

IMSA PAC MEETING MINUTES
December 8, 2001

President Jana Fitting called the meeting to order at 10:10 a.m. Roll Call was taken and it was determined that there was a quorum.

IMSA Administration Report

Gretchen Stauder from the College and Academic Counseling Office reported that the PSAT scores were delayed; the web site was taking longer than anticipated; and the Seniors were going to be busy over the Holiday break finishing college applications. Gretchen gave an update on IMSA's College and academic counselors regional programs for parents. On 12/10 Gretchen will be in Springfield at the SIU School of Medicine. Joe Prieto will be at ISU Bloomington Normal on 1/7. Gene Gawik will be in Carbondale on 1/30.

Principal Eric McLaren stated that the final exam schedule was distributed on December 7. Some changes were made that will help the students. No exams on Monday morning. All papers are due by Monday at 8:00 a.m. The exams have been spread out so that the students can do well.

He said that Intersession assignments were handed out before Thanksgiving break. Intersession is an opportunity for students to explore more topics in depth and breath for a week.

Seniors should have already received information from Herff Jones regarding the senior announcements.

IMSA has been directed by the Board of Higher Education to cut IMSA's budget by 1.1%. The budget cuts have been spread out over equipment, travel, and contractual services. IMSA had worked on an internal freeze of 2.2%. IMSA did not cut one academic program.

Eric reported that students have been busy as participants or spectators with a lot of activities lately: Madrigal Dinner, Kwanzaa, eight home basketball games and two home swim meets.

David Abler, Director of Curriculum & Instruction said that he was going to try to attend all Academic Committee meetings that he could. He likes the relationship between PAC and his department. He is interested and open to all input.

Minutes from November 10, 2001

Janelle Cornell moved the minutes be approved. Eunice Marriott seconded the motion. Vote taken. Motion passed.

President's Report

Jana Fitting, PAC President, reported that the Nominating Committee is the President, Downstate Coordinator, and the Metro Coordinator. Any sophomore or junior rep that would like to continue should let the Nominating Committee know. The deadline for this is the March meeting. New committee chairs should be identified by December.

Jana said the Downstate meeting (November 10) was wonderful. Attendees found the meeting to be informative about the college process and campus life. Even though there was a large turnout, there were not enough reps to have a quorum.

The IMSA PAC has filed for and has been given a Federal Employer Identification number. In addition, Jana has submitted the necessary forms (NUC-1) for Illinois Business Registration. The final step in this process is the submission for tax-exempt status. PAC is in the process of submitting an Application for Recognition of Exemption under 501(c) (3) under the Internal Revenue Code. These steps combined will allow the PAC to receive donations directly and to also accept credit cards for donations and payments. An accountant has been selected to file taxes next year. The treasurer for next year needs to be someone with a financial background.

Vice President's Report

Fred Hines, Vice President brought extra copies of the information on financial aid from the downstate meeting. He stepped in for Betty Kay at the Academic Committee meeting and said that many good things were happening. He reported that Mr. Abler is very interested in the Academic committee providing input and suggestions for curriculum improvements. He asked Mr. Abler to elaborate. Mr. Adler reported that residential life, science, and math will be reviewed next year.

Treasurer's Report

Don Cooper presented the Treasurer's report. In reviewing details of his report, he stated:

- 1) Under Administration, the item Fundraising is a temporary entry.
- 2) Under Student Life, there is a deposit for the Senior Banquet gift.
- 3) Under Special Items, the student handbook should be listed as parent handbook.

Secretary's Report

Ann Carpenter, Secretary reported that almost all the phone trees have been turned in. Also any regional representative or alternate that had not picked up an IMSA PAC notebook should do so after the meeting.

Committee Reports

Academic Committee: See Vice President's report above.

College Academic Counseling Committee (CAC): Barb Decker, Chairman of CAC, met with the Academic Committee because the two complement each other. She is planning a panel discussion on the college process after the general meeting in March. The panel will be Gretchen Stauder, Mr. Abler, and parents.

She is working with the technology people to put current information onto the CAC page. The CAC Committee will also be helping with College Day in April.

Parent Fund Committee: Cheryl Widman announced that there was still time to enter the 50/50 drawing. For today's drawing, there was an additional prize of a large box of chocolates. She also asked that parents turn pledge forms in to Jana.

Cheryl reported that the golf outing needs the support of the alumni. They need help in planning the outing and are looking at 3rd quarter of 2002. It was suggested that prom weekend might be an option.

Pierre sent out a wish list to all committee chairs. This information will help Fundraising to solicit funds and future needs.

Student Life: Jana Fitting reminded all reps that they are to participate on a committee. Penny Newton said regarding the gift certificates were ready for distribution to the residential counselors (RCs). Penny also said that fitness equipment was still on their wish list.

The Student Union continues to be a big success. Volunteers are needed for the next Friday night. It was suggested that parents bring homemade goodies for Friday night. Volunteers are needed for the 2002 spring semester.

Penny reminded sophomore parents that the deadline for the Teacher Recognition Program is Jan. 13, 2002. This program is an opportunity for each sophomore student to select a special teacher to honor. Any questions should be directed to Bob Hernandez.

In general, the fitness center is open more hours and more kids are using the center. The pool is utilized on Saturday. The Sports teams practice in half of the gym so that students can use the other half. Penny commended the wellness department for listening to PAC's recommendations.

Parents now have the opportunity to open up the Student Union so the students can watch TV, play games, or just "hang out". We hope parents will consider opening up the Union for the bowl games. Requests must be made by 4:00 p.m. on Friday before the weekend at extension #5050 (ask for Katie). We know the students would appreciate this on the weekends especially for the remaining football games. If a parent would like to open the Union for a wing activity, check with the RC first before signing up for a Union date. A family has donated a large screen TV that is now in the smaller room across from the Union. This will be used for movies as Student Life has allocated funds for a DVD player and a large reinforced rolling cart for the TV.

Parent Partners were asked to email parents to bring treats for finals week. There are three wings without a Parent Partner.

Jana Fitting reported that Region 9 has volunteered to be the chaperons for Student Union on Jan 25, 2002.

Technology Report: William Blanchard, Technology Committee Chair thanked the students who volunteered to be part of the virtual committee. He said there were few concerns and appreciated the feedback. He asked that anyone who

accesses today's presentation to give him feedback on its usefulness.

Jim Gerry, Chief Information Officer at IMSA provided a technology demonstration:

- 1) Live stream of the meeting
- 2) Instant Messenger (IM) Demo
- 3) Web camera demo (video conferencing on-the cheap)

Jim's team and student volunteers set up the connections and camera work for today.

They did live stream the meeting so that parents who cannot attend here can still see and hear the meeting. He reminded us that streaming is one way, they will see and hear the meeting, but will not be able to talk with us live (unless we invite them to our IM sessions). To view the meeting, they need to be connected to the Internet and go to the following URL: <http://www.imsa.edu/team/cns/video/> They will also need to have RealPlayer to access the presentation. There is a link on this page for the parent's council meeting.

The better the bandwidth, the better the video viewing. Jim said we should encourage people to view the meeting from their local library, which would be better than just a dial up connection. On a simple dial-up connection, the video quality might be poor and the audio quality good. Also our stream will adjust automatically to the speed of the user's connection, but a dial-up connections is slow and the video will appear jerky at best, although the audio will probably be very good. We can accommodate 200 viewers. This is a live feed, but the actual delay is from 5 to 30 seconds, depending on Internet traffic, which is not in our control.

Those with AOL Instant Messenger Access can send real time questions/comments during the meeting if they forward their screen name to wmtb@bigfoot.com. Jim did a short demo for those not familiar with AOL Instant Messenger. Jim noted that AOL does not mix with ICU.

Jim introduced his staff and volunteers and thanked them for their support. Josh Kinney from Student Council has started posting the menus. Josh's site is imsa.edu/~jkinney

Old Business

Penny presented the Proposal to Transfer Funds Allocated for Student Union that was discussed at the November 10th PAC meeting.

Student Life Proposal

1. *To subsidize the \$7.00 hourly wage by adding \$5.00 for an hourly wage of \$12.00.*
2. *If IMSA cannot allocate \$7.00 due to hiring freeze, PAC will assume the costs of \$12.00 per hour.*
3. *Total costs to hire an individual to staff the Fitness Center for three hours on 19 Sundays starting December 2 is: (Note this does not include extended breaks)*

$$\begin{aligned} \$15 \text{ per day} \times 19 &= \$285 \text{ (adding } \$5.00 \text{ to IMSA's } \$7.00) \\ \$36 \text{ per day} \times 19 &= \$684 \text{ (PAC assumes total cost)} \end{aligned}$$

Additional expense to pay the hourly wage for training may occur, but this will be minimal.

We propose these funds be made available to hire personnel to open and supervise IMSA students in the Fitness Center on Sunday afternoons.

Craig Carpenter moved that the proposal be accepted. Janelle Cornell seconded. Vote taken. Motion passed.

Sherry Neal will be starting in the Fitness Center in January on Sundays from 3:00 –6:00 PM.

Jana gave a brief update on the Parents Annual Campaign. She said that RCs have a new form if Parents want to donate to the wing. Fill in this form and it goes to IMSA. Once it becomes IMSA's property, IMSA will maintain it.

New Business

Josh Kinny gave a summery of Student Council's activities. He explained that there are four standing committees: Club Committee, Residential Life, Community-Wide, and Academic. The Residential Life Committee handles issues of Student Life. The Academic Committee sets up AP study sessions and meets with Mr. McLaren on electives for underclassmen.

Student Life Committee announced a request of \$2500 to fund the Natural Helpers Program. Forty students selected by

their classmates and five chaperones are sent to a program in April at the George Williams Campus. These students are trained in communication skills. It was decided to postpone any action regarding this program until January. There was concern expressed about PAC's finances and questions about the program.

Parent-to-Parent Forum:

No business

Announcements:

The next PAC meeting is January 19 at 10 am. Committee meetings will begin at 8:30 and 9 am. Sophomore parents are to bring the treats to the January meeting.

The book Great American Scientists written by IMSA Students is now available to buy.

The Board of Directors made a commitment to Alternative Certification of people in Science trained to teach at the high school level. There will be more in the newsletter.

The 50/50 money was \$156 (\$78 for PAC and \$78 for the winner). Winner Cheryl Widman donated back her share of the money to PAC and took the box of chocolates for her son's wing.

Adjournment

Lilia Yao moved the meeting be adjourned. Janis Fanning seconded. The meeting was adjourned at 12:10 pm.