

**MINUTES OF THE JANUARY 1999 MEETING
OF THE 1998-99 IMSA PARENTS ASSOCIATION
JANUARY 16, 1999**

I. President David Dean called the meeting to order.

II. Attendance was not taken, but introductions were made and a quorum was present.

III. PRESIDENT*S REPORT:

1. Since our November meeting I have represented the Parents at two IMSA Board of Trustees* meetings. The December meeting consisted of a presentation by the IMSA community students, staff and faculty regarding the vision of IMSA in the next five years. The January retreat meeting focused on the financial plan to enable IMSA to become that which is envisioned.
2. In response to the resolution regarding student-related policies we made at our last meeting, Cathy Veal contacted me regarding our involvement. Cathy has been charged by the IMSA Board of Trustees to do a comprehensive revision of school policy. This process has been going on for about a year. There will be several student-related polices that will require meetings, however, some could be reviewed via e-mail. If you are interested, please let me know. In addition, please indicate in which capacity you would like to be involved.
3. I have participated in the Discipline Policy Revision Task Force and Eric McLaren will discuss it in detail at today*s meeting.
4. In December, the Executive Committee met . The purpose was to review where we had come on our goals and if any mid-year adjustments should be recommended. Two of the concerns mentioned were the Food Committee and the financial situation of the Parents Association. For food, there were two areas of concern. First, the quality of the food and the delivery of the foods remains problematic. The second, and primary concern, is the response of the administration to our issues. I have initiated a meeting with Dr. Marshall to discuss our disappointment and concerns on this level of interaction. The initial figures as to the response from the fund raiser have been disappointing.
5. The Madrigal Dinner was a big success and I encourage everyone to attend next year, if you didn*t have the opportunity to do it this year.
6. Last weekend I also attended the IMSA Alumnae Associations REN Weekend. Modeled after the Renaissance Week, sixty members of the IMSA community, students Alumnae, staff and Board members participated in the event. Each member was a participant in at least one panel discussion and attended topics of interest from the twenty panels. The IAA is planning this as an annual event and it is by invitation. They will try to get information out sooner for next years* weekend. If you get an invitation (parents of alumnae will be invited as well), I would encourage you to attend if at all possible. If you are invited and cannot attend, recommend another parent to

the IAA.

7. We are in the process of obtaining nominations for next year*s Parent Association officers. If you have suggestions or are interested in a position, please contact a member of the Nominating Committee: David Dean, President, (630)552-1931 , Joan Winstein, Metro Coordinator (708-386-7982), and Joan Feltovich, Down State Coordinator (217-793-2097).
8. A thank you to Chuck Prested was given for his hard work, time and effort he has given to the Parents Association with the revision and updating of the Parent*s Association By-Laws. Over the last several years, amendments have been ratified, but not added directly into the By-Laws. Presently, they have been added only as adendums. On our web-site, the old text will be shown along with the change. Joan Winstein will include the up-dated version into the IMSA Handbook.

IV. REPORT OF THE DISCIPLINE TASK FORCE- Eric McLaren

1. Eric reported that the new Discipline policy reinforces IMSA*s commitment for the safety and the well-being of the students. The policy will continue to protect the institution, and the rights of every individual as well as the rights of the institution. The Task Force has as a goal to be tolerant of the diversity of opinion, so personal views and views of parents can be expressed fully. In addition, the Task Force is interested in receiving input from the parents on the proposed revisions.
2. It is the desire to have the new discipline policies be consistent with other Illinois education institutions, as well as compliance with State laws. It shall be stated in such a way that it is more clear than the present policy.
3. The first draft is attached to the minutes and has been presented to the Board of Trustees. This document begins discussion among various IMSA groups. Eric encouraged all parents to look at the proposal very carefully and to contact our parent representatives who are David Dean, Linda Mellis, Ev Prested and/or Dennis Delfert, or the sophomore parent, Dave Hachmeister.

V. TECHNOLOGY - Mike Doyle

1. IMSA is initiating a computer loaner program for those students without a computer in their room. A software loan program is also in progress.
2. There will be public access to four computer work stations in the main building located initially in the math study area.
3. Matt Wicks continues to work on and improve all the computers at IMSA which on a average each requires 2.2 times to install due to malfunctions and the replacing of the computers.
4. IMSA is attempting to initiate a system whereby e-mail will be used as a vehicle to notify parents of important information. Hopefully, the mechanics will be worked out by the end of the year. However, for those parents without e-mail, regular mail will be also be used.
5. The Technology Committee will also be submitting a funding request in the near future for the purchase of color printers to be placed in the dorms. Initially, color printers might be placed in two of the dorms, and if the program is successfully, it is

the desire to have ink jet color printers in all of the dorms.

VI. ACADEMIC COMMITTEE - Ev Prested

- 1. Intercession was discussed and evaluated.**
- 2. Discussion was held with Dr. Hatcher regarding teacher attendance, tardiness, and the dismissing of classes. Presently, if the attendance office does not receive an attendance sheet from a class, they become aware that the teacher is not present nor is there a substitute. There is no provision for available substitutes on a daily basis. A student should go to the office if after 10 minutes the teacher is a no-show. However, if a teacher is absent more than a week, a substitute will be called. Dr. Hatcher also expressed a desire to be notified by the parents if a faculty member has continuous absences. Parents find this unusual that the IMSA administration is unaware of unexcused faculty absences. It was recommended that Dr. Hatcher distribute the faculty attendance policy among the parents. And, if there is repeated faculty absences, who at IMSA should be notified? Ev Prested will continue to pursue this matter.**
- 3. If a faculty member has health problems or outside IMSA related activities and unable to teach class, they are responsible to see that the students have appropriate assignments and/or a make-up class will be scheduled providing all students agree on the time.**
- 4. It was suggested that parents receive an organization chart from IMSA so parents are aware of where to take a certain issue/problem.**

VI. COMMUNICATIONS - Lorelei Riddle

- 1. The last newsletter was mailed with the report cards.**
- 2. Lorelei offered to send additional newsletters in February, March and April. It would be helpful if all Committee Chairs would write an article for each newsletter to continue to keep parents informed. Lorelei will notify the PA of newsletter deadlines.**
- 3. Committees should also provide a forum for parent concerns and problems.**

VII. STUDENT LIFE - Sandy Ohler and Linda Mellis

- 1. Information was given on the downstate meeting to be held on February 20. (see attached).**
- 2. The residential staff is working on a program to provide student tutors during study hours. Times and places along with the subject will be posted and parents will be notified in the newsletter.**
- 3. Student room hours and curfew continue to be reviewed.**
- 4. The RC questionnaire that was mailed to the parents received a good response. It is encouraged that all parents take these questionnaires seriously, as it is very helpful to student life and the RC staff to receive parent input.**
- 5. There was a question of whether the RCs* were receptive to receiving food in the dorms by parents. Student Life is unsure where this rumor began, but the students**

and RCs always enjoy ANY food other than Arbor.

6. **Additional Parent Partners are needed in the dorms. If anyone is interested, please contact Betty Dietich. Volunteers are needed in Dorms 1504A, 02C, and 05D.**
7. **Mental Health issues are being discussed as the IMSA policy is in question and vague. Presently, the parent handbook does not discuss it.**
8. **The retention of RC*s is also being studied, and how IMSA can retain effective RC*s longer than a year. Parent volunteers are needed for the committee that is being formed to look into this matter. A social worker will be spending about 25% of her time with drug and alcohol presentations and on prevention issues.**
9. **The RC*s were very appreciative of the Christmas gifts given by the PA.**
10. **Weekend activities seem to be provided as needed and desired by the students. There is a bus going every weekend to the movies. Discussion took place regarding the closure of the IRC on weekends due to the lack of staff and IMSA funds. This issue was transferred to the Academic Committee where it will be given consideration. Many parents were surprised that the library was not available on weekends.**

VII. TREASURER*S REPORT: Stuart Cohen

1. **A thank you letter from the Wellness Team was presented to the PA for the purchase of a new Schwinn Air Dyne Stationary Bicycle.**
2. **A lengthy discussion took place regarding the funds generated from the Phone-A-Thon. It was disappointing to discover that IMSA did not credit to the PA funds donated from parents who checked the Annual Fund box instead of the Parents* Council box. Stuart will follow-up with Britta McKenna to iron out the differences. An e-mail from Britta McKenna to Stuart is enclosed.**
3. **In response to the placement of the funds raised at the phone-a-thon, President David Dean recalled a pertinent issue that surfaced at the Board retreat. Better communications continually need to be developed between the IMSA administration, faculty and parents. Our mission as a community should always be to assist students with the best education and environment as possible. Our ability to fulfill this mission is where we need to continue.**

VIII. OLD BUSINESS:

Any questions, concerns, or comments can be addressed to the Discipline Task Force following the meeting.

IX. NEW BUSINESS:

The Nominating Committee is seeking nominations for officers for next year. If you are interested, or know of someone who might be, please contact Joan Winstein.

A motion for adjournment was made by Linda Mellis and seconded by Sandy Ohler. The meeting was adjourned at 12:45 p.m.

Respectfully submitted by,

Carol Y. Berger



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