

Illinois State University  
**Administrative/Professional Council**  
1:15 – 3:00 pm; Thursday, May 12, 2016  
Spotlight Room, BSC

**AGENDA**

**Present: Ryan Denham, Maureen Roach, Emily Vigneri, Heidi Verticchio, Rachel Caracci, Greg Dillard,  
Stephanie Duquette**

- I. Review of Agenda
- II. Approval of Minutes **no quorum for minute approval**
- III. Chair Remarks – Ron Gifford **Keep all summer meetings on calendar, will cancel if low attendance rate; summer work groups: Awards, Scholarship, Programming late summer; results for elections are in and Ron will contact folks who have been voted in and new members will have a choice to serve on a committee during the summer; new members begin in August.**
- IV. Treasurer’s Report
- V. Committee/Representative Reports
  - a. HR Updates – Melanie Schaafsma **HR sent additional correspondents to campus constituents to get the word out regarding benefit selection time and the possibility of premium increases; if increases do happen, the increase amount will be retroactive back to July 1 and taking out in a lump sum**
  - b. Academic Senate – Nikki Brauer
  - c. Campus Communications Committee – Ryan Denham
  - d. Foundation – Christine Buckner **Fundraising is looking very optimistic and looking to be right on target to goal for FY16**
  - e. Awards – Rachel Caracci
  - f. Elections – Emily Vigneri
  - g. Programming – Stephanie **goal for summer would be to plan a fall 2016 and spring 2017 brown bags, fundraisers, events, socials and what is happening throughout campus**
  - h. Communications—Matt Keegan and Stephanie Duquette **goal would be in the summer would be to review and update newsletter format and build a survey to all APers**
  - i. Scholarship – Ryan Denham **Scholarships are open and the deadline is June 10<sup>th</sup>, please encourage folks to apply**
- VI. New business **How can we get more folks involved; Council thought that having a joint meeting with civil service in order to encourage collaboration between the council and to form a unified message; in the fall we will craft a survey to all APers to see what can they council do for you**
- VII. Adjournment

NOTE: If you cannot attend the meeting, please contact Ron at 8-8298 or [rmgiffo@IllinoisState.edu](mailto:rmgiffo@IllinoisState.edu)

Secret word: SUMMER