

1 Academic Professional Advisory Committee
2 October 16, 2008
3 Minutes
4

- 5 1. Call to Order – meeting began at 9:04 AM in Brookens 204 D
6 a. Members present – Tammy Craig, Jerry Burkhart, Clay Bellot, Lori
7 Giordano, Barbara Cass, Dick Schuldt, Shawn Shures, Natalie Taylor, and
8 Tyler Tanaka – Tyler left around 10:00 AM. Brian Leonard arrived at
9 9:09 AM.
10 b. Visitors and guests included Kathy Dehen (CSAC Rep to APAC), Aaron
11 Shures, Provost Harry Berman and Chancellor Richard Ringeisen.
- 12 2. Approval of Agenda
13 a. Motion to approve by Lori and 2nd by Natalie
14 b. Motion passed
- 15 3. Approval of Minutes
16 a. Modification to 9/11/08 minutes included adding “parking situation” to
17 line 178 and deletion of “according to Wes” on line 54. Additional minor
18 changes will be submitted by Barbara to Tyler.
19 b. Motion to approve by Shawn and 2nd by Lori
20 c. Motion passed
- 21 4. Guests: Provost Berman; Chancellor Ringeisen
22 a. Enrollment – The Chancellor informed about the larger undergraduate
23 attendance on campus but a lower graduate student population
24 b. Economy – The Chancellor spoke about the economy and how
25 traditionally enrollment rises with optimism about economy
26 c. End Year Budget Rescission – The Chancellor is preparing if there is a
27 recession. He said about 80% of the budget is used for salaries/personnel
28 and he and his staff are taking a look at vacation positions (and leaving
29 them vacant) to save money. He is hopefully that we can get by without
30 layoffs.
31 d. Non-monetary compensation – The Chancellor likes and is open to the
32 idea of non-monetary compensation
33 e. Preview Day – Saturday, October 18 has a high number of people
34 scheduled to attend with no ‘group’ sign-ups (like a specific school) but all
35 individual sign-ups
36 f. Awards for UIS – Chancellor continued with the awards and reports about
37 UIS for online, academic, and statistics about our faculty to student ratio.
38 g. Online – The Chancellor referred to the affordability of our online BBA
39 degree and how it is under \$20,000.
40 h. Lori inquired about increasing cap sizes for online programs. The
41 Chancellor said everything will be discussed. He also recommended
42 several different programs get started online.
43 i. Lori inquired about Campus Town – The Chancellor responded that
44 hopefully a New Master Plan will be passed that will allow development
45 of land outside the ‘ring.’ Items discussed were the development of a
46 conference center, retail space, driving range, senior homes, etc.

- 47 j. Jerry inquired about walkway crossings-especially the one near Founders
48 Hall – The Chancellor is working on walkways as we transition from an
49 exclusively commuter campus to a blended campus
50 k. Jerry also inquired about the Development Fund Campaign – The
51 Chancellor said that these funds do not pay everyday bills. These funds
52 provide scholarships, athletics, rec center – we might not have racquetball
53 courts without donations or score boards. UIS also has 6 named
54 professorships with donations.
55 l. Financial Stability – a discussion about ways to save money. The
56 Chancellor stated he would be open to all ideas.
57 i. Furlough days were discussed
58 ii. Allow people to volunteer from 100% FTE to 80% FTE
59 m. Members thanked the Chancellor for approving the Upward Evaluation
60 campus survey of their supervisors. Dick stated that about 170 evaluations
61 have been received.
62 n. The Chancellor was thanked for attending and left at 9:56 AM.
63 5. Old Business
64 a. Grievance Campus Wide Meeting on 10/29 at 3:30 PM
65 b. Non-Monetary Compensation Committee
66 i. Jerry reported that there will be 3 APs & 3 Civil Service
67 employees on the committee with Dave Antoine and Jerry as ex-
68 officio members and also Wes Weisenburn.
69 ii. This committee will collect ideas, prioritize, and be a standing
70 committee.
71

72 The following minutes are submitted by Barbara Cass:
73

74 Old Business

75 Report on Executive Committee meeting with Deanie Brown

76 Jerry reported that the meeting went well and it appears that Deanie will be a good
77 advocate and will be available.
78

79 New Business

80 Jerry reported that the Conflict Resolution Meeting of October 10 was extremely
81 informative. Jerry would like to provide the Ombuds pamphlet to all APs, as it provides
82 a good road map of what the grievance process entails.
83

84 Guest: Harry Berman, Provost, arrived about 10:05 a.m.
85

86 Harry noted that the concentration in shortfall for FA '08 enrollments is in graduate
87 programs. Also, we don't have retention from first & second year students as we would
88 have liked to see
89

90 Combining fall and anticipated spring shortfall plus anticipated traditional spring
91 shortfall, project a 2.2 mil shortfall on 50% of budget that comes from tuition. Have
92 some reserve funds and unspent scholarship funds, also gen ed expansion that allows to
93 go into deficit to certain extent, but still need to pull in from units – everybody is
94 contributing. Right before economic crisis, close to meeting shortfall, but general state

95 and country shortfall could now be problematic. The magnitude of potential shortfall
96 cannot be covered by what is set aside. Harry acknowledged that sitting here, right now,
97 he doesn't know how we will deal with rescission
98

99 Jerry asked how confident Harry feels about potential enrollments. Harry said we'd
100 experienced about \$500 thousand shortfall in FA'08. There is a projected \$800 thousand
101 shortfall for SP'09, which is more than 1 ½ times of fall – considerably above traditional
102 shortfall, but the big questions is what is going to be impact of economic crisis and how it
103 will impact people's ability and desire to go to school, particularly our graduate students.
104 UIS has a good cushion, but the question is, will it be enough?
105

106 Jerry asked Harry to talk about salary equity. Harry reported that this year there was
107 about ½ the money that was available for the previous 2 years. All recommendations
108 filtered to Ed Wojcicki and Harry. There were 37 recommendations. The emphasis was
109 on equity situations; this is not a merit program. This year's efforts resulted in 25 salary
110 adjustments ranging in raises from approximately \$224 to \$2834. Most adjustments were
111 less than recommended because the pool of money was not great enough. As for
112 distribution: Academic Affairs got the bulk, about \$19,000. Student Affairs received
113 about \$7000. The balance went to other APs & open range civil service employees.
114 Dick asked if there are some APs that are not eligible for salary equity because of their
115 source of funds. Harry acknowledges that there are some employees, such as in Housing,
116 who aren't part of this; Chris Miller handled those exceptions.

117 Jerry asked if there is a way to address that next time. Or does the availability of funds
118 preclude this?

119 Harry wouldn't go there, but said it is important to let those who supervise in those areas
120 be aware of and included in process.
121

122 Jerry asked about the Global Campus. Is it the "nationalization" of online? Is the GC
123 usurping online? Where does Harry see our online in relation to GC?

124 Harry said we will just continue to go on our path. One of bright spots at UIS is
125 enrollment increases in undergrad & grad online programs. UIS actually had 6.4 %
126 increase in what was projected (gave Barbara Cass a nod for online BBA). Projections
127 continue to look good.

128 Harry said the there are things we can learn from GC, such as marketing: lead generation.
129 UIS has minuscule dollars for marketing. Also, he noted it is true that adult students like
130 accelerated courses. On the other hand, some faculty have concerns about how much can
131 be absorbed in a brief time. Harry thinks we could offer some courses in accelerated
132 form. In fact, MIS is offering 2 or their 3 grad certificates in the accelerated format in
133 partnership with GC. If we were able to draw on funds as GC could, we could increase
134 our enrollments. Process-wise, Campus Senate has been asked to provide feedback to
135 President White about the accreditation of GC, which will be discussed at the October 24
136 Campus Senate meeting.
137

138 In response to Jerry's question, Harry noted the original GC plan would have shared
139 profits with partnering campus/program/college. But the GC would have had to recover
140 expenses before any sharing would occur. In the new proposed fourth campus GC,
141 money will go to employees of GC. Harry sees that it could be problematic for those
142 who might work for GC in addition to their work at UIS. It's not unprecedented to have

143 arrangements for those who work above 100%, but Harry is concerned about loading
144 faculty and staff with GC overloads.

145
146 Jerry asked how high our enrollments can go before we have to add faculty. Harry
147 indicated we have capacity in freshman & sophomore levels. He believes that “Lori &
148 Co” (Lori Giordano and Admissions) will be recruiting a record number of students for
149 FA '09. We will be looking at where to deploy faculty to teach increased numbers of
150 lower-division sections.

151 If noted that if we look at 211 full-time faculty in relation to our students, our ratio is 12.7
152 to 1. Even among highest tier of COPLAC (Council of Public Liberal Arts Colleges)
153 group we compare with, none have that kind of ratio. Thus, we have capacity, but
154 problem is how to move faculty around to serve where the need exists.

155 COPLAC places high value on gen ed & liberal arts. Generally the institutions in
156 COPLAC are small public universities: smaller than 10000, with a high ratio of full-time
157 faculty; most classes have a cap of 20. There are about 25 across country. UIS is looking
158 to affiliate with COPLAC in order to share experiences, establish benchmarking, and be
159 recognized as a COPLAC institution. UIS is an outlier in terms of having graduate
160 students, of our relative smaller number of residential students, and our involvement in
161 online education. It is, of course, COPLAC's decision about taking us in, but we've had
162 really strong signals that they are amenable to accepting us, including several visits from
163 COPLAC.

164
165 Jerry asked about the current thinking on adjunct faculty. Harry said we're not trying to
166 move away from adjuncts, but we have made a huge investment in full-time faculty,
167 going from 170 to 211 in the last couple of years. This is one of the areas that lead to
168 high ranking in US News and World Report. UIS has always had adjuncts and is not in
169 any campaign to reduce adjunct numbers. In fact, in some areas, such as Ed Leadership,
170 it is very appropriate to use adjuncts.

171
172 Jerry asked what Harry's feelings are about next 3-5 years. Harry replied that if we can
173 get through next year, we can be really on the upswing: “poised for greatness.” UIS has
174 accumulated recognition since promoting the idea of being recognized as being a premier
175 small public liberal arts institution. UIS has large support from the community. We have
176 a lot to be hopeful about.

177
178 In light of Harry's comment about community support, Barbara brought up the issue of
179 parking, as it involves the public (particularly in response to a recent negative Letter to
180 the Editor in the State Journal-Register) and how the policies impact online students.

181 Harry responded that could certain areas could be designated for visitor parking (for the
182 public who comes to campus for event tickets, etc.), but that wouldn't take care of tickets
183 that are given during PAC events. Kathy Dehan reported that Ed discussed at CSAC an
184 way of automatically deducting parking sticker fees from employees. Lori said Dave
185 Barrows also has an idea about deduction. There are also parking issues/problems for
186 some people who carpool, bike, etc. There was a lot of discussion, including the
187 possibility of convening a parking issue committee. Harry took notes.

188
189 We thanked Harry for his attendance and candid comments. Harry left about 10:55

190

191 Committee Updates
192 CRC - Dick Schuldt
193 Dick noted that the supervisor survey has been mailed out.
194 Reporting on the Health Services issue from last meeting, Dick said that within ½ hour of
195 our last meeting, Ed emailed Dick and Jerry to say that charges would not be assessed at
196 this time. Ed also communicated that to HS.
197 CRC met and talked about the list of topics that had been brought to CRC. The list will
198 be forward to Deb Koua & Barbara Cass for use with the Grievance Committee
199 A new policy for Student Affairs division says first year APs & Civil Service staff cannot
200 take courses nor teach during work hours. This is an issue that relates to non-monetary
201 compensation in that it sets a form of non-monetary compensation that is different from
202 those in other divisions.
203 Also, it was noted that the next hearing of Karla Carwile's lawsuit is public. The
204 question was raised if a member of APAC should be there, as Karla first came to APAC.
205 Further, APAC is interested and observant and curious as to how the case might impact
206 APs. Discussion is that perhaps APAC should not have someone in official capacity at
207 the hearing. Also, there is concern that there might be retribution if anyone shows up.
208
209 Grievance Committee – Barbara Cass
210 APAC is planning an open meeting on Wednesday, October 29 from 3:30 – 4:30 in PAC
211 C/D to solicit comments and suggestions from APs on the grievance process. If APs
212 have concerns but want anonymity, they can contact Barbara, Deb, Tammy, Dick or
213 Jerry.
214
215 APAC Website - No report
216
217 CSAC - Kathy Dehan
218 The Scholarship Auction will be held February 25, 2009.
219 There may be a baking contest on November 4.
220 Someone is going to start working on the CSAC website.
221 Regarding SURS and the Constitutional Convention: Opening up the Constitution could
222 lead to opening up the pension system.
223
224 Professional Development – Barbara Cass
225 Forty applications were received with a total request of \$36, 428. 27 awards were made
226 for a total of \$22,015. Approximately \$8,000 remains for the second round of funding,
227 which should occur soon after the first of the year.
228
229 Holiday party
230 My apologies: I have no notes about the Holiday Party
231
232 Campus Senate – Lori Giordano
233 The September 26 Campus Senate meeting:
234 The Global Campus was the main topic at Senates' Conference. A further topic was the
235 concern that salaries not keeping up with cost of living. It was decided that a group of
236 faculty would convene to develop a formal ethics statement. Since then, though,
237 President White came out with a statement.
238 The SGA had concerns about ethics code.

239 The Grad Council will meet every week to address backlog of issues. They will look at
240 the quality of grad education.
241 Resolution 38-5 passed, creating the UIS Center for Online Learning, Research, and
242 Services (COLRS).
243 The establishment of an Experiential & Service Learning Institution was tabled, as Elaine
244 Rundle-Schwark and Kathie Guthrie are leaving, and faculty are concerned that they
245 would have to do work over and above their current duties.
246 Courses in the CBM are dropping from 4 hours to 3 hours.
247 The Global Campus is not meeting expectations. President White had several
248 suggestions he will be taking to BOT for approval. The most likely one will be creating a
249 separate campus with its own accreditation. The Senate thought there should be other
250 options, such as dissolution of GC. The Senate also supports the GC using UIS as a
251 model for online education.
252
253 The October 10 Campus Senate meeting:
254 Chancellor Ringeisen discussed the budget shortfall.
255 The Global Campus taskforce met and is preparing a document and will bring to Senate
256 for approval so that it can be presented to the Board of Trustees at its November meeting.
257 An outside search firm will be used for the CLAS dean search.
258 SGA going to do a transportation survey and take a safety walk with campus police.
259 SGA is also reviewing student fees.
260 Pat Langley thinks the other two campuses will go along with creation of the Global
261 Campus as the 4th campus. If the Board of Trustees approves the 4th campus, there will
262 be serious consequences, as that isn't what was originally agreed to.
263 The Graduate Council wrote a letter in support of COPLAC membership. The
264 Undergraduate Council is in the process of doing the same. There was much discussion
265 about COPLAC, with the thought that if UIS does become a member of COPLAC, there
266 should be an institutional commitment to add programs such as music, theatre, and the
267 like.
268 The first reading of Resolution 38-10 was introduced, which is to create the UIS Center
269 for Business and Regulation.
270
271 Other Business
272 Natalie had a person contact her about salary equity issue wanting advice about what to
273 do as their supervisor won't submit a request for salary equity. Jerry suggested employee
274 make an appointment with CRC. Dick suggested going to that supervisor's supervisor.
275 Natalie said, though, that the AP is afraid of repercussions by going over immediate
276 supervisor's head.
277
278 Clay moved and Lori seconded to adjourn. Meeting adjourned at 11:28 a.m.
279
280 Next meeting: Thursday, November 13, 2008, Brookens 204 D