

Illinois State University
Administrative/Professional Council
1:15 – 3:00 pm; Thursday, March 22, 2018
Kasten Board Room, Alumni Center

AGENDA

Attendance: Ron Giffard, Rachel Kobus, Rachel Carracci, Amanda Papinchock, Susan Woollen, Jamie Neville, Hope Fine, Kris Harding, Elizabeth Chupp, Christine Bruckner, Amelia Noel-Elkins and Melanie Schaafsma

Excused Absence: Zach McDowell

- Review of Agenda
- Approval of Minutes-**Feb. 22nd and March 8th were approved first by whole council**
- Chair Remarks – Ron Giffard-**will meet with the President next week. Please send any comments or questions to Ron**
- Treasurer’s Report-Heidi Verticchio: **No change**
- Committee/Representative Reports
 - HR - Melanie Schaafsma-**are there 2 or 3 volunteers who would be willing to tests ipeople-Heidi, Nikki, Kris, Amanda, Susan, Jamie. Liz Chupp and Christine. Amanda Brown is now the new AP employee consultant. Melanie has submitted an email to IT regarding non required AP reviews.**
 - Academic Senate – Amelia Noel-Elkins- **Senate will now be on a little off schedule and will be meeting on the off weeks that AP council meets; 3.12.3 Search Committee Policy which refers to all academic affairs administrations other than dep/chairs/directors hiring: three motions to remove language that is in the policy now that hinders representation from civil service and ap reps on search committees. A draft letter is now being composed and will be shared with Council once it is completed. Next thing that will be put forth will to expand the AP and Civil Service reps on the Senate from 1 to 2.**
 - Campus Communications Committee – Liz Chupp-**no report**
 - Foundation – Christine Buckner-**minutes from last meeting were sent to council**
 - Awards – Rachel Caracci/Hope Fine-**no report**
 - Elections – Jamie Neville-**nominations will begin the first part of April (April 2-13) Voting will be the 16th-20th**
 - Programming – Stephanie Duquenne
 - Spring 2018 Socials: Moved back to Fridays
 - March 23rd (moved up due to Good Friday)-8Bit
 - April 27th- Maguires
 - May 25th- HyVee Market Grill
 - June 29th- Pub II
 - July 27th- Hyatt patio
 - Service Opportunities –Christine
 - Bring it Back to Normal-April 14th
 - Midwest Food Bank-**8 or 9 have signed up but we need 10 to 15, Christine will verify**
 - Brown Bag-Steph-
 - Hort Center tour-Spring

- May we will want to on board the new members
- Future ideas:
 - CS Council reached out to see if we want to help them out with their Spring Drive which will collect items for Project Oz. I have attached Hayley's email.
 - Review of A/P Council's Formstack forms
 - F/S night at a men's or women's bball game-have a ticket special in upper bowl and maybe a special giveaway
- Scholarship – Heidi Verticchio-Applications will be due June 8th; Heidi is working on updating form
- Communication – Rachel Kobus-Newsletter went out this month; Try to remember to grab photos at AP events
- New business-we have 450 bags left over from HC parade 2017; we do need to order about 550 additional bags for 2018. Rachel would like to ask the Council for \$650.00. There was a motion to approve, Amelia 2nd and all approved.
 - We need to make sure we have a sign at all Faculty and Staff Social
 - The INTO contract was signed today and HR is working on the posting of 8 AP positions that will work with INTO
- Adjournment Stephanie motioned to adjourn, Rachel Kobus 2nd all accepted

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