

Illinois State University
Administrative / Professional Council

1:15-3:00 pm; Thursday, April 26, 2012
Spotlight Room, Bone Student Center

MINUTES

Council Members present - Stacy Ramsey, Rebecca Baker, Nikki Brauer, Pam Cooper, Binoy Edathiparambil, Ron Gifford, Debbie Lamb, Dane Ward, Soemer Simmons, and Alex Skorpinski

Ex-Officio Members present – Rachel Calhoun, Larry Lyons, and Derek Story

Guest: Andrea Ballinger and Diane Ruch – Administrative Technologies

- Andrea reported that Administrative Technologies is hiring 40-45 specific technical positions on campus which will transform the way we know and use technology on campus. We currently aren't prepared to handle new tools and change, and the current tool sets, technology and architecture aren't suitable moving forward. Specific technical skill sets are needed and professional development will be a required opportunity for all.
- The LEAP project is moving forward (see progress noted in the AT annual report,) and ISU is currently 15 years behind everyone else, and we want to be ahead of the game in 5 years. ISU is hosting a national conference in 2015 to showcase all of our accomplishments.
- Diane is the primary recruiter for the department. They are finding people by job fairs, social media, the AT website, and relationships on campus with student groups.
- Andrea shared the 3/5 year IT Technical Plan with the Council, noting the 42 projects listed and that they cannot get to all as the unit is not adequately staffed. They are looking at how they serve the ISU community, assessing the duplication of effort and the cost of IT at ISU. There is not a plan to eliminate jobs, but to improve efficiencies and effectiveness of AT.
- Andrea encouraged contacting AT with questions and concerns – specific questions by Council included the creation of a central help desk (this will most likely be centers of excellence, rather than one location); and enterprise license for software systems on campus – contact AT if you need something rather than doing it your own departments.

Approval of minutes –approval of March 22, 2012 minutes were approved, motion by Nikki Brauer, second by Rebecca Baker

Chair's remarks –Stacy met with President Bowman recently – he discussed State funding dollars – hoping to have 60% in by July 1st. The new State budget will show a decrease for higher education, ISU is still positioned very well. President Bowman is planning for modest raises and is trying to keep tuition dollar increases low for our students. The BOT has passed the improvements for Hancock Stadium and the new Dean for the College of Education has been announced. President Bowman believes that performance based funding for universities will be going forward, but it will be small amounts of money. The State is getting ready to sell bonds

and we are hoping monies for the College of Fine Arts will be distributed in the fall. President Bowman anticipates the State will eventually ask the universities to pay more monies toward employee pensions. His position is that the university will not pass that responsibility on to the employees. He would like the AP Council to continue to serve as a sounding board for AP employees, keeping information available to all. Also wants feedback on issues affecting employees – his philosophy is that better information leads to better understanding and less frustration.

Stacy also commented on the Capital Planning and Budget committee meeting where progress on campus projects (Hancock Stadium, Cardinal Court, First floor Hovey, Milner Library, Watterson exterior, and purchase of apartments on Fell) was discussed.

Committee/Representative Reports

- **Academic Senate** —minutes can be accessed at:
<http://apcouncil.illinoisstate.edu/representatives/representation.shtml>
A new representative will need to be selected as Brian Huonker is unable to continue to fill this role for the Council. Please send recommendations to Stacy.
- **Communications** – Alex Skorpinski – Election results were sent by email and posted on the web site, and an email regarding the socials has been sent.
- **Elections** – Anjie Almeda – need to assess voter participation. Outgoing members (Pam, Teri, Rachel, Ryan and Larry) will need to put together the slate for Chair, Vice Chair and Secretary for the next year.
- **Programming** –Nikki Brauer – Brown Bag Luncheon – April 3rd Guest: President Bowman – this session went very well with approximately 20 in attendance. Attendance at socials is also growing, with new people each time.
- **Foundation** – Larry Lyons – minutes can be accessed at:
<http://apcouncil.illinoisstate.edu/representatives/representation.shtml>
- **Scholarship** –Debbie Lamb –committee (Debbie, Rachel, Ron, Dane and Maureen Smith) will meet soon, with email announcement to follow in early of May. Application being updated, will also post on Facebook and the web site. Debbie will contact Beth Snyder to check on available funds.
- **CCC** – Jennifer Frobish – next BOT meeting is May 11th. Student counseling and the CIRT team will be featured at the coffee hour prior to the meeting. Topics for the letter should be sent to Stacy by Monday. Ron suggested a future topic could be the TPA assessment test as Illinois is one of two states linking graduation and teacher certification.
- **HR Liaison** – Derek Story – benefits choice email has been sent to all employees. Books will not be mailed by CMS this year, information is available online. Benefits Choice will begin May 1st, not to go beyond June 30th. Vendor information will be available as it is released at <http://hr.ilstu.edu>. There will be no benefit fairs prior to May 1st, and we are waiting to hear about benefit education seminars. A benefit summary of current choices is being mailed out. HR will link to CMS updates – watch the website for upcoming/updated information. Also please use your ilstu.edu email address for all communications with HR. There is potential for a partial benefit choice in the fall, similar to last year. HR is encouraging employees to wait to make selections for this benefits choice period until more vendors have been selected.

There is legislation in process/proposed to make all higher education employees mandated reporters for sexual abuse and harassment. Derek also mentioned SURS legislation proposals regarding the rehiring of retirees with potential penalties. We have been preparing for this legislation with our current rehire of retirees practices. Electronic versions of AP contracts are being emailed this year in a cost saving opportunity.

- **Awards-** Rachel Calhoun –no report

Business/Discussion Items –

- Summer meeting schedules with a project/subject focus. – tabled to next meeting:
 - Constitution
 - Professional Development
 - Brown Bags
 - Grievance Panel

Adjournment – motion by Nikki Brauer, Second by Rebecca Baker

Next meetings – 1:15-3pm

- May 10th - Spotlight Room
- May 24th – Spotlight Room
- June 14th - Spotlight Room

Socials – 5pm see website/Facebook for specific locations

- Friday, April 27th
- Friday - May 25th.... maybe rescheduled to May 18 or 23 – watch Facebook and web site for details.