

ILLINOIS STATE UNIVERSITY
Administrative/Professional Council Meeting
January 12, 2006
Spotlight Room, Bone Student Center

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

Ex-officio members present: Paul Jarvis, Julie Jenson

Approval of minutes

The Council approved the minutes of the December 15 meeting, as submitted. Minutes of meetings are available on the Council Web site, <http://www.apcouncil.ilstu.edu/>.

Chair's Remarks – Mindy Mangialardi

- With Sally Pyne's resignation from the Council, Pam Cooper has been appointed to fulfill the remainder of her term. Pam will serve through July 2006. Welcome, Pam!
- In addition, Annette States Levitt has resigned from her role as Vice Chair of the Council. Jess Ray has agreed to take over these responsibilities. Thank you, Jess!

HR Liaison Remarks – Julie Jenson

Jenson had no formal report, but there was some discussion as to what the Council would like to have included in future reports.

Committee Reports

Brown Bags – Steve Klay, Nikki Brauer, & Kim Hays

The committee is still working on details for these sessions, pursuing the following schedule:

February – session with President Bowman

March – session with Dean of Students, Jan Paterson

April – town meeting format

All of the sessions will take place in room 375 of the Student Services Building, and will run from noon to 1:15 pm. The committee continues to work on marketing plans, and lunch options through McAllister's. Expenses will be incurred through printing and refreshments. Flyers will be printed and distributed to all A/P staff, and drinks and cookies will be provided at each session. A motion was made and seconded by Paul Jarvis and Rick Olshak, respectively, to cover these expenses. Motion was passed. Marketing materials will be distributed as soon as the schedule is set.

Communications – Rick Olshak

The A/P staff informational survey is ready to go. We are exploring the option of being able to send the link to staff via E-mail. Once sent, the link will be active for two weeks. It is hoped that the E-mail could go out on January 23.

Business

Elections

The A/P Council election process will need to begin soon. Plans are to continue with online elections. Steve Klay continues to serve on this committee, but a replacement needs to be found for Annette State Levitt. A motion was made and seconded by Mike Baum and Amy Roser, respectively, to appoint Rick Olshak to this committee. Motion was passed.

There was some discussion about concerns from the past of how and where potential candidates are listed on the ballot. Staff are typically listed within the unit from which they are paid, which is not always the most accurate representation. The Council questioned as to whether HR might be able to help develop a more accurate listing. The committee will look into this issue as they prepare for the elections.

Follow up to last meeting's discussion with Deb Smitley and Ira Schoenwald

Council members participated in a discussion regarding their thoughts regarding what was shared at the last meeting concerning A/P staff's inclusion in the mid-year salary increases. It is clear that concerns still remain. We were asked to provide A/P representatives to work with Deb Smitley with the salary comparison research that remains to be done for A/P staff. It was determined that Mindy Mangialardi and Mark Vegter would serve in that role. They will continue to address the issues that have been raised.

Adjournment

The Council adjourned at 2:45 p.m. Moved and seconded by Mike Baum and Amy Roser, respectively.

Respectfully submitted,

Steven Klay, Secretary

Future 2006 Meetings

All meetings will begin at 1:15 p.m.

February 9	Spotlight Room, Bone Student Center
February 23	SSB 314
March 9	Spotlight Room, Bone Student Center
March 23	SSB 314
April 13	Spotlight Room, Bone Student Center
April 27	SSB 314
May 11	Spotlight Room, Bone Student Center
May 25	Spotlight Room, Bone Student Center
June 8	Spotlight Room, Bone Student Center
June 22	SSB 314
July 13	Spotlight Room, Bone Student Center
July 27	SSB 314
August 10	Spotlight Room, Bone Student Center
August 24	Spotlight Room, Bone Student Center