

Illinois State University  
**Administrative / Professional Council**

1:15-3:00 pm; Thursday, March 27, 2008  
Spotlight Room

**MINUTES**

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

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

**Approval of minutes** – February 28, 2008 minutes were approved -Motion made by Mindy Mangialardi, second by Pam Cooper.

**NOTE:** the March 13, 2008 meeting was cancelled

**Chair's remarks** – Mboka Mwilambwe

Mboka shared remarks from his meeting with President Bowman regarding additional money anticipated from the State of IL for upgrading security on campus. Also gave kudos to the PhD program in Mennonite College of Nursing to be offered in fall '08, the only Nursing PhD program in downstate IL. MCN will hire additional faculty and also expand their Bachelor's program. President Bowman also mentioned that the asbestos abatement is continuing in Stevenson Hall and precautions are being taken to keep the environment safe. Construction on the new Alumni Center is on schedule with hopes to hold the next board meeting there in May.

**Committee/Representative Reports**

- **Elections** – Mindy noted that the election process has gone well, with the exception of server problems on campus. The election will be extended one additional day to accommodate voting. Also, the online voting process was used in CAST to select five A/P individuals to submit to the Provost for selection for the A/P representative for the CAST Dean search. Thanks to Alex for overseeing the online process.
- **Foundation** – Larry Lyons – No report (next meeting May '08)
- **Scholarship** – Debbie Lamb –no report- committee will meet soon
- **CCC** – no report
- **Academic Senate** –no report
- **HR Liaison** – Len Grinstead – Len reminded Council members of the A/P evaluation timeframe with a 4/1/8 deadline – the deadline will not be extended, but HR has a goal of full compliance and will accept evaluations after the 4/1/08 date. He also told council members of the HRIS project led by the e-merge team. Two vendors, PeopleSoft (Oracle) and Banner (SunGard) will be on campus in

- the next couple of weeks to present their product. Two of the 3 sessions are open to campus – see the website for location and time: [www.hris.ilstu.edu](http://www.hris.ilstu.edu)
- **Constitution** – no report
  - **Awards**- no report

**Business/Discussion Items:**

- **Mentoring network** – Erin Pearce worked to develop a draft survey which with Alex’s help could be sent to A/P employees to explore the idea of a mentoring network. Comments from council members included who the audience for the survey really is (A/P or all of campus) and that ‘mentoring’ needs to be better defined. Please send comments on the draft to Erin or Alex – Erin will email the survey to council members with discussion tabled until the 4/10/08 meeting.
- **Elections and breaking ties** – suggestions were solicited from Council members for breaking ties in elections. Election process will be added to the constitution. Ideas submitted included:
  1. Attaching a likert scale
  2. Council members vote to break the tie
  3. Requesting a short statement of interest
  4. Flip a coin
- **Brown Bag** –
  1. **Safety** - topic ‘what to do if...’ set for April ’08 brown bag, Nikki will schedule
- **Adjournment** – Motion for adjournment by Pam Cooper and seconded by Michelle Schuline. **Next meeting 4/10/08 in the Spotlight Room**