

Illinois State University
Administrative/Professional Council
1:15 – 3:00 pm; Thursday, December 8, 2016
Spotlight Room, BSC

AGENDA

Attendance: Heidi Verticchio, Ron Gifford, Rachel Kobus, Christine Bruckner, Tera Hjalmsquist, Hope Fine, Rachel Caracci, Zach McDowell, Susan Woollen, Jamie Neville, Greg Diller, Hannah Mesouani, Nikki Brauer
Excused absence: Melanie

- I. Guest Speaker: Vice President LJ: Six months in and very excited to be wrapping up first semester. Areas that student affairs is currently working on/main focuses: reorganized SA dept and developed clusters with leadership moving around departments with some mergers such as campus dining and bone; leadership development for students, specifically Greek Life and building this community up. A Greek Life task force has been created and will begin work 2nd semester, Campus Climate and diversity is another focus with the Climate Task Force with Student Affairs being a major player in developing recommendations for the campus climate and what does it mean to be a Redbird. With this is a separate group will be created to develop events to address any anxieties, angst, and unrest around social change/justice issues. This group will provide recommendations to the Campus Climate task force. Safety of students is another strong area of focus and educating student on bystander training and how to help each other out. Also with this, prevention and making smart, healthy decisions. Campus housing management and varied options for variety students including an increase of beds for buns this includes an RFP being created for a long term master plan for building more housing options and revamping current housing.
Council member had a questioned the opportunity about creating a food bank on campus for students and if Student Affairs has been thinking about this. LJ let us know that this is something he is familiar with and invites the conversation to see the feasibility of creating a food bank or food resource on campus verses sending students off campus. More opportunities for collaboration needs to be established along with larger, open communication tracks so information and ideas can be shared.
- II. Review of Agenda
- III. Approval of Minutes all approved
- IV. Chair Remarks – Ron Gifford AP council is going to invite Assistant to the President, Brent Patterson to speak regarding International Pathway Partnership to speak to AP council. Dec. 22nd AP council meeting will be canceled. Tara will now also be leaving ISU and headed to great things in CA. She will be replaced at next election. Giving Tuesday was awesome and Ron thanked everyone involved.
- V. Treasurer's Report: \$33 left in commodities and \$843.05 in contractual. Heidi will be following up on the payment for the Awards printing costs.
- VI. Committee/Representative Reports
 - a. HR Updates – Melanie Schaafsma not in attendance; Ron has encouraged council to come up with questions for Melanie regarding the Fair Labor Standards Act that is now on hold
 - b. Academic Senate – Nikki Brauer Senate met last night; there was a Sense of the Senate resolution around reconfirming a commitment to diversity and inclusion on campus. Nikki will send out, there still needs to be some tweaks to this document.
 - c. Campus Communications Committee –Heidi Verticchio no report, will meet after we come back
 - d. Foundation – Christine Buckner no report
 - e. Awards – Rachel Caracci
 - i. Update in selection Distinguished Service and Emerging Leaders have been chosen and will be shared with Ron and nominators

- ii. Espirit De Corps award needs to be chosen
 - 1. Narry Kim: Stephanie Duquenne made a motion to nominate Narry , Nikki 2nd, Council approved

f. Elections – Greg Diller

- i. Send Ron an email if you are interested in being the Election Chair as Greg is stepping down

g. Programming – Stephanie Duquenne

Children’s holiday party update total of 488 kids in attendance which includes 14 walk-ins and 167 no-shows (82 families that signed up and then didn’t show).

The breakdown of the type of attendees is as follows:

- 37 – AP
- 1 – AP/Faculty
- 109 – Civil Service
- 1 – Civil Service/Faculty
- 69 – Faculty
- 2 – Faculty/Retiree
- 1 – Faculty/Student
- 9 – Retirees
- 3 – Students

For everyone who responded:

- 49 – AP
- 1 – AP/Faculty
- 148 – Civil Service
- 1 – Civil Service/Faculty
- 1 – Civil Service/Student
- 96 – Faculty
- 2 – Faculty/Retiree
- 1 – Faculty/Student
- 11 – Retirees
- 3 – Students

- i. Save the date for Socials 4:30pm unless stated otherwise 12/16 Swingers-Festive Holiday Attire contest; 1/27 Maggies; 2/24 Firehouse; 3/31 Cheeks; 4/28 Western Tab and May 19th Pub II
 - a. \$59 were raised at the December social for Children’s home and aid
- ii. Brown Bag updates Women and Gender Studies rep contacted: Tara will send Stephanie contact info
- iii. Service Opportunities-Christine
 - 1. Holiday service project WJBC brotherhood tree is still excepting new toys by 12/14; Children’s Home and Aid are looking for people to adopt a family; Toys for Tots is another idea; Santa Station still looking for elfs and Mrs. Clause. Christine will send these opportunities out. AP will take out adopting a family.

h. Communications—Rachel Kobus

- i. Communication contact changes New contact in IT: Zach
- ii. Stats: Spotlight post has over 220 reads and 78 Facebook shares since November 22. Reach over 233 on Facebook. Social reached of 280 on Facebook.
- iii. Next A/P Spotlight: send ideas of who we would like to future next month

i. Scholarship – Heidi Verticchio: No report

VII. New business

VIII. Adjournment Nikki first, Rachel K. 2nd, all approved

NOTE: If you cannot attend the meeting, please contact Ron at 8-8298 or rmgiff@IllinoisState.edu