2011 or that the state will make us whole with state dollars. We know neither case to be true. Given that, our request is about an \$8.7 million increase over fiscal year 2010. We are asking the state to support our Doctor of Philosophy Degree in Nursing. We have made this request for two years, but the state has not funded our request, but we are continuing to ask for their support. We are asking for funds to enhance our recruitment and retention efforts of under represented groups. We are asking for \$1.5 million to help position ourselves to better serve the needs of this fast-growing student population. We are also asking for funds to put towards our highest priority, which continues to be our faculty and staff salaries. We are asking for a little over \$4 million to support increases for everyone. The other thing that we are asking for is funds to support our deferred maintenance needs.

### ***Chairperson's Remarks***

**Senator Holland:** It's Homecoming Week next week. There are lots of things to take advantage of, so I would encourage everyone to get involved.

### ***Student Body President's Remarks***

**Senator Spialek:** Students on Patrol has officially started. Thanks to ISUPD, Student Government and members of the Senate who talked to classes about Students on Patrol, we have 43 members who have volunteered. The hours of patrol started on Monday. The hours this semester will be Sunday through Wednesday, 8 p.m. to 1 a.m., and Thursday through Saturday, 8 p.m. to 3 a.m. If anyone is interested in having someone escort them back to either their car or a bus stop or any other campus building, they can call

438-8631, which is the ISUPD phone number. That service is available to students, visitors, faculty and staff.

We will be going to Springfield next Thursday for the student lobby day with students from various community colleges and universities throughout the state. So far we have collected 4,234 signatures, which is almost a quarter of the student body. We are hoping to hit that 5,000 mark by next week. We will have 18 students from Student Government attending that event as well as three *Vidette* reporters and one of their photographers.

### ***Administrators' Remarks***

#### ***· President Al Bowman***

The IBHE met on Tuesday in Chicago and they reported that since 2002, public higher education in Illinois has lost a billion dollars in state support when you account for inflation and when you exclude pensions...34%. With regard to MAP funding, there has been lots of media coverage about that issue and I want to thank Student Government and faculty and staff who have been involved in that issue. The Governor's proposal right now is a cigarette tax increase. The Republicans have proposed a tax amnesty program that will generate some funds. It's probably too early to tell, but most anticipate that there will be some relief on the horizon. The House passed a bill called the Student Aid and Financial Responsibility Act or SAFRA. This would be the largest investment in higher education in U.S. history. The bill builds on past efforts to try to expand access to college. It contains a large number of provisions that will benefit students, including setting aside mandatory funding to supplement Pell Grant maximum awards over the next ten years. Subsidized student loans would be direct and the savings from those direct loans would be directed toward the Pell Grant Program. If this passes the Senate and gets the President's signature, the maximum award would go from \$5,550 in 2010 to \$6,900 in 2019.

Private fundraising continues at a very good pace. We are already beyond the \$7 million mark in private gifts this year. If we continue at this pace, we will break our record of last year, which was \$10 million. Grant activity is off to a very strong start. \$300 million was identified for capital projects for higher ed. There is no time table for the release of those funds. Those would just be "shovel-ready", so Fine Arts would not be in that first wave.

#### ***· Provost Sheri Everts – Absent***

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

**Vice President Adams:** October the 1<sup>st</sup> was the official start of the seasonal flu season, but we have been giving vaccinations for the last few weeks. Student Health Services reports that they have provided vaccinations for 3,600 students, faculty and staff. That is twice as many as the number given last year. We still have appointments that will be made with the Student Health Services for the supply that we have on hand. There have been a high number of no shows by students, faculty and staff. Because of those who are no shows, we will be implementing a \$15 charge for those who do not call in and cancel their appointments. Up to this point, the Student Health Services will waive that, but because the number of no shows is becoming so high, we have decided to implement that in fairness to all. ISU has been notified that the final 500 doses of seasonal flu vaccine from our distributor will not be shipped or made available for purchase. So when we are out, you will have to get a flu vaccination someplace else.

I will move on to H1N1. I receive a report each week and the information I have is that we are averaging between 20 and 30 new cases a week of flu-like symptoms. That doesn't necessarily mean that those are students who have H1N1. In all likelihood, that is what it is, but that number has remained pretty consistent

over the first eight weeks of the semester. The American College Health Association puts out a report each week. There were 6,326 new cases nationwide among campus populations totaling over 3.3 million possibilities. The nationwide attack rate thus is about 19 cases for every 10,000 students. The highest number of cases is in the Mid Atlantic region. It has not made its way with force into Illinois as yet. The H1N1 vaccine could be received in this county by the middle of this month. Our belief is that we will not receive as much as requested. We will continue to lobby for as many doses as we can. We requested 22,000 doses. The priority for this vaccine goes to those students who are in the highest risk category. We would encourage faculty and staff members to receive the vaccination through your local healthcare provider. There is no direct cost for the vaccine. It is being paid for out of tax money. Our target date for beginning the vaccinations is mid November.

**Senator Borg:** Are there cases that have not been reported?

**Vice President Adams:** I am sure there are, so please encourage your students to get vaccinated.

**Senator Fazel:** We used to have flu clinics and this year we have appointments. Why have we changed that process?

**Vice President Adams:** I don't know the reason, but I would be happy to provide it to Chairperson Holland.

**Correction by Vice President Adams:** There will be no flu clinics for students, faculty or staff. All vaccinations will occur by appointment in the Student Health Services.

We know that the Marriott Hotel is not going to be ready by Homecoming. It is scheduled for an October 30<sup>th</sup> opening. The building that is going up at Constitution Place is transforming on a daily basis. JSM is anticipating that it will be ready for a fall 2010 opening. Illinois State has leased some space in that building. It is a mixed use building.

· *Vice President of Finance and Planning Daniel Layzell*

**Vice President Layzell:** The search that had been underway for the Vice President of Human Resources has been suspended and as an interim, Dr. Al Azinger was appointed to that position. The reason for that is that there was no consensus either administratively or among the committee members on the finalist. We will start the search anew early next month to look for other candidates. The intent is to have that position filled by the end of this academic year. We do intend to put benches into Stevenson as part of the renovation. Dick Runner is currently making plans to do that. The current estimate is that the first floor restrooms will be ready by the first of November. You will be seeing later this week information about a car sharing program that is being instituted. It is called Connect by Hertz. There will be a website rolled out. You will be able to register and reserve cars on campus through this program. Initially, they are going to have four cars available to anyone on campus. It will be two Priuses, a Gallant and a Ford Escape. It will be \$8 an hour, which includes the fuel charge. More information will be available later this week.

**Senator Holland:** Is the car sharing going to be available regardless of age?

**Vice President Layzelle:** Anyone over the age of 18.

*Committee Reports:*

### *Academic Affairs Committee*

**Senator Gudding:** The committee discussed a memo from SGA regarding the charge designed to tackle textbook costs. We also began review of the Student State Residency Policy. We discussed and took decision on the Constitution Exam and tasked the SGA to draft a Sense of the Senate Resolution, which we will be submitting in November for Senate consideration.

### *Administrative Affairs and Budget Committee*

**Senator Kalter:** We had our first annual joint meeting of the Administrative Affairs and Budget Committee with the Planning and Finance Committee to receive the report on the budget that you just heard from Barb Blake.

### *Faculty Affairs Committee*

**Senator Liechty:** We continued our discussion on the proposed University Professor position and we have a document that we sort of finalized tonight, but we are going to give it one more go over. Our expectation is that we will have something for the Senate's perusal next time.

### *Planning and Finance Committee*

**Senator Fazel:** We had our first meeting with the Administrative Affairs and Budget Committee. We talked about the fact that we need to discuss other ways of generating revenue for the university so that we won't be dependent on the state or by just raising tuition.

### *Rules Committee*

**Senator Solberg:** We discussed the revised College of Education Bylaws and the College of Business revised bylaws. The Dean of the College of Business joined us. Those should ready as information items at the next meeting. We discussed an issue regarding the Academic Planning Committee, which is the only External Community whose faculty membership is not subject in some way to Senate approval. We have come up with some language to amend the *Blue Book* and that will be ready as an information item as well.

### *Information Items:*

#### *09.24.09.01 Equitable Treatment of Students Participating in University Sponsored Events Policy – Revised (Academic Affairs Committee)*

**Senator Gudding:** The header of each of these policies should say that it is a policy revision and not a new policy. This policy was changed for those students who need to take make up exams. This will allow them to not to have to drop their lowest score.

**Senator Van der Laan:** Is the concept of a university sponsored event fairly specific or vague? Would that extend to a job at the university?

**Senator Kalter:** It seems as though there are lists of these activities, where it says 'as examples of events'. It does not mention jobs. I would read this as if it is not mentioned here, it does not count.

**Senator Borg:** These are examples, but in my experience a student job is not this sort of university sanctioned activity. I don't know if that needs to be specified.

**Senator Gudding:** It would seem bizarre to have to say that in a policy.

**Senator Borg:** It does say that these things or of limited duration and a job is not of limited duration.

**Senator Mackey:** On this list, it does not include field trips for other classes. Would that fall under these guidelines or does it need to be outlined?

**Senator Holland:** I would assume that that would be covered, but it might be a good idea to include it.

**Senator Gudding:** I will check with Jonathan Rosenthal.

**Senator Marquis:** The list that is considered university-sponsored events is not part of the policy that is changing. The policy that is changing is about the make up of a test and the ones that you can drop.

**09.24.09.02** *Community College and Other Transfer Students – University Studies or General Education Policy – Revised (Academic Affairs Committee)*

**Senator Gudding:** The policy is unchanged except to clarify the difference between the college program of University Studies from the General Education Program of University Studies.

**09.24.09.03** *College Level Examination Policy – Revised (Academic Affairs Committee)*

**Senator Gudding:** Point 8 was changed because the CLEP scoring has been changed to reflect current policy stated elsewhere. Point 9 was changed in regard to General Education. We also removed addresses and phone numbers that did not need to be in the catalog.

**09.24.09.04** *Deans' List Policy – Revised (Academic Affairs Committee)*

**Senator Gudding:** Just a few changes were made to keep up with the current way of doing things.

All of the policies will return to the Senate as Action Items at the next meeting.

**Communications**

**Senator Kalter:** Louise Erdrich is coming on the 22<sup>nd</sup> of October. That will be a Thursday at 3:00 p.m. here and at 7:00 p.m. at IWU.

**Senator Dawson:** Today or yesterday, we received the Campus Crime Report. I know that that was a topic of concern. It has been going on for 14 years; it's a requirement.

**Adjournment**

**Motion XXXXI-19:** By Senator Bagnuolo, seconded by Senator Marquis, to adjourn. The motion was unanimously approved.