

Illinois State University
Administrative/Professional Council

1:15 – 3:00 pm; Thursday, February 26, 2009
Spotlight Room

Minutes

Council Members present: Mboka Mwilambwe, Stacy Ramsey, Michelle Schuline, Maureen Smith, Erin Pearce, and Pam Cooper

Ex-Officio Members present: Len Grinstead and David Rardin

Guest present: Derek Story

Approval of minutes: Tabled until next meeting as quorum not met

Chair's remarks: Mboka met with President Bowman. They discussed mid-year salary enhancements. This year the President noted that the priority was faculty salaries as most AP are at or above comparison levels. He mentioned that maybe next year, depending upon funds, they can cast a wider net. President Bowman mentioned we will likely need to give a couple million back next year. He feels pretty confident we can do this and not lose positions. If he feels we are going to have difficulty, he will keep us all well informed so we will not be surprised. He did mention that our State peer institutions may not be as ready financially for this as we are. He also noted that tuition will be set soon and he is hoping that it will be under a double-digit percentage increase. NEIU already set their tuition and it was a double-digit increase. He mentioned that everyone is hoping that Governor Quinn will be more favorable to higher education. The President also noted that we have all of our materials for the stimulus package ready if approved. In addition, he mentioned that fund raising is going well. He reported that Roland Burriss was on campus, but the media presence was intense as President Bowman tried to acclimate him to ISU.

A question from a council member arose about budget issues and if we have compared ourselves with peer or benchmark institutions. Mboka was unsure if this had been done and will ask this question and report back to the Council.

Mboka reminded us of the social we are sponsoring at NV Lounge on Friday, February 27th.

Mboka also commented on the Board of Trustees meeting. He mentioned that the discussion hour was very good. He said that Ann Caldwell, the Director of Disability Concerns, presented information about what Disability Concerns does for students here at ISU. He also noted that during the actual BOT meeting everything that was on the agenda was passed.

Committee/Representative Reports:

- **Elections** – Maureen reported that there were five Grievance Panel members and four AP Council positions up for election. Maureen and the committee recommended clarification in the AP Constitution for who can be included for nomination for these positions and who

should not be included (i.e. President, Vice Presidents). It was recommended that we look to see how the Academic Senate handles this same issue. It was also mentioned that Kaye Johnson would be retiring and that a new person will be appointed to serve as Chair of the Grievance Panel.

- **Programming** – Erin reported the Feb. 24th Brown Bag went very well with approximately 35 in attendance. Media was present and a story was on the front page of the Vidette. Our other events were advertised at the Brown Bag. Erin also mentioned that we might need to move our second Brown Bag to April 15th because of another event conflict.
- **Academic Senate** – No Report – Ron not present
- **Foundation** - No Report – Larry not present
- **Scholarships** – No Report – Debbie not present
- **CCC** – Dave reported that in addition to what Mboka already covered in his report, the next coffee/discussion hour will be on sustainability.
- **Constitution** – Stacy reported that they did not meet because of Founder’s Day activities.
- **Awards** – No Report – Rachel not present
- **HR Liaison** – Len reported a 77% response rate on performance appraisals for AP’s (this was a more accurate number than the 50 % reported at the last meeting). He mentioned that there was an over 80% response rate for continuing full-time AP staff members. HR will still plan on doing more follow-up this year with those not done. HR is open to suggestions about how to help get participation levels to 100%. However, there are some reasons that we may not get 100% - these are case-by-case decisions (i.e. retirement, supervisor too new).

Business/Discussion Items:

- Alex passed out a detailed report on our AP website usage. Items of particular interest include:
 - Most popular pages visited:
 - #1 – AP Council Homepage
 - #2 – Meet the Council page
 - #3 – Minutes for the meetings page
 - The A to Z index on the ISU homepage is how people are typically getting to our site.
 - The highest day of visit activity for our site was Monday, followed by Thursday.
- Alex also reported that the University Calendar and maps on the main University website will be updated and be more user friendly.

Next Meeting: Thursday, March 12, 2009 in the Student Services Building 314
Guest – Jay Groves, Assistant to the President