1. Call to Order – meeting began at 9:04 AM in Brookens 204 D
   b. Visitors and guests included Kathy Dehen (CSAC Rep to APAC), Aaron Shures, Provost Harry Berman and Chancellor Richard Ringeisen.
2. Approval of Agenda
   a. Motion to approve by Lori and 2nd by Natalie
   b. Motion passed
3. Approval of Minutes
   a. Modification to 9/11/08 minutes included adding “parking situation” to line 178 and deletion of “according to Wes” on line 54. Additional minor changes will be submitted by Barbara to Tyler.
   b. Motion to approve by Shawn and 2nd by Lori
   c. Notion passed
4. Guests: Provost Berman; Chancellor Ringeisen
   a. Enrollment – The Chancellor informed about the larger undergraduate attendance on campus but a lower graduate student population
   b. Economy – The Chancellor spoke about the economy and how traditionally enrollment rises with optimism about economy
   c. End Year Budget Rescission – The Chancellor is preparing if there is a recession. He said about 80% of the budget is used for salaries/personnel and he and his staff are taking a look at vacation positions (and leaving them vacant) to save money. He is hopefully that we can get by without layoffs.
   d. Non-monetary compensation – The Chancellor likes and is open to the idea of non-monetary compensation
   e. Preview Day – Saturday, October 18 has a high number of people scheduled to attend with no ‘group’ sign-ups (like a specific school) but all individual sign-ups
   f. Awards for UIS – Chancellor continued with the awards and reports about UIS for online, academic, and statistics about our faculty to student ratio.
   g. Online – The Chancellor referred to the affordability of our online BBA degree and how it is under $20,000.
   h. Lori inquired about increasing cap sizes for online programs. The Chancellor said everything will be discussed. He also recommended several different programs get started online.
   i. Lori inquired about Campus Town – The Chancellor responded that hopefully a New Master Plan will be passed that will allow development of land outside the ‘ring.’ Items discussed were the development of a conference center, retail space, driving range, senior homes, etc.
j. Jerry inquired about walkway crossings—especially the one near Founders Hall—The Chancellor is working on walkways as we transition from an exclusively commuter campus to a blended campus.

k. Jerry also inquired about the Development Fund Campaign—The Chancellor said that these funds do not pay everyday bills. These funds provide scholarships, athletics, rec center—we might not have racquetball courts without donations or scoreboards. UIS also has 6 named professorships with donations.

l. Financial Stability—a discussion about ways to save money. The Chancellor stated he would be open to all ideas.
   i. Furlough days were discussed
   ii. Allow people to volunteer from 100% FTE to 80% FTE

m. Members thanked the Chancellor for approving the Upward Evaluation campus survey of their supervisors. Dick stated that about 170 evaluations have been received.

n. The Chancellor was thanked for attending and left at 9:56 AM.

5. Old Business
   a. Grievance Campus Wide Meeting on 10/29 at 3:30 PM
   b. Non-Monetary Compensation Committee
      i. Jerry reported that there will be 3 APs & 3 Civil Service employees on the committee with Dave Antoine and Jerry as ex-officio members and also Wes Weisenburn.
      ii. This committee will collect ideas, prioritize, and be a standing committee.

The following minutes are submitted by Barbara Cass:

Old Business
   Report on Executive Committee meeting with Deanie Brown
   Jerry reported that the meeting went well and it appears that Deanie will be a good advocate and will be available.

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

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

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

   Combining fall and anticipated spring shortfall plus anticipated traditional spring shortfall, project a 2.2 mil shortfall on 50% of budget that comes from tuition. Have some reserve funds and unspent scholarship funds, also gen ed expansion that allows to go into deficit to certain expect, but still need to pull in from units—everybody is contributing. Right before economic crisis, close to meeting shortfall, but general state
and country shortfall could now be problematic. The magnitude of potential shortfall cannot be covered by what is set aside. Harry acknowledged that sitting here, right now, he doesn’t know how we will deal with rescission.

Jerry asked how confident Harry feels about potential enrollments. Harry said we’d experienced about $500 thousand shortfall in FA’08. There is a projected $800 thousand shortfall for SP’09, which is more than 1 ½ times of fall – considerably above traditional shortfall, but the big questions is what is going to be impact of economic crisis and how it will impact people’s ability and desire to go to school, particularly our graduate students.

UIS has a good cushion, but the question is, will it be enough?

Jerry asked Harry to talk about salary equity. Harry reported that this year there was about ½ the money that was available for the previous 2 years. All recommendations filtered to Ed Wojcicki and Harry. There were 37 recommendations. The emphasis was on equity situations; this is not a merit program. This year’s efforts resulted in 25 salary adjustments ranging in raises from approximately $224 to $2834. Most adjustments were less than recommended because the pool of money was not great enough. As for distribution: Academic Affairs got the bulk, about $19,000. Student Affairs received about $7000. The balance went to other APs & open range civil service employees.

Dick asked if there are some APs that are not eligible for salary equity because of their source of funds. Harry acknowledges that there are some employees, such as in Housing, who aren’t part of this; Chris Miller handled those exceptions.

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

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

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

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

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

In response to Jerry’s question, Harry noted the original GC plan would have shared profits with partnering campus/program/college. But the GC would have had to recover expenses before any sharing would occur. In the new proposed fourth campus GC, money will go to employees of GC. Harry sees that it could be problematic for those who might work for GC in addition to their work at UIS. It’s not unprecedented to have
arrangements for those who work above 100%, but Harry is concerned about loading faculty and staff with GC overloads.

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

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

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

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

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

In light of Harry’s comment about community support, Barbara brought up the issue of parking, as it involves the public (particularly in response to a recent negative Letter to the Editor in the State Journal-Register) and how the policies impact online students. Harry responded that could certain areas could be designated for visitor parking (for the public who comes to campus for event tickets, etc.), but that wouldn’t take care of tickets that are given during PAC events. Kathy Dehan reported that Ed discussed at CSAC an way of automatically deducting parking sticker fees from employees. Lori said Dave Barrows also has an idea about deduction. There are also parking issues/problems for some people who carpool, bike, etc. There was a lot of discussion, including the possibility of convening a parking issue committee. Harry took notes.

We thanked Harry for his attendance and candid comments. Harry left about 10:55
Committee Updates

CRC - Dick Schuldt

Dick noted that the supervisor survey has been mailed out.

Reporting on the Health Services issue from last meeting, Dick said that within ½ hour of our last meeting, Ed emailed Dick and Jerry to say that charges would not be assessed at this time. Ed also communicated that to HS.

CRC met and talked about the list of topics that had been brought to CRC. The list will be forward to Deb Koua & Barbara Cass for use with the Grievance Committee.

A new policy for Student Affairs division says first year APs & Civil Service staff cannot take courses nor teach during work hours. This is an issue that relates to non-monetary compensation in that it sets a form of non-monetary compensation that is different from those in other divisions.

Also, it was noted that the next hearing of Karla Carwile’s lawsuit is public. The question was raised if a member of APAC should be there, as Karla first came to APAC. Further, APAC is interested and observant and curious as to how the case might impact APs. Discussion is that perhaps APAC should not have someone in official capacity at the hearing. Also, there is concern that there might be retribution if anyone shows up.

Grievance Committee – Barbara Cass

APAC is planning an open meeting on Wednesday, October 29 from 3:30 – 4:30 in PAC C/D to solicit comments and suggestions from APs on the grievance process. If APs have concerns but want anonymity, they can contact Barbara, Deb, Tammy, Dick or Jerry.

APAC Website - No report

CSAC - Kathy Dehan

The Scholarship Auction will be held February 25, 2009.

There may be a baking contest on November 4.

Regarding SURS and the Constitutional Convention: Opening up the Constitution could lead to opening up the pension system.

Professional Development – Barbara Cass

Forty applications were received with a total request of $36,428. 27 awards were made for a total of $22,015. Approximately $8,000 remains for the second round of funding, which should occur soon after the first of the year.

Holiday party

My apologies: I have no notes about the Holiday Party

Campus Senate – Lori Giordano

The September 26 Campus Senate meeting:

The Global Campus was the main topic at Senates’ Conference. A further topic was the concern that salaries not keeping up with cost of living. It was decided that a group of faculty would convene to develop a formal ethics statement. Since then, though, President White came out with a statement.

The SGA had concerns about ethics code.
The Grad Council will meet every week to address backlog of issues. They will look at the quality of grad education.

Resolution 38-5 passed, creating the UIS Center for Online Learning, Research, and Services (COLRS).

The establishment of an Experiential & Service Learning Institution was tabled, as Elaine Rundle-Schwark and Kathie Guthrie are leaving, and faculty are concerned that they would have to do work over and above their current duties.

Courses in the CBM are dropping from 4 hours to 3 hours.

The Global Campus is not meeting expectations. President White had several suggestions he will be taking to BOT for approval. The most likely one will be creating a separate campus with its own accreditation. The Senate thought there should be other options, such as dissolution of GC. The Senate also supports the GC using UIS as a model for online education.

The October 10 Campus Senate meeting:

Chancellor Ringeisen discussed the budget shortfall.

The Global Campus taskforce met and is preparing a document and will bring to Senate for approval so that it can be presented to the Board of Trustees at its November meeting.

An outside search firm will be used for the CLAS dean search.

SGA going to do a transportation survey and take a safety walk with campus police.

SGA is also reviewing student fees.

Pat Langley thinks the other two campuses will go along with creation of the Global Campus as the 4th campus. If the Board of Trustees approves the 4th campus, there will be serious consequences, as that isn’t what was originally agreed to.

The Graduate Council wrote a letter in support of COPLAC membership. The Undergraduate Council is in the process of doing the same. There was much discussion about COPLAC, with the thought that if UIS does become a member of COPLAC, there should be an institutional commitment to add programs such as music, theatre, and the like.

The first reading of Resolution 38-10 was introduced, which is to create the UIS Center for Business and Regulation.

Other Business

Natalie had a person contact her about salary equity issue wanting advice about what to do as their supervisor won’t submit a request for salary equity. Jerry suggested employee make an appointment with CRC. Dick suggested going to that supervisor’s supervisor.

Natalie said, though, that the AP is afraid of repercussions by going over immediate supervisor’s head.

Clay moved and Lori seconded to adjourn. Meeting adjourned at 11:28 a.m.

Next meeting: Thursday, November 13, 2008, Brookens 204 D