

Illinois State University  
**Administrative / Professional Council**

1:15-3:00 pm; Thursday, October 23, 2008  
Spotlight Room

**MINUTES**

**Council Members present** - Mboka Mwilambwe, Stacy Ramsey, Pam Cooper, Teri Farr, Julie Huber, Debbie Lamb, Melissa Moody, Erin Pearce, and Alex Skorpinski

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

**Approval of minutes** – October 9, 2008 minutes were approved with corrections - Motion made by Ron Gifford second by Melissa Moody.

**Chair's remarks** – Mboka noted the homecoming parade was a success and thanked those that participated. He also noted that his meeting with President Bowman is on Monday, please send questions to his attention.

**Committee/Representative Reports**

- **Elections** –Anjie Almeda - no report
- **Programming** – Erin Pearce & Julie Huber – reported that Enid Cardinal has agreed to speak on sustainability issues on November 5 at SSB 375 at 12:15. A spring brown bag announcement will also be coming. Committee also met and discussed the upcoming holiday party, which will be 12/7 from 2-4pm at Horton Field house with volunteer opportunities available. A request was made for \$300 to pay for the inflatable games and cups. Motion was made by Erin Pearce, passed by council.
- **Academic Senate** – Ron Gifford – see report at the following link: <http://www.apcouncil.ilstu.edu/representatives/representation.shtml>
- **Foundation** – Larry Lyons – no report, next meeting in November 2008
- **Scholarship** –Debbie Lamb –Debbie noted that one recipient is graduating in December, and asked if we would award the second distribution now. Motion to discuss made by Ron Gifford, second by Teri Farr. Council discussed, Debbie to talk to Financial Aid and make sure the distribution wont mess up the financial aid package of the recipient.
- **CCC** – David Rardin –BOT meeting tomorrow, topic is the university Solar Car
- **HR Liaison** – Len Grinstead – reorganization of HR staff, Len distributed quick reference guide to council members and referenced that the same document had been sent via campus mail to all staff. Len also noted that the HRIS project is ongoing with campus visits by vendors for the integrator part of the project in the upcoming week.
- **Constitution** – Stacy Ramsey – ongoing, no current update

- **Awards**- Rachel Calhoun – new/updated plaque is on the wall at the BSC. Call for nominations for Distinguished Service Award nominees and Emerging Leader Award nominees will be coming in near future. PDF application will be posted on A/P Council website at:  
[http://www.apcouncil.ilstu.edu/awards/distinguished\\_service.shtml](http://www.apcouncil.ilstu.edu/awards/distinguished_service.shtml)
- **Business/Discussion Items:**
  - Banner for Homecoming Parade – will need to order new banner for next year, white color scheme without the 150<sup>th</sup> logo on it
  - A/P survey will remain open for another week and Mboka will include a reminder in his next A/P staff email discussion of final results at next meeting.
  - Potential brown bag topics for future:
    - Financial crisis on higher education – some students may not be able to return in spring semester due to economic crisis facing the country
    - IL Latino Council on higher education will be meeting on campus, perhaps an opportunity to invite them to present recruitment and retention issues to a larger audience
- **Adjournment** – Motion for adjournment by Ron Gifford and seconded by Debbie Lamb
- **Next meeting** – 11/13/08 in the BSC Spotlight Room