

Illinois State University  
**Administrative / Professional Council**

1:15-3:00 pm; Thursday, May 10, 2012  
Spotlight Room, Bone Student Center

**MINUTES**

**Council Members present** - Stacy Ramsey, Teri Farr, Anjie Almeda, Rebecca Baker, Nikki Brauer, Ron Gifford, Ryan Gray, Debbie Lamb, Dane Ward, Soemer Simmons, and Alex Skorpinski

**Ex-Officio Members present** – Rachel Calhoun, Jennifer Frobish, and Derek Story

**Approval of minutes** –approval of April 26, 2012 minutes were approved with corrections, motion by Nikki Brauer, second by Debbie Lamb

**Chair’s remarks** –Stacy will meet with President Bowman next Thursday, asked Council members for potential topics to discuss. Council recommended the following: is the University still on track for minimal raises, parking fee increases (deck fees increased \$100 – what is the comparison to other state schools?), use of buildings in south campus – will they be repurposed or decommissioned, benefits update? Please email Stacy any additional topics/questions. Stacy sent President Bowman a thank you for his time at the last AP brown bag. He commented that he appreciates the questions posed and feedback from those present.

**Committee/Representative Reports**

- **Academic Senate** —minutes can be accessed at:  
<http://apcouncil.illinoisstate.edu/representatives/representation.shtml>  
A new representative will need to be selected as Brian Huonker is unable to continue to fill this role for the Council. Please send recommendations to Stacy.
- **Communications** – Alex Skorpinski & Ryan Gray– Our last column has been submitted to the REPORT for this year.
- **Elections** – Anjie Almeda –Outgoing members (Pam, Teri, Rachel, Ryan and Larry) will need to put together the slate for Chair, Vice Chair and Secretary for the next year. Orientation will be provided for incoming members, with mentors assigned to them and invitation to participate in summer committee/project work as well. Alex was asked to provide metrics on the elections in the next meeting. Items discussed include the reminder during the voting timeline (which was favorably received), and to build interest and participation in the AP Council during the year rather than only during the election process in March. Follow up with attendees to the social is another opportunity for engagement/participation in the Council.
- **Programming** –Nikki Brauer – no report
- **Foundation** – Larry Lyons – minutes can be accessed at:  
<http://apcouncil.illinoisstate.edu/representatives/representation.shtml>

- **Scholarship** –Debbie Lamb –committee (Debbie, Rachel, Ron, Dane and Maureen Smith) will meet soon. Application updated and is ready to go on AP website, will also post on Facebook and the listserv. Balance available for scholarships is \$6600.
- **CCC** – Jennifer Frobish – next BOT meeting is May 11<sup>th</sup>. Student counseling and the CIRT team will be featured at the coffee hour prior to the meeting. Additional items on the agenda include the tuition increase and the purchase of Weaver’s.
- **HR Liaison** – Derek Story -- Vendor information will be available as it is released at <http://hr.ilstu.edu>. HR will link to CMS updates – watch the website for upcoming/updated information and will contact employees when to make selections. Annual grievance panel member training at HR will be held in the summer and fall.
- Suggestion was made for Council to add this into the language for the election process to know expectations of serving.
- **Awards**- Rachel Calhoun –no report

**Business/Discussion Items –**

- Summer meeting schedules with a project/subject focus.
  - Frequency – proposal to change to one meeting per month during summer and use other date for working group. Email updates to entire Council on set dates as per previously scheduled meetings. Newly elected members would be invited to join a work group and attend summer meetings.
  - Topics for work groups – Stacy will send email, looking for chairs of each:
    - Who are we? What is our purpose?
    - Constitution
    - Social Ideas
    - Programming Ideas (Brown Bags); Professional Development
    - Grievance Panel Analysis
    - Position Descriptions
    - Survey
    - Outreach to campus – breaking down silos

**Adjournment** – motion by Rebecca Baker, Second by Ron Gifford

**Next meetings – 1:15-3pm**

- May 24<sup>th</sup> – Spotlight Room
- June 14<sup>th</sup> - Spotlight Room -- cancelled
- June 28<sup>th</sup> - Spotlight Room
- July 12<sup>th</sup>- Spotlight Room - cancelled
- July 26<sup>th</sup>- SSB 314
- August 9<sup>th</sup> - Spotlight Room
- August 23<sup>rd</sup> - Spotlight Room

**Socials – 5pm see website/Facebook for specific locations**

- Thursday - May 24<sup>th</sup>....  
Swingers
- Friday – June 29<sup>th</sup>
- Friday – July 27<sup>th</sup>
- Friday – August 31<sup>st</sup>