

Illinois State University
Administrative / Professional Council

1:15-3:00 pm; Thursday, October 28, 2010
Spotlight Room – Bone Student Center

MINUTES

Council Members present - Stacy Ramsey, Teri Farr, Anjie Almeda, Nikki Brauer, Pam Cooper, Binoy Edathiparambil, Ron Gifford, Ryan Gray, Julie Huber, Debbie Lamb, Melissa Moody, Soemer Simmons, and Alex Skorpinski

Ex-Officio Members present – Rachel Calhoun, Larry Lyons, and Jennifer Frobish

Approval of minutes –October 14, 2010 minutes were approved, motion by Debbie Lamb, second by Pam Cooper

Chair's remarks – Stacy told Council members that over \$2500 has been pledged / received toward the AP Scholarship and reminded Council members to fill out their Gladly We Give pledge cards if they have not yet participated. She will send thank you notes to contributing individuals. Stacy's last meeting with President Bowman was cancelled, next meeting is 11/17, please forward potential agenda items. Stacy reported that the homecoming parade went well and thanked Council members for their participation, noting that the Civil Service Council expressed their appreciation as well. Stacy told Council members that Erin Pearce had recommended that Steve Klay look over the proposed constitution and provide feedback for the Council as well.

Committee/Representative Reports

- **Academic Senate** –Brian Huonker was not present. Academic Senate meeting notes can be referenced at:
<http://apcouncil.illinoisstate.edu/representatives/representation.shtml>
- **AP Column** – Ryan Gray – article for next REPORT was sent
- **Elections** –Anjie Almeda – no report
- **Programming** –Julie Huber – November 18th Brown Bag re: Master Plan for BSC/Braden Auditorium. Julie motioned for up to \$400 for inflatable bouncy house and drink cups for the Children's Holiday Party, second by Pam Cooper. Council approved.
- **Foundation** – Larry Lyons – October 15th meeting - Minutes can be referenced at:
<http://apcouncil.illinoisstate.edu/representatives/representation.shtml>
- **Scholarship** –Debbie Lamb –no report
- **CCC** –Jennifer Frobish passed out letter given to BOT; discussed coffee hour which featured Alumni Relations and UMC presenting the new magazine format and masthead
- **HR Liaison** – Megan Prentice – not present
- **Awards**- Rachel Calhoun – formal call for nominations for AP Distinguished Service and Emerging Leader Awards will be in next REPORT, website is updated and deadline for nominations is December 15th, 2010.

Business/Discussion Items –

- **Social** –Friday, October 29th, November 19th, December 17th at 5pm at Medici
- **HR Liaison** – Civil Service Council has two HR reps that rotate attending meetings, should the AP Council follow the same format? After much discussion, recommendation was made for Stacy to talk with AVP Khris Clevenger to determine who should attend AP Council meetings as the AP constitution states this position will be appointed by the AVP from Human Resources.
- **Elections** – Council continued discussion on elections process for recommendation of AP staff for search committees. Council members discussed changing the current process to:
 - Elections administrator will request appropriate list from Human Resources
 - Email requesting statement of interest and confirmation of availability for the search process from those on the list
 - Council members also can call AP employees from the list and check for interest in serving
 - Council Members will decide what names are submitted for considerationStacy will talk with President Bowman regarding timelines of upcoming searches

Adjournment – Motion to adjourn by Ryan Gray, second by Soemer Simmons

Next meeting – November 11, 2010 in Student Services Building – Room 314

Guests: Chuck Scott and Julie North will be our guest to discuss parking and space allocation.