

Illinois State University
Administrative/Professional Council

1:15-3:00 pm; Thursday, December 12, 2013
Spotlight Room, Bone Student Center

MINUTES

Council Members present –Stephanie Duquette, Ken Fansler, Megan Koch, Debbie Lamb, Becky Mentzer, Matthew Murray, Stacey Mwilambwe, Stacy Ramsey, Maureen Roach, Soemer Simmons, Alex Skorpinski, Beth Snyder, Emily Vigneri, Hurdylyn Woods

Approval of minutes-Minutes from November 14, 2013 approved; Motion by Stacy Ramsey, second by Stacey Mwilambwe.

Chair's Remarks:

- Chair Skorpinski discussed the use of the AP listserv and the option of limiting the amount of emails being sent to employees.

Business Discussion Items:

- **Earnings from Krispy Kreme sale:**
 - Gross \$640, Net \$347.50, Per Council \$173.75
- **Executive Board/Constitution Update:**
 - Discussed the possibility of creating a treasurer position. A draft for the position description will be created. The Council is responsible for deciding if something is a substantive change to the Constitution. The Council will vote to approve it at our next meeting. The Council will fill the position at our next election in spring 2014. A treasurer committee was formed at our meeting and members include Debbie Lamb, Hurdylyn Woods, Stacey Mwilambwe, and Megan Koch.
- **Position Descriptions:**
 - Have been updated and will be distributed at our next meeting. Vote to approve the changes at our next meeting.

Committee/Representative Reports

- **Human Resources**–Melanie Schaafsma–FY14 AP appointment notifications distributed to employees in email by early January.
- **Academic Senate** –Soemer Simmons–A report from the past two Academic Senate meetings is attached.
- **Awards**–Beth Snyder–Need to vote for the Esprit de Corps award winner. Council will send their vote to Beth via email.
- **Foundation**–Beth Snyder–Ewing continues to be a priority and a task force has been created for exploring problems and viable solutions. Planning for the University's next capital campaign will escalate in 2014.
- **Campus Communications Committee**–Matthew Murray–no report.
- **Communications** – Emily Vigneri–no report

- **Elections** –Becky Mentzer–no report
- **Grievance**-Nikki Brauer–no report
- **Programming** –Nikki Brauer–Holiday Party moving was a success.
- **Scholarship**–Debbie Lamb–Debbie will check the GPA of current scholarship recipients and submit paperwork for renewable aid.

Adjournment – motion by Soemer Simmons; seconded by Debbie Lamb.

Next meetings – 1:15-3pm

January 23, Spotlight Room

Socials –The Council will discuss socials for spring 2014 at our next meeting.