

Supervisory and Confidential Council Minutes
March 24, 2009
Curriss Business Building, Room 323

Representatives in attendance: Irene Elbert, Donna Uhlenhopp and Yvonne Buehner

Other Representatives: Bev Kopper, Michelle Byers, and Nick Bambach

Following is a list of all Supervisory and Confidential Council members, with those present indicated in bold:

Acklin, Janet
Anderson, LeRoy
Baldwin, Sherri
Bartlett, Mary-Sue
Becker, Penny
Bishop, Sheri
Brodie, Carol
Buehner, Yvonne
Burvee, Jackie
Cheeseman, Dianne
Close, Jane
Corson, Margaret
Corwin, Brian
Corwin, Leroy
Counsell, Corleen
Dally, James
Davison, Diane
Dean, MaeLynne
Diercks, David
Elbert, Irene
Farland, Bonnie
Fauchier, Wayne
Frisch, Dawn
Goecken, Wilhelm G. III
Goodman, Mary
Grant, Michele
Habinck, Tresa

Hall, Ronald
Hansen, Amanda
Hesse, MaryAnn
Hills, Marlene
Jacobson, Julee
Johannes, Joan
Kester, Judith
Keys, Mary
Kidder, Glee
Kirchmann, William
Kirk, Christopher
Kjeld, Ann
Lansink, Bridgett
Law, Sandy
Main, Doug
Marra, Stephanie
Maury, Tammy
McCabe, Karen
McDivitt, Cheri
McKernan, Pamela
McNamee, James
Meyer, Claudia
Nedrow, Cheryl
Neff, Brenda
Nelson, Stacey Edward
Oltman, Barbara
O'Neill, Lisa

Osuna, Roman
Pakala, Lynn
Perry, Donald
Peterson, Kristina
Reid, Keith
Richmond, Brent
Rohwedder, Chris
Schwanz, Kathleen
Scobee, Sandra
Shepard, Barbara
Stapleton, Larry
Thomas, Ricky
Truex, Rita
Uehle, Shirley
Uhlenhopp, Donna
Ungs, Fonda
VanGerpen, Duane
Wagner, Coleen
Welch, Keith
Welter, Patricia
Weltzin, Matthew
Whitney, Karla
Widen, Douglas
Winters, Darlene
Witham, Nancy
Witt, Janet
Ziegenhorn, Cindy

1. Call to Order

Chair Irene Elbert called the meeting to order at 1:30 p.m.

2. Introduction of Members and Guest Speaker Bev Kopper, Associate Provost for Academic Affairs and Chair of HLC Reaccreditation Steering Committee

Bev Kopper addressed the members about the HLC Reaccreditation Steering Committee and the Foundations of Excellence program which focuses on the experience of first-year students. Please see the attached handout which summarizes Bev's presentation.

The Foundations of Excellence Steering Committee is hosting an open campus forum on Monday, March 30th at 3:15 p.m. in Gilchrist 009.

3. Minutes of February 17, 2009 Meeting

Minutes from the February 17, 2009 meeting were approved.
(Ziegenhorn, Law)

4. Personnel Changes (Irene Elbert)

No personnel changes to report.

5. Human Resource Services Update (Nick Bambach)

Nick Bambach reported on recent contract settlements for AFSCME and United Faculty.

Raises for United Faculty are 0% on July 1, 2009, and 3% on July 1, 2010.

Raises for AFSCME employees are 0% on July 1, 2009, 2% on July 1, 2010, and 1% on January 1, 2011. In FY10 and FY11, employees not at the top of their pay grade may receive an additional 4.5% merit increase on their anniversary date.

A hiring "soft freeze" has been instituted by the Cabinet.

6. P & S Council (Sandy Law)

Cabinet Report/Budget Update-Bill Calhoun

During recent Cabinet meetings, preparations have begun for an 11% reduction for a two-year time period. This is assuming that there will be no further reallocations and that FY11 remains constant. Management teams will meet later this month to determine how divisions will respond.

The President's next Town Hall meeting is scheduled for April 14th at 8:30 a.m. The Sustainability initiative will be discussed and attendance is highly encouraged.

The Diversity Summit is scheduled for April 23rd and enrollment for this is encouraged.

Tony Smothers reported on UNI Up Close that was held on February 20th and 27th. This year there were 150 more that attended this event. The percentage of students who enrolled last year after attending the event was 85%. He reported that Amy Schipper, Assistant Director of Admissions, did an excellent job coordinating the UNI event. He also thanked everyone involved in UNI Up Close for the day's success.

WWW Committee

The P & S Council monthly agenda and minutes will be sent to all P & S employees beginning in April.

Old Business

Tony Smothers commented that it would be helpful to have more of a diverse population represented on University councils. Councils comprised of students, alumni, community and city leaders would provide a broader prospective.

7. Budget Update (Irene Elbert)

Irene reported on the Legislative Update given by Joe Murphy on March 13, 2009. Joe is the lobbyist for UNI. The estimated budget cut will be 11% or 10.5 million dollars. The Federal stimulus money is "one time" money. Some would go to education, some to energy, and some to Iowa Workforce centers. This will allow strategic budget cuts. Iowa is 1 of 17 states being scrutinized for how we use this money because of past abuses in Workforce programs. After the Tax Revenue Estimating report is released, the Legislature will negotiate with the Governor. The report is not expected to be good news.

7a. New Business

Irene reported the information for the Regents Award for Staff Excellence has been mailed out and submitted to UNI On-Line.

Irene also mentioned elections will be held in May to fill the S & C Council seats vacated by Jane Close and Yvonne Buehner, who will have completed their three-year terms at the end of June.

Donna Uhlenhopp's proxy will be Barb Shepard.

8. Adjournment

The meeting adjourned at 2:30 p.m.

9. Next Meeting

April 21, 2009, 1:30 p.m.

Curriss Business Building, Room #323

Respectfully submitted,
Yvonne Buehner

Influencing the Future

Reaccreditation & Foundations of Excellence

The University of Northern Iowa is beginning its comprehensive evaluation for continued accreditation by the Higher Learning Commission (HLC) and has chosen to participate in a joint project between the HLC and the Policy Center on the First Year of College and create a customized self-study process.

The goal of such customization is to help a college or university integrate specific institutional commitments or projects directly into the processes for gaining continuing accreditation from the commission (www.ncahlc.org). As a focus of this process, UNI is partnering with the policy center to participate in a national process known as Foundations of Excellence in the First College Year® (www.fyfoundations.org).

The FoE project is one important way the HLC Accreditation self-study can help us work together toward positive institutional improvement and a reaccreditation process that's truly meaningful. It also provides us with an exciting way to explore the new HLC criteria and bring together, in a collaborative format, students, faculty and student affairs professionals. The FoE project encourages us to implement a plan that offers a holistic approach to the academic and personal aspirations of our first-year students, and creates a solid foundation for the rest of their college years and for lifelong success.

More than 200 students, faculty and staff have already volunteered to participate in the HLC and FoE committees. If you're interested in becoming involved, please contact one of the chairs listed below.

Foundations of Excellence



Foundations of Excellence is a comprehensive, externally guided self-study and improvement process that enhances an institution's ability to realize its goals for student learning, success and persistence. FoE presents a vision of learning that requires a campus to evaluate its success in a) establishing desired learning outcomes, b) communicating these to students, families and other stake holders, c) documenting student learning with multiple sources of evidence that may include quantitative and qualitative measures, and d) using results to confirm effective practices and improve the beginning experience for our students.

The engine of the FoE process is a campus-based task force with broad representation. The task force has already begun gathering UNI's first-year policies and procedures. A faculty/staff survey will be administered via e-mail starting Oct. 8. A student survey will be administered in November.

The task force will use this and related data to evaluate how we're doing on the foundational dimensions below. This will culminate in the development of a strategic action plan for campus improvement. For updates on our work, see www.uni.edu/accreditation/excellence.shtml.

Foundational dimensions statements constitute a model that provides institutions with a means to evaluate and improve the first year of college. Foundation dimensions:

- ☞ Approach the first year in ways that are intentional and based on a philosophy/rationale of the first year that informs relevant institutional policies and practices.

Philosophy Dimension Chairs: April Chatham-Carpenter and Jon Buse

- ☞ Create organizational structures and policies that provide a comprehensive, integrated and coordinated approach to the first year.

Organization Dimension Chairs: Lyn Countryman and Lyn Redington

- ☞ Deliver intentional curricular and co-curricular learning experiences that engage students in order to develop knowledge, skills, attitudes and behaviors consistent with the desired outcomes of higher education and the institution's philosophy and mission.

Learning Dimension Chairs: David Grant and Jean Neibauer

- ☞ Make the first college year a high priority for the faculty.

Faculty Dimension Chairs: Kim MacLin and David Schmid

- ☞ Facilitate appropriate student transitions through policies and practices that are intentional and aligned with institutional mission.

Transitions Dimension Chairs: Lex Smith and Kristin Woods

- ☞ Serve all first-year students according to their varied needs.

All Students Dimension Chairs: Rick Vanderwall and Kristi Marchesani

- ☞ Ensure that all first-year students experience diverse ideas, worldviews and cultures as a means of enhancing their learning and preparing them to become members of pluralistic communities.

Diversity Dimension Chairs: Susan Hill and Melissa Payne

- ☞ Promote student understanding of the various roles and purposes of higher education, both for the individual and society.

Roles & Purposes Dimension Chairs: Alan Asher and Lisa Kratz

- ☞ Conduct assessment and maintain associations with other institutions and relevant professional organizations in order to achieve ongoing first-year improvement.

Improvement Dimension Chairs: Gretta Berghammer and Bob Frederick



New Criteria for Accreditation

The HLC criteria define the necessary attributes of an institution accredited by the HLC. For more information and updates on our work, see www.uni.edu/accreditation. The criteria state that:

- ☞ The organization operates with integrity to ensure the fulfillment of its mission through structures and processes that involve the board, administration, faculty, staff and students.

Mission and Integrity Chairs: Inez Murtha and Jim O'Connor

- ☞ The organization's allocation of resources and its processes for evaluation and planning demonstrate its capacity to fulfill its mission, improve the quality of its education, and respond to future challenges and opportunities.

Preparing for the Future Chairs: Jan Hanish and Shashi Kaparathi

- ☞ The organization provides evidence of student learning and teaching effectiveness that demonstrates it is fulfilling its educational mission.

Student Learning and Effective Teaching Chairs: Donna Vinton and Barry Wilson

- ☞ The organization promotes a life of learning for its faculty, administration, staff and students by fostering and supporting inquiry, creativity, practice and social responsibility in ways consistent with its mission.

Acquisition, Discovery and Application of Knowledge Chairs: Mike Licari, Patrick Pease and Bart Upham

- ☞ As called for by its mission, the organization identifies its constituencies and serves them in ways both value.

Engagement and Service Chair: Al Hays

Overview of the University: Chair: Barbara Cutter

Response to 2001 Team Evaluation Report Chairs: Siobahn Morgan and Karen Agee

Data & SharePoint Coordinators: Shashi Kaparathi, Kate Martin, Phil Patton, Patrick Pease, Shirley Uehle

Other HLC Steering Committee members: Jon Buse, April Chatham-Carpenter, Jean Neibauer, Bev Kopper, Chair

