

APPROVED 11.15.2010 [3-0-1]

Indiana State University
Administrative Affairs Committee of the Faculty Senate

Minutes of 11.1.2010

Present: Rick Lotspeich; Carole Yaw; Boris Blyukher; Chris Olsen; Barbara Skinner; Ed Kinley;

1. Approval of Minutes from 10.18.2010 meeting.

Move to approve with corrections (from Yaw): Lotspeich, Blyukher (3-0-2)

2. Old Business: Faculty Budget Committee proposal.

Lotspeich provided very brief history of the proposal. A charge from Faculty Senate to the committee, taken up by SCUBA most of last year. We are reviewing the final version (dated 5.6.2010).

Two motions from Lotspeich re. the SCUBA report.

Motion 1: To complete its work on a charge made in August 2009, the Administrative Affairs Committee will forward to the Senate Executive Committee the proposed plan for a University Financial Affairs Committee as described in the memo of 6 May 2010 from the Special Committee for University Budgetary Affairs (SCUBA). Lotspeich, Olsen (5-0-0)

Motion 2: The Administrative Affairs Committee endorses the proposed plan for a University Financial Affairs Committee as described in the memo of 6 May 2010 from the Special Committee for University Budgetary Affairs (SCUBA). Lotspeich, Olsen (5-0-0)

3. Old Business: Staffing Data.

Lotspeich traced this report to a long-standing charge of this committee to trace the “faculty count” (now renamed to the “staffing study” since it includes more than just faculty).

He presented updated figures from 7.30.2010 (for 2008-09 AY), data provided by Diann McKee’s office.

He noted that data from 1995-2005 is different than 2006-2009, but comparisons still worthwhile.

Motion: To complete its work on a charge made in August 2009, the Administrative Affairs Committee will forward to the Senate Executive Committee the staffing study for 2010 contained in the memo of 30 July 2010. Lotspeich, Skinner (5-0-0)

Motion: The Administrative Affairs Committee will undertake a staffing study for 2011

following the same procedure applied in recent years. This is a self-assigned charge. Lotspeich, Skinner (5-0-0)

Lotspeich noted that this charge did not come to the committee this year, which was presumably an oversight.

After brief discussion, committee members agreed that data taken for this AY should be from 11.1.2010, in order to reflect recent salary adjustments.

4. New Business: Review Handbook language.

Olsen noted typo in section 246.1.1.3. It should read: “. . . at least one of whom shall be a member of the . . .”

Motion: to approve language as amended. Skinner, Lotspeich (5-0-0)

5. New Business: Discussion of the strategic planning process as it relates to our charge #3.

It was noted that not all committee members have received the documents related to strategic planning. It was first suggested that the matter be tabled until the next meeting, but this was followed by a suggestion to engage in preliminary discussion, with any action waiting until the next meeting.

The discussion was wide ranging. Are quantitative indicators of progress on the strategic plan adequate, or must consideration of qualitative features be an important part of assessing progress? Are final goals well connected to intermediate indicators of progress? Are the desired results of the strategic plan sufficiently indicated in discussion of the strategic plan goals and the various initiatives under the goals?

The matter was then tabled until the next meeting of the Committee.

Two additional items were mentioned that will be on the agenda for the next meeting. First, we expect to receive clarification of charge 1 (evaluation and potential downsizing of administrative units) from John Conant. Second, Bob English will meet with the Committee to describe plans for two new centers at ISU.

The meeting was ended at 1:05 pm.