

Illinois State University
Administrative / Professional Council

1:15-3:00 pm; Thursday, January 8, 2008
Spotlight Room

MINUTES

Council Members present - Mboka Mwilambwe, Stacy Ramsey, Teri Farr, Julie Huber, Debbie Lamb, Becky Mentzer, Michelle Schuline and Alex Skorpinski

Ex-Officio Members present – Rachel Calhoun, Ron Gifford, Len Grinstead and David Rardin

Approval of minutes – December 11, 2008 minutes were approved with corrections - Motion made by David Rardin second by Julie Huber

Chair’s remarks – Mboka is meeting with President Bowman on January 20, please forward questions/comments to him. Council asked if the Inauguration would be broadcast on campus – Mboka to follow up with SGA

Committee/Representative Reports

- **Elections** –elections are upcoming this spring, Mboka reminded council members to consider A/P staff to nominate as well as considering eligible council members to run for election again
- **Programming** –Julie Huber – next brown bag will be scheduled in February, topic to be the Student Behavior Intervention Team’. Ron Gifford suggested that the Passages first year experience (now to be called “Year 1”) should be considered for brown bag topic
- **Academic Senate** – Ron Gifford – no meeting to report on
- **Foundation** – Larry Lyons –Next meeting 2/21/09
- **Scholarship** –Debbie Lamb – no report
- **CCC** – David Rardin – BOT meeting 2/20, next CCC meeting to discuss topic and letter is 2/12/09. Coffee hour topic will be ‘the new face of disability concerns’ Also noted that the Julia Visor Center dedication and open house has been rescheduled for 2/20/09 in the Vrooman Center
- **HR Liaison** – Len Grinstead – benefit changes notifications have been forwarded to all employees. HRIS project is on track to have third party integrator on campus soon to do a fit-gap analysis. Council suggested idea to add link on A/P website to HR with content to focus on a short document /checklist ‘retirement...are you eligible?’ with a checklist and retirement timeline and additional information about buying time and including the payout worksheet as well. Len to discuss with Nancy Spangler in HR.
- **Constitution** – Stacy Ramsey - no report – meeting scheduled January on each Thursday that A/P Council does not meet
- **Awards**- Rachel Calhoun – names of recipients for Distinguished Service Award and Emerging Leader Award have been sent to HR. Names to be announced at

Founders Day Convocation, February 19, 2009. Plaque in BSC will be updated accordingly.

- **Business/Discussion Items:**

- Happy Hour for A/P employees – Debbie Lamb reported that location will be at Medici and A/P staff will be notified a couple weeks out of time
- AP T-shirt – Ron working on quotes for cost
- Speaker Ideas for discussion hour on impact of economic crisis on higher education Mboka looking for a speaker to address the topic including impact on students, parents, budgets, and bond purchasing. Council suggested looking for someone in EAF department or Economics or College of Business.

Adjournment – Motion for adjournment by David Rardin and seconded by Becky Mentzer

Next meeting – 1/22/2009 in the BSC Spotlight Room