

Illinois State University  
**Administrative/Professional Council**  
1:15 – 3:00 pm; Thursday, August 25<sup>th</sup>, 2016  
Spotlight Room, BSC

**AGENDA**

- I. Janice Bonneville, Director of HR Benefits
  - a. Benefit choice was discussed.
- II. Review of Agenda
- III. Approval of Minutes
  - a. Minutes approved, with the direction to change “Happy Hour” to “social”
- IV. Chair Remarks – Ron Gifford
  - a. Gathering at the President’s house is on 9/12
- V. Treasurer’s Report
- VI. Committee/Representative Reports
  - a. HR Updates – Melanie Schaafsma – no report
  - b. Academic Senate – Nikki Brauer – 1<sup>st</sup> meeting is on 8/31. Nikki will forward packet and agenda to all.
  - c. Campus Communications Committee – Heidi Verticchio - Board meeting is on 10/28. CCC writes letter to BoT. If there is an area you would like to have highlighted in this letter, contact Heidi.
  - d. Foundation – Christine Buckner – no report
  - e. Awards – Rachel Caracci – Awards committee will be ramping up in the next couple of weeks. Rachel will reach out to committee and ask who would like to continue as a member.
  - f. Elections – Emily Vigneri – Emily and Greg are going to meet to discuss elections timeline and processes.
  - g. Programming – Stephanie
    - i. Save the date for Socials 4:30pm unless stated otherwise: 8/26<sup>th</sup>, 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 Tab and May 19<sup>th</sup> Pub II
    - ii. Krispy Kreme Fundraiser set 10/28<sup>th</sup> → partnering with Civil Service; Hope leading
    - iii. Brown Bag updates September 12<sup>th</sup> Wellness Brown Bag noon-1pm in the Spotlight room; \$25 approved by council for treats and water; Heidi will provide account number for catering
    - iv. Service Opportunities
      1. House calls opportunity; jamie will send link so we can sign up
    - v. Homecoming bags will be ordered again-Rachel C will lead this along with Bob Blyth from Civil Service
  - h. Communications—Rachel Kobus
    - i. AP Council photos set for 9/22 during AP meeting we will meet in the Kasten Board Room at the Alumni Center for this meeting
  - i. Scholarship – Heidi Verticchio Ron, Heidi, Zach and Hope will lead this committee along with Debbie Lamb and Maureen Smith
- VII. New business
  - a. House Calls
  - b. President Dietz will come speak to council at his earliest convenience
- VIII. Adjournment  
First, Nikki; Second, Rachel C

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