

MINUTES<sup>1</sup>  
UNIVERSITY SENATES CONFERENCE

DATE: Friday, January 23, 2004

PLACE: Videoconference: 414 AOB, 364 HAB

PRESENT: Bodenhorn, Chambers, Finnerty, Ford, Grossman (Secretary), Gupta, B. Jones, W. Jones, Langley (Chair), Massat, O'Brien, Schacht, Strom, Weller, White, Wood, Yu

ABSENT: Herricks, Kaufman, Sisson

GUESTS: Thomas Eakman, John Loya, James Stukel

Professor Langley, Chair, called the University Senates Conference to order at 10:04 a.m.

I. Executive Session

(Text suppressed due to confidential nature of material discussed.)

II. Approval of University Senates Conference Minutes of November 19, 2003

The minutes were approved as distributed.

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.

<sup>1</sup>Subject to approval at the University Senates Conference meeting of February 20, 2004

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.

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

1. University of Illinois at Chicago, December 3, 2003

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|---|----------|---|
| I | 12/03/03 | PR-04.05, Redesignation of the Center of Health Services Research to the Institute for Health Research and Policy |
| I | 12/03/03 | PR-04.11, Revision of the Bachelor of Arts in Elementary Education  |

2. University of Illinois at Urbana-Champaign, December 8, 2003

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|---|----------|--|
| I | 12/08/03 | EP.04.08, Proposal from BUS to Establish a Minor in Business for Non-Business students                               |
| I | 12/08/03 | EP.04.11, Proposal to Discontinue the Undergraduate Consumer and Textile Marketing Major, ACES                       |
| I | 12/08/03 | EP.04.12, Guidelines for Graduate Minors   |
| I | 12/08/03 | EP.04.13, Proposal to Rename the Russian and East European Center to the Russian, East European, and Eurasian Center |
| I | 12/08/03 | EP.04.14, Revision of the Industrial Design Undergraduate Curriculum, FAA  |

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

3. University of Illinois at Springfield, December 5, 2003

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|-------|----------|--|
| sNc,u | 12/05/03 | R33-8, Resolution on Collective Bargaining |
|-------|----------|--|

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

No action items.

V. New Business

1. Designation of Future Observer of Board of Trustees Meeting:

University of Illinois at Urbana-Champaign  
Thursday, March 11, 2004

Professor B. Jones

VI. Old Business – Information and Discussion Items

2. OT-161. Non-Tenure-Track Academic Staff Appointments.

ST-47. Proposed Revisions to the *Statutes* -- Multi-Year Contracts for Full-Time Non-Tenured Faculty. Passed UIC Senate 10/27/99. Rejected UIS Senate 3/3/00. Multi-Year Contracts Task Force Charged 4/11/02.

Professor Langley said that it was important to identify the scope of the issue of non-tenure-track academic staff appointments and to determine the different categories of employees that would be affected. Professor B. Jones commented that constraints are needed because of the high growth of employees in this category. Professor Chambers said that being able to offer multi-year contracts for these employees would make the University more competitive in hiring, especially in the medical school. Professor Ford said that it would be important to have a contingency plan about funding for employees in soft-funded positions. Professor Schacht said that it was appropriate for USC to refer these issues to the campuses to decide. Professor Chambers said that it needs to be determined who would qualify for multi-year contracts. He noted that multi-year contracts are often given when retirement contracts are negotiated, so there is a precedent. Professor Grossman commented that whenever OT-161 is discussed, inevitably the issue of multi-year contracts (ST-47) becomes a predominant part of the conversation. Professor Langley said that the University is losing people without multi-year contracts because there is no job security. Professor Grossman suggested focusing on multi-year contracts first. Professor Bodenhorn asked how multi-year contracts could be separated from the issue of OT-161. Professor Schacht recommended asking the senates to consider multi-year contracts, but also make them aware of the IBHE mandate that asks universities to establish strategies for the best use of non-tenure track faculty. Professor Chambers suggested that each campus be asked to identify specific issues for multi-year contracts.

3. OT-89. Evaluation of Ability to Work. Passed UIUC Senate 2/24/97. Passed UIC Senate 4/23/98. Passed UIS Senate 9/24/99. Transmitted to Senates 10/8/02. Passed UIS Senate 10/18/02. Passed UIC Senate 12/5/02. Passed UIUC Senate 7/7/03.

Transmitted to the President 8/29/03.

Mr. Thomas Eakman joined the meeting to discuss Evaluation of Ability to Work. He noted that Mr. Thomas Bearrows, University Counsel, believes that ADA situations should be excluded from the scope of the policy. The campuses already have processes in place that are consistent with federal mandates. He said that Mr. Bearrows also believes that Workers Compensation claims should be expressly excluded from the policy, as these are covered by statutes, regulations and procedures already in place. Another concern is the inclusion of civil service staff. This group of employees already has rules worked out at the state level and with unions. Finally, substance abuse issues sometimes have to be handled within a restrictive time frame. The proposed policy would not be appropriate for addressing these issues.

Professor Ford suggested changing “campus” to “University” in the last sentence of the scope proposed by Mr. Bearrows. Mr. Eakman commented that general principles are often established at the campus level in order to address special needs.

Mr. Eakman left the meeting and the Conference continued to discuss changes to the scope proposed by Mr. Bearrows. Professor Ford said that if a disability claim were made, then the policy would stop. If it was determined that there was not a disability, then this policy would come back into place. Professor Strom suggested deleting the last sentence. Professor Schacht suggested changing “arising as claims under” to “falling under” in the first sentence of the scope. He also suggested changing “Claims arising under any of those laws” to “Such matters” in the second sentence. Professor Strom moved to revise the scope proposed by Mr. Bearrows, notify the senates of the changes, give the senates two months to respond, and then send the revised document to the President if the senates do not have further changes. The motion was seconded, voted on, and approved.

The business meeting recessed for lunch, which was followed by a discussion with Dr. John Loya, Associate Vice President for Human Resources and Associate Vice Chancellor for Health Affairs.

## VII. Guest

Dr. Loya said that he has worked in Human Resources, mostly related to health care, his entire career. When he came to the University, there were the immediate challenges of implementing the Banner human resources/payroll suite, examining the human resources operation throughout the University, and looking for opportunities for regulatory relief. He met with many people on the three campuses to gain insight. A great deal of the work on the Banner implementation had been done when he arrived. The Administrative Review task force looking at human resources issues found problems, such as a lack of strategy.

Dr. Loya discussed the University-wide Human Resources Steering Committee, which first convened in December. The group is studying many issues, such as analyzing base

costs; assessing customer satisfaction; looking at benchmarks; examining major programs and processes; considering whether outsourcing would be beneficial; looking at information technology needs for the next few years; and bringing all the issues together to determine if they make good sense for the institution at-large and for each campus.

A conference member mentioned that the consolidation of human resources a few years back has resulted in poorer services, and wondered if control would be given back to the campuses. Dr. Loya said that efforts are being made to be more responsive to the campuses. He is also working with the chancellors to review campus needs.

Dr. Loya said that opportunities for regulatory relief depend on whether policies are externally imposed, such as statute and state legislation, or internally mandated. Practices that are very bureaucratic and costly will be looked at to see if improvements can be made.

When looking at benchmarks, there are sources of data that provide some insight. Comparisons are made within higher education, but also in looking at other sectors.

Dr. Loya said that he would be giving the Board of Trustees a presentation in the near future on Human Resources activities.

Professor Langley thanked Dr. Loya for meeting with the Conference.

#### VI. Old Business – Information and Discussion Items (continued)

##### 4. OT-200. Committee Nominations and Procedures.

The Conference discussed a draft resolution from the UIUC Senate General University Policy committee concerning searches for major administrative positions. Professor Schacht moved that USC adopt the resolution and forward it to the Board of Trustees. The motion was seconded. Professor Langley added that the senates should be urged to adopt the resolution. The Conference decided to include the names of the USC members on the transmittal letter to the Board, to attach the 1991 report on searches, and to attach the make-up of the last presidential search committee. The motion was voted on and approved.

The Conference discussed the composition of the consultative committee for the next presidential search. A proposal for the make-up of the committee was agreed upon. The Conference decided that the proposal should be forwarded to the Board of Trustees.

##### 5. OT-203. Lincoln Programs at UIS.

This item was discussed with President Stukel during the Executive Session.

##### 6. OT-123. Discussion of University Senates Conference guests.

The Conference discussed possible guests to invite to future meetings. Also, the

Conference decided to hold the February meeting in Chicago, rather than have a videoconference.

7. Campus Updates.

No new information.

8. OT-142. Update on the Management Teams: Academic Affairs; Business Administration and Human Resources; External Relations; Governmental Relations; Technology and Economic Development; Governmental Relations.

Reports:

AAMT	January 6, 2004	Professors Grossman, Langley, and Strom
BAHRMT	December 4, 2003	Professor Weller
ERMT	December 11, 2003	Professor B. Jones
TEDMT	December 9, 2003	Professors Chambers and B. Jones

9. Report of Observer of Board of Trustees Meeting:

University of Illinois at Chicago  
Thursday, January 15, 2004

Professor W. Jones

10. ST-58. Review of the Statutes, Article II, Section 5 – Faculty Advisory Committee.

Professor Finnerty, Chair of the USC Statutes Committee, proposed that the campuses be asked to consider whether there are issues or local problems as a result of the wording of the statutory language that deals with the Faculty Advisory Committee. The Conference agreed to refer this item to the senates.

11. OT-193. Interim Information Security Policy. Transmitted to Senates 11/15/02.  
Passed UIUC Senate 4/28/03 (modified). Passed UIS Senate 10/10/03 (modified).

The Conference referred the UIS version of the policy to the USC Statutes Committee to reconcile the language with the current policy, which consists of language developed by the UIUC Senate.

VIII. Adjournment

The meeting adjourned at 2:35 p.m.

Pending USC Items  
January 23, 2004

ST-54. Amendment to the *Statutes*, Article IX, Section 10 – Nonreappointment of Academic Professional Staff. Passed UIUC Senate 3/19/01. Transmitted to Senates 5/18/01. Passed UIC Senate 9/28/01. Passed UIS Senate 11/30/01. Transmitted to the President 2/14/02.

ST-57. Proposed Revisions to the *Statutes*, Article II, Section 5 – Professional Advisory Committee. Passed UIUC Senate 9/30/02. Transmitted to Senates 11/15/02. Passed UIC Senate 3/27/03.

BG-10.a. Proposed Supplemental Retirement Option. Passed UIUC Senate 4/19/99. Passed UIC Senate 1/27/00. Passed UIS Senate 2/18/00.

BG-10c. Resolution on Faculty Salary and Benefits. Passed UIUC Senate 5/1/00. Passed UIS Senate 6/16/00. Passed UIC Senate 9/28/00. USC Resolution Transmitted to the President 1/11/01.

BG-14. 2003-04 University Administration Budget and Benefits Study Committee.

OT-157. Chief Illiniwek.

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.

OT-184. Committee on Vice Presidential Search Procedures, Processes for Commenting on the Reappointment of University Officers and (formerly OT-176) Periodic Vice President-Level Reviews. Periodic Vice President-Level Reviews approved by USC 11/28/00; Transmitted to the President 1/19/01. Recommended Principles to be Used in Searches for Major Administrative Positions transmitted to the President 11/14/01; President transmitted to Board of Trustees 11/27/01.

OT-185. Senate Resolutions on Benefits for Domestic Partners. Passed UIUC Senate 4/23/01; Passed UIS Senate 9/14/01. Letter of reaffirmation of USC support transmitted to the President 11/14/01. Benefits approved by the Board of Trustees 7/17/03.

OT-187. UI-Integrate/Support Services Strategy (S3) Related Issues.

OT-191. Severe Sanctions Less Than Dismissal -- Follow-up and Senate Procedures. Implementation Passed UIUC Senate 4/28/03. Implementation Passed UIS Senate 10/24/03.

OT-192. Update on the UI-Integrate Steering Committee and Faculty Advisory Committee.

OT-198. USC Retreat 2003.

OT-201. University-wide Human Resources Committee.

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