

ILLINOIS STATE UNIVERSITY  
Administrative/Professional Council Meeting  
May 13, 2004  
1:15 p.m.  
314 Student Services Building

**Council members present:** Mike Baum, Deb Gentry, Julie Goodlick, Paul Jarvis, Steve Klay, Annette Levitt, Rick Lewis, Mindy Mangialardi, Sally Pyne

**Ex-officio members present:** Molly Arnold, Joe Rives

**Absent:** Elaine Graybill, Betty Kinser, Gail Lamb

**Call to order**

Chair, Paul Jarvis, called the meeting to order at 1:15 pm.

**Approval of minutes**

The Council approved the minutes of the April 22 meeting as submitted.

**Chair's Remarks** – Paul Jarvis

- \* Jarvis reported on the "Day in the Life" presentation that he and Civil Service Council Chair, Martha Burk, provided for the Board of Trustees during their meeting on May 7. He indicated that it was very well received and generated good questions and comments from the BOT members.

Note: Several Council members who attended the presentation commended Jarvis and Burk for their fine work on the Power Point presentation.

- \* He also shared that the CCC had addressed the current health insurance issues in their letter to the Board. Representative Dan Brady was at the meeting, and he spoke to the Board and those in attendance about the steps he has taken on our behalf in the legislature, and dealing with Central Management Services (CMS), that led to the temporary suspension of plans to eliminate the healthcare plans. Representative Brady urged everyone to contact his office and CMS, as each registered concern is passed on by his office to CMS.
- \* Jarvis shared that he continues to press the issue on a number of fronts to build the infrastructure for us to accomplish our task as an A/P Council – namely to serve in an advisory capacity to the administration regarding

the general welfare of all A/P employees, and to provide a means of effective communication between A/P staff, Academic Senate, Board of Trustees, Civil Service Council, and other appropriate bodies. Since the last Council meeting, Jarvis has met with each of those groups: Lane Crothers as Chair of the Academic Senate, Martha Burk as Chair of the Civil Service Council, and the BOT at their last meeting. Jarvis and Burk met with Crothers regarding the Councils' space and secretarial support needs, and will continue to strategize with him. Jarvis was to meet with President Bowman later in the day.

**Liaison Remarks** – Kaye Johnson

No report.

**Business**

**1. A/P Council Representative to the Academic Senate**

Since this action item concerned personnel issues, Jarvis requested that the Council move into executive session to ensure the confidentiality of the discussion. This was so moved and seconded by Mike Baum and Sally Pyne, respectively. During the closed session, the Council discussed the A/P employees who had expressed their interest in the representative position. Baum and Julie Goodlick then moved and seconded the motion to move out of executive session. Sally Pyne moved that Mboka Mwilambwe be appointed as the A/P Council representative to the Academic Senate for the 2004-05 term. The motion was seconded by Baum, and passed by the Council.

**2. A/P Council Attendance Policy – Julie Goodlick**

Goodlick requested that the Council re-visit this policy, as it was enacted during a time when the Council was only meeting once a month. Now that the Council is meeting twice a month, the policy may not be providing adequate direction, and concerns were also raised that the policy is not being enforced. A period of discussion followed in which a number of issues were raised on both sides. Ultimately, no changes were made to the policy. It will be highlighted, however, for the newly elected members of the Council during the orientation program, which is currently being developed.

**3. A/P Council Orientation Process for New Members – Julie Goodlick**

Goodlick provided documents proposed to be included in the membership manual being developed. Included will be documents highlighting

Council historical information, governing documents and relevant position descriptions. The Council provided feedback, and the committee (Goodlick, Steve Klay and Rick Lewis) will continue their work on pulling this together.

Questions regarding the roles (voting vs. non-voting); attendance expectations of the ex-officio positions surfaced through this discussion. These issues will be placed on a future meeting's agenda.

**4. A/P Council Budget – Elaine Graybill**

As Graybill is out on bereavement leave, this item was tabled until the next meeting.

**5. Compdent Announcement – Sally Pyne**

At a previous meeting, Pyne had shared concerns regarding confusion related to coverage of dental services through the Managed Care Dental plan. Human Resources has just received notification from Central Management Services (CMS) of an agreement regarding amalgam vs. composite fillings under Managed Care Dental. Employees with any questions about this agreement and how it may apply to services provided since October 1, 2003, or in the future, should contact CompBenefits at 800-999-1669.

**Adjournment**

The Council adjourned at 3:10 p.m. Moved and seconded by Julie Goodlick and Annette Levitt.

Respectfully submitted,  
Steven Klay, Secretary

**Future 2004 Meetings:**

May 27	Spotlight Room	July 8	TBD
June 10	TBD	July 22	Spotlight Room
June 24	TBD	August 12	TBD