

9-29-1977

Edwardsville Bulletin: September 29, 1977

Southern Illinois University Edwardsville

Follow this and additional works at: <http://spark.siu.edu/bulletin>

Recommended Citation

Southern Illinois University Edwardsville, "Edwardsville Bulletin: September 29, 1977" (1977). *SIUE "Bulletin"*. 176.
<http://spark.siu.edu/bulletin/176>


This Article is brought to you for free and open access by the University Archives and Special Collections at SPARK. It has been accepted for inclusion in SIUE "Bulletin" by an authorized administrator of SPARK. For more information, please contact gpark@siue.edu.

Edwardsville Bulletin

To the Faculty and Staff of Southern Illinois University at Edwardsville

Vol. 10, No. 2
September 29, 1977

MEMO TO: The University Community

FROM: Kenneth A. Shaw 

SUBJECT: Progress Report on Problem Identification Process (PIP)
Implementation, Spring and Summer Quarters, 1977

The "Problem Identification Process (PIP)" session was held on February 11, 1977. Sixteen problem-areas were discussed and ranked in priority order by the PIP participants. The summary outline which follows indicates highlights of PIP implementation to date. Subject headings, in alphabetical order, are used rather than the sixteen PIP problem-areas because of interrelationship and overlap factors with respect to the PIP problem-areas.

1. Adult/Continuing Education

Short-term aids for part time adult students have been identified and the Office of Adult Student Services opened on September 15. A Task Force on Adult/Continuing Education will be selected and begin its deliberations in the Fall Quarter, 1977.

2. Affirmative Action

- a. As directed by Acting President Kochman. Ms. Sally Page completed a first-draft revision of the current Affirmative Action Plan in January, 1977. This draft was reviewed by the University Affirmative Action Council, January-June 1977, and the results of this review were submitted to the Office of the SVP/PR in June, 1977. It is planned that a second-draft revision will be available for all-University review during the Winter Quarter, 1978.
- b. Dr. Annette Flower, Special Assistant to the President of Towson State University, served SIUE as a consultant with reference to the University's Affirmative Action Plan and its implementation. Dr. Flower visited SIUE on March 16 and 17, and her report on this visit was received on April 4. Dr. Flower's report is under continuing review in connection with the on-going revision of the University's Affirmative Action Plan.
- c. Ms. Sally Page, Coordinator of the University's Affirmative Action Office, resigned effective 1 August 1977 to accept a similar position with the University of North Dakota. The position of University Affirmative Action Officer has been advertised, with a closing date of September 15, 1977. A search committee for this position has been established, and President Shaw will call the first meeting of the committee early in October, 1977. Ms. Judy Connolly is the Acting Coordinator of the Affirmative Action Office.

3. Area Development

An ad-hoc committee on Area Development was established and submitted its report on March 15. Based on the recommendations of that report, an interim coordinator for area development will be selected in the Fall Quarter, 1977.

4. Budget

- a. As of April 4, the Acting Vice-President for Business Affairs was asked to work closely with the Augmented Budget Review Committee of the University Senate in the development of review guidelines and the recommending of major priorities. Since the arrival of Vice-President Frijters, the Controller and Budget Director has taken over this assignment and is continuing to work with the Committee to develop budgetary cost data and considerations and priority areas.
- b. Fiscal Year 1979 guidelines for salary increases, price increases and operations and maintenance of the physical plant were submitted to and endorsed by the Review Committee of the University Senate. Some guidelines were changed by the System Council, and the revised list subsequently has been approved by the Board of Trustees. These guidelines have been applied in the preparation of the FY 1979 operating budget request.

5. Calendar

The Vice President and Provost has a proposal in hand which will be submitted to the University Senate at the beginning of the Fall Quarter, 1977.

6. Collective Bargaining

Sponsored by the President's Office and the University Senate, an intensive one-day educational program to familiarize faculty and non-academic employees with the advantages and disadvantages of collective bargaining was held on June 2, and repeated on June 3. The program featured eight experts in the collective bargaining field and represented the implementation of recommendations made by a committee appointed by the President of the University Senate. Audio and visual tapes of this program are available for use in the Self-Instruction Laboratory, Room 0016, Lovejoy Library.

7. East St. Louis Center

- a. On March 24, the "East St. Louis Center Evaluation Committee" was established, chaired by C. Scully Stikes. Additional committee members are; Miriam C. Dusenberry, Anele Iwu, Emil Jason, Irving Kessler, John Reiner and Donald Taylor. The committee is charged with evaluating the effectiveness of the East St. Louis Center as it carries out its stated mission and goals. The evaluation will conclude with recommendations on how the Center can be more adequately supported, organized and managed within the total University.

- b. The Committee has completed an interim report on the operations of the Center which were submitted to the staff and faculty of the Center and then to President Shaw. Currently, VP/P Lazerson is working with the other vice-presidents on implementation of the report as its recommendations affect their respective areas.
- c. The Committee now is working on its final report which has a target date for completion of February 1, 1978. The Committee has expanded its membership to include W. Deane Wiley, Boyd Mitchell, Donald Keefe and Gilbert Rutman. Donald Taylor has resigned from the Committee.

8. Energy Conservation

An ad hoc task force, co-chaired by Alfred Kahn and Lionel Walford, submitted a report on March 16 on "Long Range University Plans for Energy Conservation." The report is divided into three main sections: short term conservation; scheduling; and transportation. As soon as the reorganization of Business Affairs is complete, VP/BA Frijters will appoint an energy advisory body which will study the existing and future proposals in the area of energy conservation and identify potential outside funding sources.

9. General Education

The establishment of a Task Force on General Education is planned. The charge for this task force will be prepared during the Fall Quarter, and members selected so that the task force may begin its work early in January, 1978.

10. Handicapped

- a. An Ad Hoc Committee on Handicapped Facilities and Job Restructuring was established on April 6, chaired by Ms. Sally Page. Additional committee members are Dr. Thomas D. Bouman, Ms. Buezetta C. LeBlanc, Ms. Joan Parrish, Ms. Sue Paul and Mr. Richard Youngman. The charge to the committee was to meet with the review recommendations of a consultant team from the Illinois Division of Vocational Rehabilitation. The Committee has submitted its report which currently is under administrative review.
- b. As an added responsibility, effective September 19, Mr. Arthur Grist will serve as coordinator of matters dealing with Section 504 of the Rehabilitation Act of 1973 (U.S.) until the new Affirmative Action Officer reports for duty.

11. Housing

The University is currently committed to encouraging development of off-campus housing and accordingly is prepared to declare a five year moratorium on on-campus housing should private development occur. The University Committee on Transportation is including in its study accessibility to more communities for purposes of reaching additional student housing markets.

12. Personnel Administration

- a. On March 18, a working committee was established to design and conduct an evaluation of personnel administration in the University. The "University Personnel Administration Evaluation Committee" consists of Dr. Edward J. Harrick and Dr. A. Ray Helsel with administrative support provided by the Office of the Senior Vice President for Planning and Review. The Committee report was submitted to President Shaw on September 7, and currently is under administrative and constituency body review.
- b. The "Administrative Staff Advisory Committee" was formally charged on May 18 with assisting in the continuing review of administrative staff positions in accordance with Section 36e of the Statute establishing the University Civil Service System. Chairperson of the committee is Ms. Ruth Eidson.

13. Printing/Copying Services

A task force chaired by Harry E. Lutz has been appointed for review and recommendation on centralized printing/copying services and the dispersion of copying equipment on campus toward the end of reducing costs of such equipment without materially affecting availability of such necessary services. Also to be examined are the number, placement, and necessity for mag card and mag tape typewriters. The task force's work has been delayed due to newly required bidding on all such leased equipment. After equipment selections have been made and machine capabilities and costs have been determined the task force will continue toward finalization of its report which has a completion target date of November 30, 1977.

14. Recruitment and Retention of Students

- a. The Elliott-Hollenhorst study on "Determinants of Undergraduate Education" is underway, and a preliminary report has been prepared. The final draft will be available for examination by October 1.
- b. On April 29, a "Task Force on Recruitment and Retention" was established, chaired by Dr. Robert Bruker. The Task Force is charged with preparing: an evaluation of present recruitment and retention efforts; recommendations for future efforts in recruitment and retention; and a program for implementation of these recommendations.

15. Staff Development

A charge will be drafted for a "Task Force on Staff Development." The task force is expected to be selected and to begin its work by the beginning of the Winter Quarter, 1978.

16. Space Utilization

- a. Available space and space requests were reviewed by the vice-presidents during the Spring Quarter, 1977 and resultant recommendations made to the President. All space assignments now have been made in connection with the moves to Buildings II and III.
- b. A University Space Review Task Force, chaired by John Ulrich, has been established. The task force is establishing space standards and updating space information following the many moves and renovations that have just been completed. A review of all space assignments unit by unit will begin by the end of September. The final review report and recommendations will be completed by March 1.

17. Student Affairs

- a. The Office of the Vice-President for Student Affairs at Southern Illinois University at Edwardsville has been reorganized into three basic functional and service areas:

Education and Student Services, under the direction of Warren Brown, Assistant Vice-President and Dean of Students, including New Student Orientation; Student Development Services; Health Services; Placement; and Student Work and Financial Assistance;

University Community and Minority Affairs, under the direction of Jessellyn Saffold, Assistant to the Vice-President, including Student Activities; Housing (Student Programs); Foreign Students; and Black Students; and

Intercollegiate Athletics and Recreation, under the direction of Eldon Bigham, Assistant to the Vice-President, including Men's Intercollegiate Athletics; Women's Intercollegiate Athletics; and Intramural & Recreational Programs.
- b. An "Evaluation Committee of Student Affairs" has been established and now has completed a survey of student services. This survey is under review and its results will be utilized internally to improve services to students.

18. Transportation

- a. On May 18, a "University Committee on Transportation" chaired by Dr. Steven J. Hanna was established. Additional committee members are James G. Bridwell, Bob Gill, Arthur Grist, Harry E. Lutz, John L. Oxford, Wanda Royall and Billy Ward. The committee submitted a progress report in June, and its final report will be submitted during the Fall Quarter, 1977.
- b. Transportation and car pool information procedures have been established in connection with Fall Quarter parking decal applications.

19. University Committees

On May 19, a report was made on a staff review of University committees reporting to the President. Of the total of twenty-one such committees involved: seven were formally discharged; two will continue to report to the President; and the remaining twelve now will report to a Vice-President, with continuing review of function and practice.

20. University Relations

On June 15, a "Committee on University Relations" was established, chaired by Peter Simpson. Other committee members are; Mildred Arnold, Charles Cox, Annette Graebe, A. R. Howard, Alfred Junz, Sam Smith, W. F. Starkey, Warren Stookey and Harry Wilson (ex-officio and consultant). The charge to the committee is to make an in-depth assessment of the current state of "University (Public) Relations" at this institution and to develop recommendations for its improvement. Target date for submission of the committee's report is September 30, 1977.

21. Working Papers

A model for school working papers has been developed and reviewed by the Deans in Academic Affairs. The Office of the Vice President and Provost is currently reviewing the model in light of comments and criticisms received. A final draft of the model will be available during the Fall Quarter, 1977.

It is hoped that this report will give us all a feeling of accomplishment to date, but that it also will give some indication of the scope of the work which remains to be done as we, cooperatively, move ever forward to accomplishment of our overall goal -- to make the University the best of its kind.