

MINUTES¹
UNIVERSITY SENATES CONFERENCE

DATE: Monday, August 30, 2010

PLACE: I Hotel and Conference Center, Champaign

PRESENT: Andersen, Campbell, Chambers (Vice Chair), Eisenhart, Finnerty, Francis, Gibori, Koronkowski, Massat, O'Brien, Patston, Ramsey, Struble, Ting, Tolliver, Weech, Wheeler (Chair)

ABSENT: Burbules, Fadavi, Martin

GUESTS: Kristine Campbell, Michael Hites, Michael Hogan, Melanie Loots, Mrinalini Rao, Alex Scheeline, Lisa Troyer

Professor Matthew Wheeler, Chair, called the University Senates Conference to order at 10:05 a.m.

I. Executive Session

President Hogan commented on shared governance and his relationship with the Senates Conference. He said that he looked forward to a long and fruitful relationship.

President Hogan recognized that there have been efforts to get some relief from regulations that are time consuming and expensive. He said that the state has given the University less money while increasing regulations, such as for procurement. The President thought it would be worthwhile to get a group together to work through the regulations and put together a single voice. Professor Wheeler commented on ways these regulatory burdens affect the faculty's ability to compete in research. Professor Andersen said that Planning and Budgeting might have materials from an IBHE study that was done on this topic.

President Hogan said that the Administrative Review and Restructuring report that was issued late in the spring has some areas that are more definitive than others. Implementation can begin on the initiatives with general consensus. Vice President Ghosh is leading the steering committee, which also includes Professor Wheeler, the president, the chancellors, and Dr. Ikenberry. The steering committee will establish subcommittees to look more closely at the various proposals. An estimated \$60M in savings could result from implementing the recommendations in the report. The President is asking the chancellors to implement their own ARR, which should identify academic priorities. The Urbana campus is already doing this with its Stewarding Excellence initiative. The University must plan for a 10% budget cut from the state. The University is still owed \$120M-130M from the state for FY10 and will probably not see any FY11 funds until spring.

¹Subject to approval at the University Senates Conference meeting of September 22, 2010

President Hogan said that there has always been “one University.” This is represented in organizational charts and the bylaws. Each campus has a somewhat different mission and purpose. Many things are similar and each campus has core undergraduate programs. Over the years of abundance, the University tended to build more than what was needed and more than what we can now afford. The University needs to do what it can to streamline, consolidate, and conserve resources without impeding the missions of the campuses. Also, there are many instances where one voice is needed for the University.

President Hogan discussed his ideas for streamlining administration. The Conference requested that the President send something in writing in regards to the proposed changes. The group also discussed the format of the executive sessions of Senates Conference meetings.

II. Guests

Kristine Campbell, Assistant Vice President for Academic Affairs; Michael Hites, Associate Vice President, AITS; Melanie Loots, Associate Vice Chancellor for Research; Alex Scheeline, Professor of Chemistry; and Vice President Rao met with the Conference to discuss the revised Policy on Conflicts of Interest and Commitment.

Ms. Campbell commented that reporting and management of conflicts of interest and commitment is growing in complexity and oversight from state and federal levels, so it is important for the University of Illinois to have a sound policy and procedures in place. The policy being proposed is designed to meet these challenges.

Ms. Campbell said that the policy currently in place was adopted in 1988, amended in March 1996, and further reviewed without any changes in 1998. The policy was revised in 2007, but the changes were not formally adopted. The Office of the Vice President for Academic Affairs convened a group to review the policy and recommendations were presented to the Board of Trustees in November 2008. Meanwhile, the internal auditors conducted a review of the policy and issued a report in June 2009. Vice President Rao convened a group of committees to do a comprehensive review of the policy and propose revisions. A target date of July 1, 2011 has been set for final implementation.

Vice President Rao convened the committee in 2009. Two subcommittees were formed, one to examine the policy and a technology group to work on implementation of an electronic data collection system. Both committees had faculty representation. A third committee that will coordinate training will be formed at a later time.

Dr. Loots said that the basic policy is still the same. The previous policy had no connection to procurement policy, which is often where conflicts of interest occur. Sanctions are addressed in the current version. Dr. Scheeline hoped that the senates would avoid wordsmithing. Careful consideration went into the structure and content of the policy revisions.

Dr. Hites said that the technology committee's goal is to get a product in place that is easy for faculty to use and will assist in ensuring that the University is in compliance with rules and regulations. Dr. Scheeline said that doing the reporting online makes it easier for faculty because information can be retained from one year to the next and it is plausible to make changes mid-year. Dr. Rao commented that the information submitted by faculty with multiple reporting lines can be routed to each unit. Professor O'Brien expressed concern that there might be more FOIA requests if the information is available electronically. Dr. Hites responded that all information is subject to FOIA now. Information has to be gone through and redactions have to be made. Data could be given without having to fish through forms. Dr. Loots said that confidentiality is addressed in the policy.

Professor Wheeler thanked the group for meeting with the Senates Conference. Conference members discussed the process of transmitting the policy to the senates.

III. Approval of University Senates Conference Minutes of June 22, 2010
Approval of University Senates Conference Organizational Minutes of June 22, 2010

The minutes were approved as written.

Explanation of File Numbers

ST - University of Illinois *Statutes*

GR - *The General Rules Concerning University Organization and Procedure*

BG - University Administration Budget and Benefits Study Committee

NC - Nominating Committee

OT - All other items

IV. Old Business – Action Items

There were no action items.

V. New Business

The Senates Conference members discussed the changes to University Administration that were proposed by President Hogan.

Professor Andersen made a motion to endorse the concept of not pursuing the Executive Vice President position that was approved by the Board and to change the title of one University Officer as proposed by the President. He added that the Conference should communicate this to the President and also let him know that the Conference wants to continue dialogue on the other positions. Professor Chambers seconded the motion. The motion passed by voice vote with one opposing vote.

The Senates Conference addressed items 1 through 4 on the agenda, and then suspended the rest of the agenda in order to further discuss the proposed changes to administrative positions.

Professor Andersen suggested that the Senates Conference Executive Committee look at the information that is to be sent by the President and decide whether to request additional information before sending it on to the senates. The group decided that the information should be sent to all USC members. Professor Andersen said that it would also be important for the Conference to make recommendations to the President after the senates have responded. Professor Chambers thought that the President's request for USC to consider the changes should also include a rationale for why the positions need to be changed. Professor Ting hoped that the President's proposal would be sent to the senates as soon as possible. Professor Andersen said that the Conference may want to delineate some important points for the senates to consider rather than make a recommendation that the proposed changes be approved or not approved.

1. Designation of Observer of Board of Trustees Meeting:

Thursday, September 23, 2010, Urbana

Joseph Finnerty

2. ST-73. Appointment of 2010-11 Statutes Committee.

The Committee was appointed. The 2010-11 members are Kenneth Andersen, Kathryn Eisenhart, Joseph Finnerty, Michael Koronkowski, and Carol Massat.

3. OT-264. Appointment of USC members to serve on various committees: Academic Affairs Management Team; External Relations Management Team; Technology and Economic Development Cabinet; University Technology Management Team.

| | <u>2009-10</u> | <u>2010-11</u> |
|--------------|--|---|
| AAMT*: | Kathryn Eisenhart Elliot Kaufman Matthew Wheeler | Donald Chambers Kathryn Eisenhart Matthew Wheeler |
| ERMT: | Nancy O'Brien | Nancy O'Brien |
| TED Cabinet: | Donald Chambers Matthew Wheeler | Donald Chambers Matthew Wheeler |
| UTMT: | Roy Campbell | Roy Campbell |

*Members are the USC chair, vice chair, and past chair

VI. Old Business – Information and Discussion Items

4. OT-167. Faculty Representation to the Board of Trustees. UIUC Resolution 9/27/99. UIS Resolution 11/5/99. UIC resolution 12/2/99. USC Resolution to Senates 2/3/00. Endorsed by UIS 2/18/00. Endorsed by UIC 3/9/00. Endorsed by UIUC 4/24/00. Transmitted to the President 6/30/00. Transmitted to the Board 7/6/00. Letter from Trustee Eppley institutionalizing process for meetings with Chair of BoT Academic Affairs Committee and senate observers 12/1/04. Letter to Ikenberry 12/10/09.

Professor Tolliver said that she would be giving the Urbana-Champaign Senate report to the Board at its September 23 meeting. She also mentioned that Professor Burbules would be giving a report on behalf of the online education committee at the meeting. Professor Wheeler said that he was asked to talk about the Big 10 Conference at the Board meeting.

5. OT-259. Conflict of Commitment and Interest Policy.

(This item was discussed with the guests.)

6. OT-263. 2010 USC Annual Retreat.

No new information.

7. ST-66. Proposed Revisions to the *Statutes*, Article VIII – Changes in Academic Organization. Passed UIUC Senate 4/24/06. Transmitted to Senates 7/10/06. Passed UIC Senate 3/15/07. Passed UIS Senate 9/26/08. Revised document transmitted to Senates 1/16/09. Passed UIS Senate 2/13/09. Passed UIC Senate 4/23/09. Passed UIUC Senate 4/27/09. Transmitted to President 5/7/09. Passed UIUC Senate with revisions 3/29/10. Transmitted to UIC and UIS Senates 4/9/10. Endorsed UIS Senate 4/23/10.

No new information.

8. GR-43. Proposed Revisions to the *General Rules Concerning University Organization and Procedure*, Article I, Section 2, b-f.

No new information.

9. OT-211. Process for Selecting Board of Trustees Members.

No new information.

10. OT-223. Annual Review of the Vice Presidents.

No new information.

11. OT-260. University Information Security Policy.

No new information.

12. OT-261. Short-Term and Long-Term Budget Planning.

No new information.

13. OT-262. Accelerated Degree Program.

No new information.

14. ST-72. Consideration of the language in the *Statutes*, Article X, Section 2 (Academic Freedom).

No new information

15. OT-123. Discussion of University Senates Conference guests.

No new information.

16. Campus Updates.

No new information.

17. OT-142. Updates on the Management Teams: Academic Affairs; External Relations; Technology and Economic Development Cabinet; University Technology.

No new information.

18. Report of Observer of Board of Trustees Meeting:

Thursday, July 22, 2010, Chicago

Carol Massat

19. Review of Pending Items on the Agenda Addendum.

No new information.

VII. Adjournment

The meeting adjourned at 2:55 p.m.

Pending USC Items
August 30, 2010

GR-41. Review of language in *The General Rules*, Article V, Section 3 – Private Use of University Property Forbidden.

The Conference has considered whether *The General Rules* should be revised to allow for guidelines to be established that reflect common practices of using University property, such as telephones and computers, for reasonable personal use.

OT-202. Review of the *University Senates Conference Organization and Functions*.

The document was last updated in May 2008. The Conference has discussed the possibility of clarifying such items as terms of retirees, succession planning, and inviting the senate chairs to attend meetings if they are not a member of USC.

OT-219. Future USC Meeting Dates.

Several years ago, the Conference decided to have a three-year meeting schedule. Often, many dates were changed and the Conference decided it was best to determine dates year-to-year.

OT-231. Shared Governance Issues.

The Conference created a document titled *USC Faculty Perspective on Shared Governance at the University of Illinois*, which is dated September 26, 2006. The document was shared with the President with the request that he share the document with the members of the Board of Trustees.

OT-232. Interactions with Legislators.

The Conference was regularly meeting with legislators or other government officials up until a couple of years ago.

OT-239. Senate Joint Resolution – IBHE master plan for Illinois Higher Education.

The Conference received the IBHE document in June 2007.

OT-247. USC Budget.

The Conference reviewed its spending in an attempt to reduce costs. Changes that were made: at least one videoconference is scheduled each year; having a dinner the night before a USC meeting at each campus once a year has been eliminated, although special dinners are occasionally held; and the cost of the retreat was scaled back in 2009. Also, members were asked to carpool and avoid overnight stays when possible.

OT-248. Intellectual Property Issues.

After the Intellectual Property section of *The General Rules* was revised in September 2009, some Conference members felt that there were additional issues that needed to be addressed, such as what constitutes usual and customary resources that are provided.

OT-249. Exit Interviews.

The Conference obtained information from each campus in regards to its exit interview process. The Conference believed that a comprehensive exit interview and/or exit survey process could be beneficial to better understand why faculty are successfully being recruited by other institutions.

OT-252. Vendor Code of Conduct.

The Conference intended to discuss this item with Vice President Knorr. The code has been viewed as being unenforceable.

OT-253. Program Review Process Collaboration among the Campuses.

The Conference questioned whether the classification of senate minutes practice was viewing educational policy items late in the process. Members wondered if there should be more collaboration among the campuses as programs are being developed.

OT-256. Positive Time Reporting.

There have been discussions in regards to positive time reporting for faculty and the difficulties/consequences that could occur.

OT-257. Role of the Board of Trustees and the Faculty in University Governance.

This item was created when major changes were made to the Board of Trustees this past fall. The Conference considered asking the Board to hold a shared governance session in conjunction with a Board meeting.