

**ILLINOIS STATE UNIVERSITY**  
**Administrative/Professional Council Meeting**  
**April 13, 2006**  
**Spotlight Room, Bone Student Center**

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

**Ex-officio members present:** Paul Jarvis, Larry Lyons, Maureen Smith

**Approval of minutes**

The Council approved the minutes of the March 9 meeting, as submitted. Minutes of meetings are available on the Council Web site, <http://www.apcouncil.ilstu.edu/>.

**Chair's Remarks** – Mindy Mangialardi

- The funds for the A/P salary enhancements are being transferred this month to directors/Vice Presidents for distribution. Any payments will be retroactive to January. Note: There were some questions from the Council related to how many employees received recommendations for increases, and the total amount of funds made available for the increases in this phase. Mangialardi will follow up on those questions. There was also some discussion regarding the salary benchmarking process that resulted in these enhancements.

**HR Liaison Remarks** – Julie Jenson

No report.

**Committee Reports**

**Foundation** – Larry Lyons

Lyons attended the Board meeting on April 1, 2006 at the Kaufman Football Building, and provided the following report:

**President's Remarks:**

The President provided an update on the Admissions cycle. Applications, average ACT, diversity and confirmation of attendance rates are all up. The Fall, 2006 applications are being received at a rate of 4 apps per available seat. Presidential Scholars apps have an average ACT of 30. Those receiving offers have an average ACT of 32. The campus is looking to enroll 3,200 freshman. He also gave an update of the recent BoT action relative to the bond issue.

**Executive Director's Report:**

Development continues to work with Alumni Services to improve alumni annual giving. Development staff has scheduled campus wide tours to become more familiar with campus facilities and facility needs. Work continues on the ONE implementation to improve the Development database. 150 Anniversary Celebration planning has begun. Improved endowment internal and external reporting is moving forward.

**Committee Reports:**

The Investment Committee report included a presentation by Crissie Tewell, Managing Director of the Commonfund. Portfolio evaluation, asset allocation and diversification were discussed. An analysis of benchmark and top performing educational institutions was provided. The Illinois State portfolio is performing slightly above average with the goal to move into the upper quartile.

All other committee reports were routine.

Ewing Advisory Committee:

Rebecca Landau provided information and documents related to the Genevieve Green Gardens at Ewing Manor. This phased project will rebuild the infrastructure (walkways, lighting, grading of lawns, fencing, etc) of the Ewing property, add a Pavilion to the north lawn, improve teaching space and build area gardens. The Green gift also includes a maintenance endowment for future upkeep.

Old Business and New Business:

None

The next meeting is scheduled for June 3, 2006.

**Elections** – Rick Olshak and Steve Klay

The nomination period has closed and nominations have been received for all positions. All candidates will be provided the opportunity to provide an optional statement to be included on the website. Voting will take place through the iCampus portal, May 1 – 4. An email reminder will be sent to all A/P staff.

There was some discussion related to the Grievance Panel, and its relationship to the Council, as well as to the appointment of the Grievance Panel Administrator. Chairperson Mangialardi will be following up with Ira Schoenwald related to these issues.

**Scholarship** – Donna Banner

The committee is preparing a letter to be sent to the Foundation Board with a proposal for the scholarship program. The proposal will first be considered by a budget committee and then referred to the full Board. Our scholarship program will not necessarily be a “carbon copy” of the Civil Service Council’s program, as we are exploring different options of awards.

**PeopleAdmin** – Jess Ray

Beginning May 1, student employee hiring will become part of the PeopleAdmin process. A user group meeting occurred earlier today to introduce the system and allow for questions. Only undergraduate student positions (no graduate assistantships) will be included in the process at this time.

**Business**

**Brown Bag Series**

The third session in the series took place today, and was a town meeting format, facilitated by Council Chair, Mindy Mangialardi. Participants were able to ask questions of the Council. Some information shared and questions posed included:

- Results of the A/P constituent survey were shared; specifics will be posted on the A/P Council website, with updates as issues are addressed
- An update was provided on the progress of the salary enhancement process

- It was announced that a Council committee is looking into the possibility of developing an A/P Council scholarship program, similar to the one sponsored through the Civil Service Council.
- There were some questions/discussion related to the current issues related to state pension plans. Many people are not aware of how this may impact them personally, particularly related to their benefits. Is the Council taking any type of advocacy role in this matter?
- It was asked how our Council compares to similar representative groups at institutions around the state, particularly when it comes to the role they may play in bargaining and negotiating on behalf of their constituency group.
- How has the hiring freeze impacted the numbers of A/P staff in comparison to faculty and civil service numbers? Has there been any kind of official analysis conducted?
- What is the status of childcare opportunities for faculty and staff? This was one of the initiatives during the capital campaign. Has any progress been made? How is the money that has been earmarked for this being used?

The Council will be looking into these and other issues, as they arise, and will attempt to keep A/P staff abreast of any progress through the Council website.

The Council felt that the town meeting format was effective, and discussed the possibility of holding a similar meeting each semester. It was also agreed that the Brown Bag series itself was successful, and should be recommended to next year's Council for continuance.

There was also some discussion concerning the Council's role within shared governance, but also as advocates for A/P staff concerns and issues. Of particular interest was the future of the state pension plans. It was recommended that the Council make a point of addressing this issue and providing learning opportunities in the future.

### **Adjournment**

The Council adjourned at 2:50 p.m. Moved and seconded by Amy Roser and Jess Ray, respectively.

Respectfully submitted,

Steven Klay, Secretary

### **Future 2006 Meetings**

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

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|-----------|-------------------------------------|
| 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 |