

Illinois State University
Administrative / Professional Council

1:15-3:00 pm; Thursday, October 22, 2009
BSC Spotlight Room

MINUTES

Council Members present - Mboka Mwilambwe, Stacy Ramsey, Anjie Almeda, Teri Farr, Julie Huber, Debbie Lamb, Nikki Brauer, Melissa Moody, Erin Pearce, Michelle Schuline and Alex Skorpinski

Ex-Officio Members present – Rachel Calhoun, Len Grinstead, Larry Lyons and David Rardin

Guest: Melanie Schaafsma

Approval of minutes –October 8, 2009 minutes approved with corrections by council, motion by David Rardin with second by Stacy Ramsey

Chair's remarks – Mboka thanked A/P staff and Council members for their participation in the Homecoming parade and mentioned that the flags and snacks were a hit with the crowd. Mboka noted that VP of University Advancement, Dianne Ashby has announced her retirement, and the search for the Associate VP for Human Resources has been failed and that Al Azinger has been appointed interim and Larry Lyons has agreed to serve on the search committee again. The BOT meeting is this Friday and the groundbreaking ceremony for the childcare center will be at 1pm on that day. The VP for Finance and Planning has invited Mboka to serve on the capital budgeting and planning committee. Mboka next meets with President Bowman on 10/27/09, please forward any questions to him in advance of the meeting.

Committee/Representative Reports

- **Elections** –Anjie Almeda – elections for A/P representative to serve on the VPUA search committee will be forthcoming in the next week with a list of 5 names to President Bowman by November 6th
- **Programming** –Erin Pearce – 11/17/09 brownbag session featuring Stephanie Epp, Executive Director of Alumni Relations speaking on the Alumni Survey results – lessons learned and what can staff do with the data?
- **Academic Senate** – Ron Gifford –not present
- **Foundation** – Larry Lyons -- next board meeting 2/19/10, minutes at: <http://apcouncil.illinoisstate.edu/representatives/representation.shtml>
- **Scholarship** –Debbie Lamb –A/P scholarship recipients & their families were recognized on stage at the faculty/staff Homecoming luncheon
- **CCC** – David Rardin –letter ready for BOT meeting at end of October, topic for presentation will be the SGA President addressing MAP funding awareness

- **HR Liaison** – Len Grinstead – Len announced he has accepted a new job and his last day at the university will be October 30th. Melanie Schaafsma will be taking his place to serve as the HR liaison to the Council
- **Constitution** – Stacy Ramsey – no report
- **Awards**- Rachel Calhoun – call for nominations for Distinguished Service and Emerging Leader awards will be in the next electronic edition of the REPORT, and an email with instructions will be sent out to all A/P employees on the listserv in addition to being posted on the A/P Council website
- **Holiday Party** – Nikki Brauer – Party will be from 2-4pm on 12/6 at Horton Field House. Volunteers are needed to fill goodie bags starting at noon. Nikki to check with university legal counsel re: signing of waivers for use of inflatable items

Adjournment – Motion for adjournment by Nikki Brauer and seconded by Anjie Almeda

Next meeting – 11/12/2009 in BSC Spotlight Room