

MINUTES¹
UNIVERSITY SENATES CONFERENCE

DATE: Tuesday, November 30, 2010

PLACE: Public Affairs Center, Room C, UIS

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

ABSENT: Fadavi, Gibori

GUESTS: Leslie Arvan, Elyne Cole, Michael Hogan, Sandy Jones, Sharon Reynolds, Lisa Troyer

*Participated by phone

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

I. Executive Session

President Hogan provided an update on the various RAMP vacancies and his plans for interim and permanent appointments for the Vice President for Health Affairs and the Vice President for Research. He commented that RAMP numbers have remained steady but there has been growth in the number of middle-to-upper administrative positions. The Conference requested faculty participation when appropriate.

President Hogan said that the role of the chancellors has not changed. Each chancellor has been assigned a cross-campus initiative. He does not intend to change the strategic planning processes that are underway at the campuses. However, he does want to ensure that the campuses are using data-driven processes that are quantifiable and result in best practices. The President added that not all decisions should be data driven, but that is a good place to start.

President Hogan commented that most academic units are on a cycle of review, which usually includes outside review and benchmarks against similar units. He discussed non-resident student numbers, the transfer student population, and the possibility of making it easier for U of I students to transfer between campuses.

President Hogan said that he plans to bring in people from outside to look at the University's enrollment management and fundraising.

¹Subject to approval at the University Senates Conference meeting of January 26, 2011

President Hogan is hopeful that the University will get regulatory relief from some of the burdensome processes that are in place. New state procurement rules will be suffocating.

President Hogan briefly discussed positive time reporting, which is required by University employees. He noted that he has endorsed the Dream Act.

Professor Wheeler mentioned that USC will be considering the proposed restructuring of Human Resources and Admissions. President Hogan thought that it would be February before any action is taken on these issues.

II. Approval of University Senates Conference Minutes of October 26, 2010

Professor Ting requested that her statement in the last paragraph on page three about morale be revised to state that this was due to the furlough year. It was noted that on page one, third paragraph, “respectively” should be “respectfully”. Professor Burbules made a change to the wording on page six, regarding the loss of potential candidates. The minutes were approved as revised.

Approval of University Senates Conference Minutes of November 11, 2010

On page two, fourth paragraph, first sentence, the word “forth” should be “fourth”. Professor Francis said that his name was misspelled in the last sentence on page one. The minutes were approved as revised.

III. Classification of Senate Minutes

Class I:	Matters of policy affecting one campus only. Item is sent to the President and Board of Trustees for action.
Class II:	Matters affecting more than one campus. Item is sent to Senate(s) for action, then to President and Board of Trustees. At the time of this classification, the Conference member will file with the recording secretary an accurate final copy of the Senate action.
Class III:	Amendments to the <i>University of Illinois Statutes</i> . Procedure is the same as with Class II items. At the time of reporting this classification, the Conference member will file with the recording secretary an accurate final copy of the Senate action.
Class N:	This designation requires no USC action, but alerts one or more Senates to an item of interest from the originating Senate. The "N" is preceded by and followed by a lower case letter(s); c = Chicago; s = Springfield; u = Urbana-Champaign; usc = University Senates Conference. Example: "cNs,u" means that a matter has come up in the Chicago Senate, which may be of interest to Springfield and Urbana-Champaign.

Professor Tolliver moved approval of the Classification of Senate Minutes. The motion was seconded, voted on, and approved.

A. The following items were classified I by the University Senates Conference:

1. University of Illinois at Chicago, October 28, 2010

PR-11.04 Revision of the Master of Science in Kinesiology

PR-11.05 I) Renaming of the *Master of Arts in French as the Master of Arts in French and Francophone Studies*;
II) Renaming of the *Major in French as the Major in French and Francophone Studies*, Bachelor of Arts in Liberal Arts and Sciences and the *Minor in French as the Minor in French and Francophone Studies*;
III) Replacement of the Minor in the Teaching of French with an Endorsement in the Teaching of French

PR-11.06 Revision of the Minor in Asian Studies

2. University of Illinois at Urbana-Champaign, November 8, 2010

EP.11.02 Proposal from the College of LAS to Establish New Minors: Integrative Biology; Conservation Biology

EP.11.03 Proposal from the College of ACES to rename the undergraduate minor in Quantitative Methods in Natural Resources and Environmental Sciences (NRES) as the Spatial and Quantitative Methods in NRES

EP.11.06 Proposal from the College of Engineering to establish the Customized Concentration in the B.S. in Materials Science and Engineering

EP.11.07 Proposal from the College of ACES to establish a Minor in Natural Resource Conservation

EP.11.09 Proposal from the College of ACES to establish the Agricultural Leadership and Science Education (ALSE) Program

EP.11.10 Proposal from the College of ACES to establish the B.S. in Agricultural Leadership and Science Education

EP.11.12 Proposal from the Graduate College to Establish a Graduate Minor in Gender Relations in International Development (GRID)

3. University of Illinois at Chicago, December 2, 2010

PR-11.07 Revision of the Master of Arts in Art History

PR-11.08 Establish a New Undergraduate Course Subject (Rubric): PUBH
(Public Health)PR-11.09 Revise and Rename the Minor in Italian as the Minor in Italian and
Italian American Studies, and Add text Describing the Endorsement
in the Teaching of ItalianCP-11.01 Establish a Public Health Geographic Information Systems Campus
Certificate

CP-11.02 Revise the Methods for Clinical Research Campus Certificate

B. The following items were classified II by the University Senates Conference:

4. University of Illinois at Urbana-Champaign, November 8, 2010

GP.11.02 Conflict of Interest and Commitment Policy

C. The following items were classified III by the University Senates Conference:

5. University of Illinois at Urbana-Champaign, November 8, 2010SP.11.04 Proposed Amendments to the *Statutes* and the *General Rules*

D. The following item was classified N by the University Senates Conference:

6. University of Illinois at Springfield, October 22, 2010

R40-10 Revision of Procedures for Reappointment Review

R40-12 Policy on Definition and Criteria for Graduate Level Certificates at
UIS7. University of Illinois at Chicago, October 28, 2010

Approved Motion to Postpone Board of Trustees Vote

Approved Motion to Proceed with Searches

Approved Letter Regarding Professor Ayers' Emeritus Appointment

8. University of Illinois at Springfield, November 19, 2010

R40-13 Amendments to the UIS Campus Senate Bylaws – Creation of Committee on Academic Freedom and Tenure as a Standing Committee

During lunch, Professors Struble and Ting gave short presentations about themselves and their careers.

IV. Guests

Elyne Cole, Associate Provost for Human Resources, Leslie Arvan, Associate Director for Human Resources, Sandy Jones, Associate Director for Academic Human Resources, and Sharon Reynolds, Associate Director for Academic Human Resources, met with the University Senates Conference.

Ms. Cole reviewed the progression of events that has occurred since the Administrative Review and Restructuring (ARR) report was issued. The report contained an area that dealt specifically with Human Resources (HR) issues. Implementation teams were formed based on the various areas of the ARR report. The President charged the HR implementation team, of which she is a member, on November 1.

Professor Wheeler discussed proposed changes to Human Resources that came out of the ARR report compared to subsequent activities. He commented that the ARR report, the ARR Steering Committee letter to the HR implementation team, and the HR implementation team chair's letter to the HR implementation team contain differences. The letter from the chair of the HR implementation team suggests the creation of an integrated university-wide organization that goes beyond what was in the ARR report. Further, the proposed guidelines in the letter also call for University Administration to have a role in faculty promotion and tenure. These issues need to be clarified.

Ms. Cole described the work force of the three campuses and UA and provided the FTE numbers (or headcount when noted) for faculty, administrative/administrative professionals, civil service support staff, and graduate assistant employees. She then described the former HR reporting structure in which HR was centralized under University Administration from the late 1990s until 2006. During that time, the campus offices still reported to the chancellors. Union activities were done by each campus.

There were disadvantages to the centralized system. There became a disconnect between the policy side and the processing side and additional layers of decision-making were created. The consistencies in policies did not necessarily provide for the differences in the campuses or meet individual needs. In 2005, the chancellors asked President White to return the HR offices to the campuses based on the rationale that service organizations are most responsive to customers when they are organizationally close to those customers for whom they provide the service. President White agreed and returned the HR offices to the campuses in 2006. An HR office remains that serves University Administration

employees and has responsibility for state and federal policy compliance for the entire University. The campuses are responsible for all policy activities and processing relative to employment. The campus HR offices sometimes share ideas and work together to solve problems.

Ms. Cole said that the primary focus of the HR subcommittee as reflected in the ARR report was the recommendation that a senior official be charged with the responsibility of creating a university-wide human capital strategy. The person in this position would work in a coordinating and facilitating role with the chancellors, provosts, and other HR offices. The HR subcommittee also recommended the establishment of shared service centers, the development of a human capital strategy for academic professionals, and employee benefit changes. The final report also included recommendations for regulatory relief.

USC members were concerned that the language in public proposals, such as the ARR report, have consistently used terms such as coordinating, facilitating, and collaborating to describe the role of a university-wide HR operation, while subsequent implementation documents are suggesting a fundamental reorganization that would create a centralized office which directs campus activities.

A USC subgroup of the following members was formed to look at HR issues: Nicholas Burbules, John Martin, Carol Massat, Tih-Fen Ting, and Joyce Tolliver.

The Conference decided to send a letter to the President expressing its concerns about proposed HR changes and asking that the Board postpone action until there is more discussion.

V. Guest

Vice President Rao discussed the diversity activities that have been initiated by her office. There have been cross-campus conversations on diversity. A task force met over the course of a year to share best practices. Since 2009, there have been three diversity summits. A diversity briefing document was prepared in the fall and a presentation was given to the Board of Trustees. The President would like for the chancellors to be more actively engaged in diversity activities. A committee with a definite charge, as opposed to a task force, will be created and the VPAA office has assumed ownership.

The VPAA Office has been giving various presentations to the Academic and Student Affairs Committee of the Board. Past and upcoming topics include promotion and tenure, determining our prospective students, and admissions reforms. Vice President Rao is also initiating discussions on exit interviews, cross-campus enrollment management, and a common policy for course fee guidelines.

Vice President Rao thanked USC for its role in moving the proposed Policy on Conflicts of Commitment and Interest through the approval process in a timely manner.

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

VI. Old Business – Action Items

1. OT-259. Conflict of Commitment and Interest Policy. Passed UIC Senates 9/30/10. Passed UIS Senate 10/8/10. Passed UIUC Senate 11/8/10.

The Conference decided to transmit the revised policy, which had been approved by all three senates, to Vice President Rao with recommendation for approval.

2. 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. Passed UIC Senate 9/30/10.

Professor O'Brien moved to transmit the proposed statutory changes to the President. The motion was seconded, voted on, and approved.

VII. New Business

3. Designation of Observer of Board of Trustees Meeting:

Thursday, January 20, 2011, Chicago

Michael Koronkowski

VIII. Old Business – Information and Discussion Items

4. ST-75/GR-44. Proposed Revisions to the *Statutes* and *General Rules* – Administrative Reorganization.

The Conference discussed wording for a letter to be sent to President Hogan regarding implementation of some of the recommendations in the ARR report, particularly changes to Human Resources. The Conference decided to ask in the letter that the President meet with USC at his earliest convenience to discuss these issues.

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

Professor Tolliver reported that the UIUC Senate would have a second reading on December 6.

6. OT-265. Academy on Capitalism and Limited Government Foundation.

No new information.

7. OT-266. University Senates Conference Subcommittees Structure.

The Conference decided to consider other possibilities for the USC subcommittee structure. Instead of aligning USC subcommittees with committees of the Board of Trustees, the Conference may want to consider aligning its subcommittees to correspond with the various vice presidents.

8. 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.

No new information.

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

No new information.

10. OT-260. University Information Security Policy.

No new information.

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

The Conference discussed possible guests for future meetings.

12. Campus Updates.

Professor Tolliver provided an update on the process for selecting the committee to assist in the selection of a new chancellor. Professor Ting commented that the UIS Senate is establishing an Academic Freedom and Tenure Committee.

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

14. Report of Observer of Board of Trustees Meeting:

Thursday, November 18, 2010, Chicago

Carol Massat

15. Review of Pending Items on the Agenda Addendum.

No new information.

IX. Adjournment

The meeting adjourned at 4:15 p.m.

Pending USC Items
November 30, 2010

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

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

OT-223. Annual Review of the Vice Presidents.

OT-231. Shared Governance Issues.

OT-232. Interactions with Legislators.

OT-247. USC Budget.

OT-248. Intellectual Property Issues.

OT-249. Exit Interviews.

OT-252. Vendor Code of Conduct.

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

OT-256. Positive Time Reporting.

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

OT-260. University Information Security Policy.

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

OT-262. Accelerated Degree Program.