**Administrative Affairs and Budget Committee**

**Minutes for Meeting No.6**

**Wednesday, December 7, 2022**

**6:00 P.M.**

**Founders Suite (conference room), Bone Student Center**

**Call to Order**

**Roll Call**: Blanco Lobo, Garrahy, Midha, Nikolaou, Webber, Fulton, Wielgosz, Wollard, Woodard, *Cavi (VP for Planning and Finance designee)*. (Note: quorum is 5 voting members; *ex-officio*).

* Absent: Garrahy, Midha, Webber.

**Public Comment** (All speakers must sign in with the AABC Secretary prior to the start of the meeting.)

**Order of Business:**

1. Approval of committee minutes
	* *Minutes#5AABC11.09.22*
	* Unanimously approved
2. Evaluation Surveys:
	* *Evaluation Survey - VP for Academic Affairs and Provost*
	* *Evaluation Survey (Faculty and Staff) – President*
	* *Evaluation Survey (Students) – President*

For both surveys:

1. Add “Prefer not to respond” under the *role to the University* and the *how many years have you been to the University* questions.
2. Add “Unable to evaluate” as an option for all responses.
3. Check if we can add questions about gender, race, ethnicity, etc. of the respondents.

For Provost’s Evaluation Survey:

1. Change the title to Commentary on the Vice President for Academic Affairs and Provost (Provost Tarhule).
2. Split the question about *being open and responsive in*to two questions; one for faculty and staff and one for students.
3. Add a hyperlink to the University’s Strategic Plan.
4. Add *equity, diversity, and inclusion* and split the question into two questions; one for faculty and staff and one for students.
5. Rephrase the comment box from “Are there any additional comments that you would like to make about any of the above” to “If you have any comments about your response to any of the statements above, please add them here.”
6. Also, add another comment box reading: “Please enter any additional comments regarding the leadership of the Vice President for Academic Affairs and Provost, Dr. Tarhule, at Illinois State University.”
7. Remove all questions specific to units and individuals within the Division of Academic Affairs.

For the President’s Evaluation Survey (faculty and staff):

1. Remove the Director of Audits and Assistant to the President from the list of examples, and add Chief Equity and Inclusion Officer.
2. Add the question “is open and responsive to student concerns” to mirror the same questions for faculty and for staff.
3. Rephrase to *makes equity, diversity, and inclusion a campus priority*.

For the President’s Evaluation Survey (students):

1. Rephrase to *makes equity, diversity, and inclusion a campus priority*.
2. Change the question about fostering a positive working environment into two separate questions;
	1. Fosters a positive working environment
	2. Fosters working opportunities (on and off campus) that provide students with exceptional academic and intellectual experiences.
3. Add a hyperlink to the *mission* of the university.

**Adjourn**