

Illinois State University  
**Administrative/Professional Council**  
1:15 – 3:00 pm; Thursday, July 13<sup>th</sup>, 2016  
3<sup>rd</sup> East Lounge, BSC

**AGENDA**

**Jamie, Tara, Christine, Ron, Nikki, Rachel C., Emily, Stephanie, Heidi, Aaron, Greg, Hope, Susan and Maureen**

- I. Review of Agenda
- II. Approval of Minutes **approved**
- III. Chair Remarks – Ron Gifford **Thanked Heidi for her stepping up to the CCC role; Welcome to Tara Hjalmsquist, our newest member; the following meeting scheduled for July 28<sup>th</sup> has been canceled but committees are encouraged to meet to move forward with committee work; Elections will take place on Aug. 11<sup>th</sup> for exec board and welcome of new members**
- IV. Treasurer’s Report **No report**
- V. Committee/Representative Reports
  - a. HR Updates – Melanie Schaafsma **not in attendance, no updates**
  - b. Academic Senate – Nikki Brauer **no report**
  - c. Campus Communications Committee – Heidi **met as a committee on July 13<sup>th</sup>, Amanda, Civil Service President, will compose letter and present it to the president on Monday**
  - d. Foundation – Christine Buckner **Foundation hit fundraising goal for FY16, surpassed the 20 million dollar goal**
  - e. Awards – Rachel Caracci **will be pulling committee together this summer**
  - f. Elections – Emily Vigneri **Vice Chair and Chair will on board new members**
  - g. Programming – Stephanie **will meet on July 28<sup>th</sup>**
  - h. Communications—Rachel Kobus and Stephanie Duquette **Scholarship Recipients story idea; Great Colleges story (will be published Monday so could tag)**
  - i. Scholarship – Heidi **Students have been contacted and we are collecting info and pictures for Communication**
- VI. New business
  - a. Executive Board elections
  - b. Committee assignments **Please review committee descriptions located on the AP website: <http://apcouncil.illinoisstate.edu/> and choose which one(s) you would like to serve on**
    - i. Summer work groups will meet on July 28<sup>th</sup> from 1:15-3pm, locations tbd by committee chair
  - c. Thanked Maureen Roach for her service to the council; she will continue to serve as the AP liaison for the Parking Committee with the council’s approval
- VII. Adjournment **1<sup>st</sup> Heidi; 2<sup>nd</sup> Greg; motioned moved**

**NOTE:** If you cannot attend the meeting, please contact Ron at 8-8298 or [rmgiff@IllinoisState.edu](mailto:rmgiff@IllinoisState.edu)

Secret words: Ron is 50!