

Illinois State University
Administrative / Professional Council

1:15-3:00 pm; Thursday, October 11, 2007
314 Student Services Building

MINUTES

Council Members present - Mboka Mwilambwe, Mindy Mangialardi, Nikki Brauer, Anjie Almeda, Teri Farr, Debbie Lamb, Becky Mentzer, Michelle Schuline, Erin Pearce, Melissa Moody, and Alex Skorpinski

Ex-Officio Members present – Stacy Ramsey, Rachel Calhoun, Larry Lyons, and Len Grinstead

Approval of minutes – September 27, 2007 minutes were approved -Motion made by Mindy Mangialardi, second by Debbie Lamb.

Chair's remarks – Mboka Mwilambwe

Mboka reviewed his meeting with President Bowman from 10/4/07 and highlighted discussion items of the employee childcare center (announcement of location in Spring '08 with additional details), salary increases (will address once info from Deb Smitley reviewed) and President Bowman's hiring philosophy (interested in those who support Educating Illinois, are more entrepreneurial in spirit and believe in shared governance and would like to add a focus to grooming talent from within the university). Mboka also invited council participation in the homecoming parade and had positive comments regarding attendance at the council dinner at the Residence and the announcement of the A/P scholarship at the Faculty/Staff luncheon.

Committee/Representative Reports

- **Educating Illinois** – Steve Klay – draft for campus review will be ready for first week of November. Campus feedback was well received and was taken to heart for inclusion into the revised document. A/P council review date will be 1/24/08.
- **Foundation** – Larry Lyons – No report (next Board meeting 11/10/07)
- **Scholarship** – Debbie Lamb – Council received thank you card for AP scholarship. Currently updating application for January applicants. Council will thank Foundation Board at end of Fiscal Year after last scholarship is awarded.
- **CCC** – Stacy Ramsey – No report
- **Academic Senate** – Ron Gifford – Senate cancelled their last mtg -no report
- **HR Liaison** – Len Grinstead – Len reiterated that salary increases will be on 10/31/07 checks. Ira will be at the 10/25 council meeting to further discuss broad banding concept.

Business/Discussion Items:

- **Website** – Additional content on committee descriptions is needed prior to releasing the new version of the AP Council website. Site will go live in the next week.
- **Elections** – Mindy and Teri – Kim Hays has agreed to serve as the elections administrator for 2008 elections – motion made by Mindy and second by Erin – approved. Process to start in January 2008.
- **Distinguished Service Award** – Mboka checked with Dianne Ashby and Steve Bragg regarding increase of award from \$500 to \$1000 and they approved. Motion made by Nikki and second by Becky.
- **New AP Award** – Mboka proposed adding an award for new AP employee (less than 5 years of service) and has checked with Dianne Ashby as well as she approved. Criteria to be discussed at 10/25 council meeting.
- **Brown Bag Topics** – ideas presented include:
 1. **Uptown Normal**
 2. **Retirement/SURS**
 3. **Town Hall**
 4. **Counseling Center, featuring training sessions & new staff**
 5. **QPR**
 6. **Safety concerns on campus**
 7. **Master Plan, featuring Dick Runner**
 8. **Traditions on campus**
 9. **Redbird Renaissance, featuring Sheahon Zenger**
 10. **Employee Childcare Center**
- **Holiday Party** – Nikki to attend committee meeting today to assist in planning for this year's event. Requested \$400 to pay for kids inflatable jumping houses and face painting materials. Motion made by Mindy, second by Michelle – approved.
- **Adjournment** – Motion for adjournment by Erin Pearce and seconded by Anjie Almeda. **Next meeting 10/25/07 in 314 SSB**