**Indiana State University**

**Administrative Affairs Committee**

**Annual Report to the Senate, 2011-2012**

The 2011-2012 Administrative Affairs Committee (AAC) held eight meetings this year.

Membership and attendance of the 2010-2011 Committee is listed below:

A Acree (Chair) 8

E. Bermúdez (Vice Chair) 8

R. Baker 7

B. Blyukher 3 (Fall Semester only)

S. Hardin 8

F. Lai 8

L. Kahanov 7

Y. Peterson 4 (Spring Semester only)

Ex-Officio member was: L. Spence (Associate Vice President, Academic Affairs and Chief Information Officer, Office of Information Technology)

K. Bollinger was the Executive Committee Liaison.

The AAC addressed the following charges:

**#1: Continue with regular annual reports to the Faculty Senate on:**

* 1. **Staffing**

L. Spence took the lead on building on R. Lotspeich’s excellent work from last year. The Committee concluded this charge at its final meeting on April 24th and reported its finding to the Senate Executive Committee.

* 1. **Academic Calendar**

The Committee was instructed to delay action on this item until the next academic year.

* 1. **Review of Administrative Positions**

Review of BOT minutes at each meeting when available for new administrative appointments not passed through AAC.

**#2: Review Handbook language with respect to granting faculty Professorship rank and**

**tenure (as faculty members) to incoming chairpersons and academic administrators to determine whether it adequately and clearly expresses the intent of the faculty.**

E. Bermúdez took the lead on this item. The Committee finished its work at its March 27th meeting and reported to the Executive Committee April 10th.

**#3: Work with FEBC, in a joint meeting if necessary, to generate an understanding of the relationship of FEBC and AAC with regard to budgets and financial review.**

It was determined that no action on this charge was needed.

**All charges were completed.**