Administrative and Planning Council
September 17, 2001
1:00 p.m.

Members Present: Reneau, Rea, Hall, King, Drewett, Thomas, Dauzat, Jacobs, McConathy, Reagan, Ford, Baxter, Johnson, Guice, Oakes

Members Absent: Hilburn, Kilpatrick

Memoriam

President Reneau opened the meeting with a few minutes of silence in honor and memory of those Americans who lost their lives last week in the terrorist attacks on the World Trade Center in New York City, the Pentagon in Washington, DC, and the plane crash in Pennsylvania.

Welcome

President Reneau welcomed Council members and Mrs. Helen Baxter, Chair of the University Senate, to this first meeting of the academic year.

Minutes

The May 15, 2001, minutes of the Administrative and Planning Council were approved as submitted on a Jacobs/Ford motion/second and unanimous vote.

Capital Outlay 2002-2003

Vice President Drewett presented an overview of the 2002-2003 Capital Outlay Request for Tech. A summary is attached and information is also available on Tech's Web page.

Energy Conservation

Vice President Drewett presented statistics regarding the results of our energy conservation measures for fiscal year 2000-01 (copy attached). Information is also available on Tech's Web page.

Control of Building Keys

Vice President Drewett mentioned that personnel from the Office of Risk Management have expressed concern regarding our lack of control of building keys. He requested that the various departments on campus review their procedures for issuing keys.
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Strategic Plan, Fiscal Year 2001-02 through 2005-2006

Dean Terry McConathy presented the proposed draft of a new strategic plan for fiscal year 2001-02 through 2005-06. The main issues were identified utilizing Vision 2020, Board of Regents and the UL System’s Strategic Plans. Objectives were developed by the Strategic Planning Committee. Discussion ensued regarding specific strategies. Dean McConathy will share comments with the Tier Committees and the Administrative Steering Committee. A final draft will be prepared, posted on the Web for input, submitted to the Strategic Planning Steering Committee for action, and placed on the October agenda for final action by this Council.

APC Opinion Surveys

Dean Ford presented a summary of the results of the ACT Colleges Services Section of the 2000-01 survey (see attachment). She noted that Tech was the only school in our System where financial aid was rated above the national norm.

Affirmative Action

President Reneau stressed the need for continuing perseverance in hiring more minorities and women in all employment categories.

Vice President Thomas indicated that documenting the affirmative action process in each package is essential and critical. Specificity is necessary, particularly regarding minorities. A summary of affirmative action hires this past year included 61 Caucasians, 4 African Americans, and 4 Asians (report attached).

Employee Evaluation for Classified Employees

President Reneau stressed the importance of completing an evaluation for each classified employee. The evaluation is required and is not optional. If immediate supervisors are not certified evaluators, Mrs. Cordaro in the Personnel Office will schedule individual training sessions. Any persons not evaluated are judged to be “satisfactory by default.”

Strategic Plan Funding, 1997-2001

This 1997-2001 has been completed and funding for the applicable Key Strategic Directions identified in that Plan was summarized (see attached).
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SACS Reaccreditation Visit

President Reneau announced that Tech's regional accrediting agency, the Commission on Colleges of the Southern Association of Colleges and Schools (SACS), requested that our next reaccreditation visit be delayed one year, until 2005. We, of course, agreed.

Football Schedule

Due to the many football game cancellations this weekend and an effort to reschedule, some of our game days may be changed. Information will be distributed when finalized.

Poll of Members for Announcements

President Reneau polled the members for any announcements they wished to make.

Adjournment

Meeting adjourned, 2:45 p.m.