

Illinois State University
Administrative/Professional Council
1:15 – 3:00 pm; Thursday, October 26th
Spotlight Room

AGENDA

Attendance: Nikki, Zach, Hope, Heidi, Ron, Melanie, Kris, Rachel K., Christine, Jamie, Liz
Excused Absence: Rachel Caracci, Amelia Noel-Elkins, Amanda Papinchock, Susan Woollen, Hurdlynn Woods

- Review of Agenda **agenda approved with no changes**
- Approval of Minutes **minor change in last weeks attendance; Heidi approved, Rachal Kobus second**
- Chair Remarks – Ron Gifford **Thank you to everyone’s inputs on Educating Illinois; Thank you to all who helped with handing out the Homecoming bags; No meeting during Thanksgiving and holiday break**
- Treasurer’s Report-Heidi Verticchio: Current balance \$1734.38

Committee/Representative Reports

- Academic Senate – Amelia Noel-Elkins **No full Senate Meeting last night, just committees and Faculty Caucus. Finance and Planning committee had a presentation by Luis Canalas, Director of OISP of the offices programs and services.**
- Campus Communications Committee – Liz Chupp **Letter was presented to BOT meeting and it was well received; A question was brought up regarding if we can publish the letter on our AP site**
- Foundation – Christine Buckner **The Faculty Staff charge for the campaign plan was shared, Christine will share said plan with group so we can review; Next meeting is in February**
- Awards – Rachel Caracci/Hope Fine **Rachel will return Nov. 6th; Will look into the qualifications for Espirt de Corps**
- Elections – Jamie Neville
- Programming – Stephanie Duquenne
 - Service Sign Ups –Christine
 - ~~September:~~
 - ~~ISU Child Care Center~~
 - ~~Human Library~~
 - ~~House Calls~~
 - **October:**
 - Habitat for Humanity-**Reminders of what to wear and what will be worked on**
 - ~~Homecoming (distribute bags at the parade)~~
 - ISU Child Care Center-**Christine sent signup genius to members. Christine is reaching out to director to make sure no further paperwork is needed to do reading. Will keep group posted if times change. Review email from Christine to sign up.**
 - Choose a kid(s) for Holiday Helper (sponsorship begins early October) – gifts should value approximately \$40
 - **November:**
 - Blankets for PATH **Bring money for fleece next meeting**

- Send gift in for Holiday Helper (before Thanksgiving Break) **We will sponsor 3 kiddos**
- **December:**
- Dec. 1st Children's Holiday Party
- Holiday Helper Wrapping Parties: December 5/6 from 6-9pm
- Holiday Helper Parties (December 9th)
- Brown Bag-Steph-Contacted April Anderson for a tour of archives in early December
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- Krispy Kreme-Hope Fine **Tuesday morning meet at the Spotlight Room to deliver. Hope will have the routes and orders ready with Civil Service. Hope looking into sending out a reminder email to those who ordered.**
- Communications—Rachel Kobus **Jamie Wood will be reached out to for next months Spot Light**
- Scholarship – Heidi Verticchio **Read thank you from a scholarship recipient.**
- HR Updates – Melanie Schaafsma **As meetings regarding classifications have been going positively towards the best interest of Illinois State University. There is little change foreseen. Will be meeting again tomorrow to continue to work on the draft for the merit board on how HR administrators of IL public university's want the rules to be written up on how HR does the classifications. SURS is currently recommendations for Exec board; Targeted, fraudulent email was sent out select members of the SURS self-managed plan. HR will follow up with those ISU current employees**
- New business **No new business**
- Adjournment **Heidi first, Jamie second**

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