

Illinois State University
Administrative / Professional Council

1:15-3:00 pm; Thursday, August 8, 2013
Room 401, Stevenson Building

MINUTES

Council Members present –Nikki Brauer, Ron Gifford, Debbie Lamb, Becky Mentzer, Stacy Ramsey, Melanie Schaafsma, Alex Skorpinski, Beth Snyder, Matthew Murray, Emily Vigneri, Maureen Roach.

Approval of minutes-Minutes from July 25, 2013 approved.

Welcome new members-Ken Fansler, Maureen Roach, Emily Vigneri, Stephanie Duquenne, Hurdlyln Woods, Matthew Murray

Recognition of departing members-Soemer Simmons, Anjie Almeda, Ron Gifford

Chair's Remarks:

- Stephanie Duquenne will fill Emily James' position and Megan Koch from the School of Communication has agreed to serve in our one-year term.
- Stacy thanked the Council for allowing her to serve as the Chair for the past three years.

Officer Election for 2013-2014

- Chair: Alex Skorpinski
- Vice Chair: Debbie Lamb
- Secretary: Beth Snyder

Committee/Representative Reports

- **HR Liaison** –Melanie Schaafsma-
 - Shannon Wasser starts Monday, August 12 as the new AP Employment Consultant.
 - Academic Administration Retreat earlier this week. Human Resources provided an update and information on AP and faculty hiring, rehiring SURS annuitants, and search and waiver for AP's.
 - No new information on raises.
- **Academic Senate** —Soemer Simmons-No Report. The next Academic Senate Meeting is scheduled for August 28, 2013.
- **CCC** –Matthew Murray-Provided CCC letter and minutes from the July BOT meeting.
- **Foundation** – Beth Snyder-No report.
- **Awards**-Beth Snyder-No report.
- **Communications** – Alex Skorpinski-Sending email reminder for Cherry Berry Social on Monday, August 12 from 4-5:30 p.m in the party room.
- **Elections** –Elected Becky Mentzer as Elections Chair.

- **Programming** –Nikki Brauer-No report.
- **Scholarship** –Debbie Lamb –All scholarships are awarded and applied to accounts.

Summer Work Group Reports

- Grievance-Nikki, Chair
- AP Staff Onboarding, Marketing, Communication, and Involvement Campaign-Emily V., Chair
- Job Descriptions for Executive Board, Liaisons, and Representatives, Awards Process, New Council Member Onboarding/Orientation-Beth, Chair
- Programming and Fundraising-Stacey M, Chair

Adjournment – motion by Matthew Murray; seconded by Beth Snyder

Next meetings – 1:15-3pm

August 22, Spotlight Room

September 12, Spotlight Room

Socials –see website/Facebook for specific locations

August 12-Cherry Berry-4-5:30 p.m.

August 29th-Firehouse-5 p.m.