

Illinois State University  
**Administrative / Professional Council**

1:15-3:00 pm; Thursday, September 13, 2007  
Spotlight Room, Bone Student Center

**MINUTES**

**Council Members present** - Mboka Mwilambwe, Mindy Mangialardi, Nikki Brauer, Pam Cooper, Anjie Almeda, Teri Farr, Maureen Smith, Becky Mentzer, Melissa Moody, Michelle Schuline, Erin Pearce and Alex Skorpinski

**Ex-Officio Members present** –Rachel Calhoun, Ron Gifford, Derek Story and Len Grinstead

**Approval of minutes** – August 23, 2007 minutes were approved with the addition of Becky Mentzer’s name to the Constitution Committee. August 9, 2007 and April 23, 2007 minutes were approved without correction – motion made by Mindy Mangialardi, second by Anjie Almeda.

**Chair’s remarks** – Mboka Mwilambwe

Mboka highlighted items from his 8/29/07 meeting with President Bowman including budget numbers, the salary raise process for university employees, ongoing discussion of a shared childcare facility (partnering with BroMenn and Illinois Wesleyan University), and mid-year salary adjustments. Per a discussion with the chair of the Provost search committee, A/P staff will have an opportunity to interview the Provost candidates when the time comes. The new Provost is to begin in January. Mboka has asked Steve Bragg if we can increase the amount of each Distinguished Service Award from the current \$500. We are not asking for more money in total— just to increase the amount of each award. Mboka talked with Dan Holland, chair of the Academic Senate, about having A/P representation on the Executive Committee of the Senate. Further discussions will be needed.

**Committee/Representative Reports**

- **Foundation** – Larry Lyons – No report
- **Scholarship** – Debbie Lamb – No report
- **CCC** – Stacy Ramsey – No report
- **Academic Senate** – Ron Gifford – report submitted – reference on A/P Council website
- **HR Liaison** – Derek Story – Derek reported that Len Grinstead will replace him as the Human Resources Liaison to the A/P Council

**Business/Discussion Items:**

- **2/14/07 Meeting** – A motion was made and passed to reschedule the February 14 A/P Council meeting to February 7 (due to February 14 being Founders Day)

- **Website** – Alex showed the Council members the changes and updates he is making to the A/P Council web site. All agreed that the new look and content is an improvement over the old site
- **Committee Appointments**
  - Parking – Mboka is looking for three individuals to represent A/P staff on the ISU Parking Committee. He has a list of individuals to contact to ask if they are willing to serve
  - WebPac - Annette Levitt has agreed to continue serving as the A/P representative on Web Pac
  - Programming – Nikki Brauer has volunteered to chair the Programming Committee of the A/P Council. Other members of the committee are Erin Pearce, Michelle Schuline, Melissa Moody, Maureen Smith and Mindy Mangialardi
- Council members brainstormed the names of people they would like to invite as guests to future meetings. Mboka will be contacting various individuals from the list to see if they can join us at future meetings.
- Adjournment – Motion for adjournment by Michelle Schuline and seconded by Nikki Brauer. **Next meeting 9/27/07 in the Spotlight Room**