

ILLINOIS STATE UNIVERSITY
Administrative/Professional Council Meeting
November 17, 2005
Spotlight Room, Bone Student Center

Council members present: Donna Banner, Mike Baum, Nikki Brauer, Kim Hays, Steve Klay, Mindy Mangialardi, Rick Olshak, Sally Pyne, Jess Ray, Amy Roser, Annette States Levitt, Mark Vegter

Ex-officio members present: Paul Jarvis, Kaye Johnson, Larry Lyons, Mboka Mwilambwe, Maureen Smith

Approval of minutes

The Council approved the minutes of the October 27 meeting, as submitted. Minutes of meetings are available on the Council Web site, <http://www.apcouncil.ilstu.edu/>.

Chair's Remarks – Mindy Mangialardi

Mangialardi shared the following remarks from her regular meeting with President Bowman:

- Dr. Bowman is aware of and monitoring the concerns raised over the proposed changes to Campus Dining Services meal plans.
- Alumni Relations is focusing on ways to improve alumni giving, which statistically, has been very low

Mangialardi also shared that she had been contacted by an A/P staff member who is on a date definite contract. The staff member was voicing concerns over the issues related to this status. Mangialardi will have Associate Vice President for Human Resources, Ira Schoenwald, address this when he attends the Council meeting in December.

Mangialardi was also contacted on behalf of the President about providing a list of names of A/P staff who would be willing to serve on the Team Excellence Award selection committee. A list of names was generated to forward to the President.

HR Liaison Remarks – Kaye Johnson

Johnson reported that the Council's new liaison, Julie Jenson, will begin that role at the next Council meeting. Mangialardi expressed the Council's appreciation for Johnson's work and advocacy for the Council.

Academic Senate – Mboka Mwilambwe

Mwilambwe shared that President Bowman had signed the Administrator Selection Policy as submitted by the Senate.

The Council discussed the proposed mid-year salary increases for faculty. These increases are based upon benchmarking comparison studies. The Council has expressed concerns that the same studies have not been completed for A/P staff. Deb Smitley will be invited to the next Council meeting so that these concerns might be addressed. Ira Schoenwald has already been scheduled to attend the same meeting and will be invited to participate in this discussion.

Foundation Report – Larry Lyons

Lyons provided a report from the November 5 Foundation Board meeting.

Special Report:

Dick Runner presented information on the master planning that has occurred to date regarding the Gregory Street property.

President's Remarks:

The President provided interesting matriculation data. Over the last 10 years admitted students choosing to attend other institutions are now choosing Illinois, Indiana and Iowa.

Applications received to date continue to be strong in numbers and qualifications. The Campus is monitoring the naming rights legislation as it progresses through the General Assembly. He does not believe it should cause any problems in its current form. Faculty and staff salaries continue to be a priority particularly at the full and assoc Prof levels.

Executive Director's Report:

The Foundation staff is undergoing reorganization to streamline internal operations, Donor records and donor communications. They continue to operate in a "quiet" campaign mode.

Treasurer's Report:

The FY 05 year end budget was reviewed with expenditures similar to previous years. YTD FY 06 expenditures are within normal limits. Seed money was transferred for the Olamide scholarship.

Committee Reports:

The Strategic Planning committee presented its recommendations on Board re-organization. The emphasis was on securing, orienting, training, evaluating board members to make them more involved and accountable. The Executive Committee will take on more duties including strategic planning.

The Investment Committee is managing assets in excess of \$55 million dollars which is the most ever. Invested funds are hitting projected benchmarks. The committee expects improvements in the last quarter.

The Constitution Committee presented proposed changes to the constitution which were housekeeping in nature.

All other committee reports were routine.

The LLC has been formed to provide options on real estate transactions. 4 potential projects have been discussed but none have progressed past the discussion stage.

Old Business and New Business:

None

The next meeting is scheduled for April 1, 2006.

150th Anniversary Celebration Steering Committee – Kris Harding

Harding provided the following notes from the September 29 meeting of the steering committee.

Young called meeting to order at 10:00 a.m. and discussed changes in plans as a result of President's Cabinet meeting decisions:

- no fundraising for landmark or physical structure – fundraising will be for Sesquicentennial Scholars
- in addition to commissioned music piece – committee has been formed to run contest for new university song
- special edition calendar will be produced for sale
- Department of Athletics will formulate plan for their part in celebration
- Homecoming will be upscaled
- alum of Art Department will donate glass sculpture
- committee on grounds should formulate plan for special look for grounds and facilities
- no presidential mace will be created

VP Ashby has requested all plans and budgets be finalized by December 1. In light of Young's retirement, Ashby has contracted with Carol Struck on part-time basis to chair steering committee from February '06 thru June '08. Julie Barnhill will be vice-chair.

Young distributed new roster and noted new members Marian Hampton, Amy Irving and Mike Schermer. Young announced new committee chaired by Dan Goebel, charged with developing exhibit that will set exposure throughout state and could be used by departments, students, alumni, etc.

Young stated chairs need to work on strategic plans and help develop list of services that will be available to campus during 150th celebration. Young stated budget generally is 1/3 sponsorships, 1/3 150th budget, and 1/3 income from already existing events.

Committee Reports

Sesquicentennial Speakers – Tucker reported first contract signed with Robert Kennedy, Jr. We just received contracts from Robert Ballard and Naomi Judd and should have two more negotiated contracts by next week. Plan is for 10 speakers from February '07 – February '08. Discussion occurred regarding possibility of black tie – exclusive evening event for \$100/ticket. Young stated she liked the idea of starting off with historical speaker and ending with futuristic speaker. Tucker stated all speakers were expected to have classroom time, social event, press conference, and dinner at university residence. The plan is for all speakers to be free to public; some may have to be ticketed but no charge. Young stated there are potential funds through Fell Trust, Sage Trust and Stevenson Lecture Series for speakers.

Music – Young stated composer David Maslanka has been commissioned for music piece. Barb Dallinger will be developing text for narration which will be cornerstone and emotional part of composition.

Marketing – Committee needs to invent specifications to manage marketing budget based on real live dollars. Plan is to take each piece or unit (cocktail table book, speaker program, Freed's book, etc.) and compile a list of things that can be used for marketing and then figure the cost.

Aaron stated timeline has been drafted and oral histories are still planned but no work has been done yet.

Discussion regarding coffee table book focused on how many, how much, need for separate internal price for large orders by departments or alumni. Aaron stressed need for solid number by July '06 for deliver November '06.

Media – Young stated Groves has drafted a media plan and submitted estimated budget. Groves and Barnhill working on details for Illinois State Historical Society to bring their annual meeting to campus. Barnhill stated potential date is weekend following Founders Day 2007.

Sponsorships – Young reported committee is looking at natural kinds of sponsorships such as St. Frances, St. Joseph, and BroMenn for speaker Naomi Judd. Bordner will look at top 25 vendors to University, and Coke, Pepsi, IBM, Dell, etc. for sponsorships. Young expressed importance of keeping sponsorships separate from private fund raising.

Student Involvement – Schermer just had meeting to get up-to-date with Dean of Students. His plan is to work with Beckie Hughes to incorporate 150th in any regularly scheduled events they discussed possibility of 150th buck idea where students are awarded prize for attending events. Schermer stated important to focus on a few major programs. Discussion ensued regarding “Redbirds on Parade.” Todd explained the process and stressed that it is a large, time-consuming project. Todd and Young will discuss further.

Alumni – Todd reported that Alumni Board was discussing several ideas (give-aways, collectible items, torch run activity, homecoming, birthday in a box events). Meeting scheduled for October 25 for decision on what they are going to be involved in and budget.

Exhibits – Goebel is researching and compiling list of possible venues for exhibit throughout state. Discussion focused on availability of tent, display board, how to staff exhibit, what to include in exhibit.

Publications – Cowdery shared logos with tag line of “Where Heritage Meets Vision” and new letterhead with 150th logo. Letterhead, banners, publications will be available for use in Fall '06. Schermer suggested checking into special postmark to use February '07 – February '08.

Kickoff & Conclusion Events – Barnhill inquired about speaker McCullough's contract – whether day or night event. Barnhill asked who was responsible for facilitating speakers. Tucker stated each college to facilitate speakers. Barnhill and Tucker will discuss facilitation further.

Other - Young reported that Freed retired on 6/30/05 and was hard at work on the history book. She also asked Committee members to think about involvement of past presidents as honorary chairs, i.e. when and what they would be asked to do.

Next meeting scheduled for March 23, 2006, at 10:30 – noon in Spotlight Room, BSC.

Meeting adjourned at 11:45.

Committee Reports

Scholarship

Mangialardi reported that Donna Banner had volunteered to begin efforts to implement an A/P Council scholarship program, similar to that sponsored by the Civil Service Council. Maureen Smith and Kim Hays also volunteered to serve on this committee.

Brown Bag Series

The committee (Nikki Brauer, Kim Hays, and Steve Klay) has not yet met, but there was discussion about possible guests for the sessions. It was decided to invite President Bowman and Dean of Students, Jan Paterson. The third session will be conducted in a “town meeting” format.

Business

Holiday Party

The annual party, sponsored by the Civil Service Council and the A/P Council, will be held on Saturday, December 3, at 10 a.m., in the Horton South Gym. Volunteers are needed to help with set-up and clean-up. Items are also needed for the "goodie bags" that will be given to the children.

Adjournment

The Council adjourned at 2:40 p.m. Moved and seconded by Sally Pyne and Kim Hays, respectively.

Respectfully submitted,

Steven Klay, Secretary

Future 2005-06 Meetings

All meetings will begin at 1:15 p.m., and take place in the Spotlight Room in the Bone Student Center. Locations for the 2006 meetings have yet to be determined.

December 15

January 12

January 26

February 9

February 23

March 9

March 23

April 13

April 27

May 11

May 25

June 8

June 22

July 13

July 27

August 10

August 24