**Indiana State University**

**Administrative Affairs Committee**

**Root Hall A 186**

**October 24, 2019 Meeting Minutes**

***Present***

**Members:** Ahmed Mohamed (Chair), Alma Anderson (Vice-Chair), Jon Bakos (Secretary), Jodi Frost, Yasenka Peterson, Yong Joon Park

**Faculty Senate Liaison:** Robert Guell

**Administrative Liaison:**  Lisa Spence

**Guests:**  Bridget Butwin

***Absent***

**Members**: Lisa Philips, Yong Joon Park

Called to order at 3:32 pm

Minutes of October 24, 2019 meeting were approved. A. Anderson motioned, Y. Peterson second.

Last year’s report was re-presented to Executive Committee of Faculty Senate on 10/8/19. Their feedback was to keep going in same direction and perhaps compare the different colleges on it as well.

A short discussion followed, it was noted that drilling down on some of the executive positions would be useful since there have been several changes to roles. Lisa Spence agreed to obtain a new organizational chart for the committee, which will be uploaded to Blackboard site once the Chair receives it.

There was also discussion of what new data was needed, most efficient means to obtain it and how many years to include. It was decided that 3 years would be the most comparable due to the reclassification of positions. Data to compare colleges can be obtained from Institutional Research.

Katie Butwin discussed recent and potential bylaw changes. This includes the October 11, 2019 approval of “clean up” draft that was presented on August 2, 2019. Most changes were to make them consistent throughout and to close gaps in nominating committees for board. Pulled out section of Board’s power and added a section that said a board will appoint and review regularly, and have right to terminate president. This change was already given by Indiana law, but it was needed to be explicitly in bylaws for HLC review. Butwin stated it did not change level of authority, just codified it. Bylaws do not impact the process to be used to hire a new president per Butwin. An addition to the bylaws was also proposed to the Board for an additional conflict of interest policy that would apply to Board that is more robust than state law.

There was a discussion about section 146.2.2.2 and AAC’s role in removal of administrative office. Butwin stated that she has not explored this, that it would need to be taken in larger context and the committee should decide on what role AAC should have and discuss with the Executive Committee to Faculty Senate

There is a need to add a member, the list of alternates was discussed and invitation(s) will be sent out.

Next meeting was decided to be Friday, November 22 at 1pm.

Adjourned at 4:16pm.