

Illinois State University
Administrative/Professional Council
1:15 – 3:00 pm; Thursday, August 31st, 2017
Degarmo Hall

AGENDA

Attendance: Aaron Von Qualen, Susan Woolen, Zach Mcdowell, Amanda Papinchock, Rachel Kobus, Kris Harding, Stephanie Duquenne, Amelia Noel-Elkins, Hope Fine, Liz Chupp, Jamie Neville, Nikki Brauer, Ron Gifford

Excused absence: Heidi Verticchio, Christine Bruckner, and Rachel Carracci

- Review of Agenda
- Approval of Minutes **Motion made by Kris to include July 27th minutes; Minuets approved-Rachel Kobus first and second**
- Chair Remarks – Ron Gifford **Emily Ramsey sent a very nice card thanking for AP Council for her scholarship; Ron will meet with President Dietz next week, please send any questions or comments to Ron that you would like him to share; Please respond to the President’s invite to the AP/Civil Service social. You RSVP to Presidential Events;**
- Treasurer’s Report **No report; no changes except for a \$63**
- Committee/Representative Reports
 - a. Academic Senate – **First meeting of the semester for the Senate happened last night; Chairs of the internal committees were selected; One action item regarding the Code of Student Conduct; Search for the Provost is underway and no search firm will be hired for this search; In the Spring the new version of Educating Illinois will be discussed; Amelia will send notes that will be attached to minutes**
 - b. Campus Communications Committee – Liz Chupp **No report**
 - c. Foundation – Christine Buckner **No report**
 - d. Awards – Rachel Caracci/Hope Fine
 - i. Elections and noms are up on web **Motion to approve \$550 for printing and postage; 1st approved by Stephanie, 2nd by Susan, motion passed**
 - e. Elections – Jamie Neville **Welcome to the new members of the council!! Nikki, Ron and Susan will serve on the election committee**
 - f. Programming – Stephanie Duquenne
 - i. Habitat for Humanity – Saturday, October 28th from 7:50am-12pm
 - We currently only have 3 people signed up. We need 7. There are still a few people on Council who haven’t replied to the initial email, so that might add a few people (hopefully!). I can probably get a few people from my office to participate. We can also extend our reach out to others if we don’t have enough people from Council who are able to participate.
 - ii. Child Care Center –
 - I heard back from the director of the Child Care Center. They are excited to have us back again this semester! The time will be the same (12:25-12:45pm) and I’m

thinking it will be on Wednesdays again, but she wanted to get a sense of how many people are interested in coming to know how many days/weeks to set aside.

- iii. **Socials** We have a social tonight at the Hyatt Terrace; Stephanie will send calendar invite for all the upcoming socials—Upcoming one is on 9/29 at BWW's
 - iv. Looking at 10/30 for our Krispy Kreme fundraiser with Civil Service
 - v. YWCA is having an '80's trivia night to raise money for the Rape Crisis Center on Friday, Nov. 3rd . Amanda will send link when it is available
- g. **Communications**—Rachel Kobus If you know of any APers that do not get the AP newsletter, please let Rachel know she can get the listserv updated; Website has been updated with committees
- h. **Scholarship** – Heidi Verticchio No report
- i. **HR Updates** – Melanie Schaafsma Provost search is underway. HR is leading the search charge and currently compiling contact info for Provost, Asst. Provost, Acting Provost and Deans of University's of student population of 15k or more. HR is saving a large amount of money by not using a search committee. Looking at the beginning of February for on campus interviews. At 3pm today a review of a letter about how we classify APers that will be presented to the merit board.
- j. **New business**
- Approval of funds for Awards mailing completed
 - There was a meeting that Heidi and Ron attended on Tuesday in which the Capital Planning sent the list of needs to the State. Ron will send the list of ISU capital planning needs.
 - House Calls Can anyone volunteer? Please sign up now!
<https://saapps.illinoisstate.edu/uhs/registration/index.php/register/summary/UHS-House-Calls-2017>
 - Ron would like the council to develop a list of things that the council would like to do this year. Please bring ideas to the next meeting or email them to Stephanie prior.
- k. **Adjournment** motioned moved by Jamie and 2nd by Nikki

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

08.22.17.01

From Senate Chair

Discussed at Executive Committee 8/21/17

Action item: 8/30

Structure of the Code of Student Conduct Review Committee:

Voting Members (9)

1. Three (3) Student Voting Members: Two senators and one non-senator
2. The Student Trustee
3. Three (3) Faculty Voting Members: Two senators and one non-senator
4. Two (2) Division of Student Affairs staff members selected by the Vice President of Student Affairs

Commented [CC1]: Does this have to be Senators or can it just be faculty? Suggested verbiage "at least one Senator."

Ex Officio Members (4)

1. Director of the Student Conduct and Conflict Resolution Office or Designee
2. Vice President of Student Affairs or Designee
3. Director of Housing or Designee
4. Chief of Illinois State University Police or Designee