

Illinois State University
Administrative/Professional Council
1:15 – 3:00 pm; Thursday, August 11th, 2016
Spotlight Room, BSC

AGENDA

Excused Absence: Ron Gifford, Greg Diller

Present: Ken Fansler, Rachel Caracci, Zach Mcdowell, Aaron VonQualen, Emily Vigneri, Stephanie Duquenne, Heidi Vertichio, Nikki Brauer, Christine Bruckner, Hope Fine, Rachel Kobus, Maureen Roach, Melanie Schaafsma, Susan Woolen, Tera Hjalmsquist

- I. Review of Agenda
- II. Approval of Minutes **Ken first, Rachel 2nd**
- III. Chair Remarks – Susan lead in Ron’s absence **No report**
- IV. Treasurer’s Report **\$5000 in Foundation and \$2000 GR account**
- V. Committee/Representative Reports
 - a. HR Updates – Melanie Schaafsma **A lot of hiring activity taking place: 8 active AP positions, 12 are closed but in interview process, on boarded 23 people last month and 6-7 more AP jobs will be posted soon; HR goal continues to be to reach out to more diverse groups of job seekers in the coming year; looking at various outreach packages in order to gain more unique, affordable advertising; FLSA changes are being made now and HR will send out a media alert regarding info on the FLSA changes**
 - b. Academic Senate – Nikki Brauer **haven’t met yet**
 - c. Campus Communications Committee –Heidi Verticchio **no report**
 - d. Foundation – Christine Buckner **off to a great fundraising start for FY17**
 - e. Awards – Rachel Caracci **will pull committee together soon and get info out early October to start to prepare and review the process**
 - f. Elections – Emily Vigneri **post the constitution committee meeting, Emily and Greg, the election committee, will meet soon to review the constitution**
 - g. Programming – Stephanie
 - i. Save the date for AP socials 4:30pm unless stated otherwise: 8/26th, 5pm Hyatt Place The Terrace; 9/30 Jessies Grill, 10/28 Medici; 12/16 Swingers-Festive Holiday Attire contest; 1/27 Maggies; 2/24 Firehouse; 3/31 Cheeks; 4/28 Western Tap and May 19th Pub II
 - ii. Krispy Kreme Fundraiser is tentatively for 10/28th→partnering with Civil Service **Adam McCerry will need to get us temp food permit to distribute these**
 - iii. Brown Bag ideas
 1. Wellness update for the new semester in late Aug/Early Sept.
 2. New Queer Studies Concentration in November
 3. Budget update with VP Alt in late Jan.
 4. Others? **VP LJ; Provost to come speak; New AVP of AT**
 - iv. Service Opportunities **Contact Leadership and Community Service to see about partnership opportunity**
 - h. Communications—Rachel Kobus **Been updating website and need committee chairs need to send committees to Rachel; Rachel arranging a photo shoot for APers; will work with Nikki to build a story about Character day on 9/22; Scholarships are all up except for two and Heidi will reach out; Stephanie send minutes for the web to be updated**
 - i. Scholarship – Heidi Verticchio **Story and Facebook all updated**

- j. Capital planning and Finance-opening of Starbucks in the Rec has been postponed possibly until Starbucks; McAllister's is currently being renovation, biggest priorities for capital funding include MCN building where South Residence Halls were at, relocation of Metcalf, redoing Degarmo, and Milner revamp; New windows and doors in Fairchild

VI. New business

a. Executive Board elections

- i. Chair Ron Gifford, Vice-Chair Susan Woollen, Secretary Stephanie Duquenne and Treasurer Heidi Verticchio

b. Committee assignments

- i. Summer work groups will meet on July 28th from 1:15-3pm, locations tbd by committee chair

VII. Adjournment Call to adjourn motion made Heidi; 2nd Nikki and approved

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