Illinois State University
Administrative / Professional Council

1:15-3:00 pm; Thursday, February 11, 2010
BSC Spotlight Room

MINUTES

Council Members present - Mboka Mwilambwe, Stacy Ramsey, Anjie Almeda, Teri Farr, Debbie Lamb, Erin Pearce, Michelle Schuline, and Alex Skorpinski

Ex-Officio Members present – Rachel Calhoun, Larry Lyons and David Rardin

Guest: Beth Snyder & Christy Harrison to present on Gladly We Give

Approval of minutes – January 28, 2010 minutes tabled for approval until next meeting

Chair’s remarks – Mboka met with President Bowman and discussed the letter signed by all state university Presidents and sent to the Governor and Legislature. The 3% merit raise considered for university employees will not happen as the dollar total would equal approximately $3.5m and the university may need to use the money. A question suggested for discussion included if insurance payments to providers were being withheld due to funding issues in the State of Illinois.

Committee/Representative Reports

- **Elections** – Anjie Almeda – A/P Council elections will be in March. There are 7 current Council members whose term will expire (see website for details) and 6 available positions on the Grievance Panel. Tentative schedule for nominations will be March 5 – 20 with the voting period to be March 24-31. Anjie will ask Kim Hays if she would agree to serve as the election administrator again this year. Nikki and Teri will step in to head the election process as Anjie is up for re-election (if Anjie decides to run for another term)

- **Programming** – Erin Pearce - 3/24 will be next brown bag featuring Dawn Sanner, director of the Student Fitness and Kinesiology/Recreation Center. There were approximately 20 in attendance at the last brown bag

- **Academic Senate** – Ron Gifford – no report

- **Foundation** – Larry Lyons -- next board meeting 2/19/10. The Finance committee will take the request for additional funding of $2000 under consideration, as they need to identify funding options

- **Scholarship** – Debbie Lamb – no report

- **CCC** – David Rardin – CCC meets tomorrow to develop letter, suggested topic was appreciation of good stewardship of finances and transparency to campus from President Bowman. Next coffee hour topic is the SEAT center. Suggestion made was Civic Engagement & Responsibility Minor and to contact Lance Lippert in School of Communication for information

- **HR Liaison** – Melanie Schaafsma – not present

- **Awards** – Rachel Calhoun – no report
Business/Discussion Items

- **Meeting frequency and start time** – *(TABLED UNTIL NEXT MEETING)*
  Discussion of moving the start time from 1:15 to 1pm to better accommodate for class start times for those advising and teaching. Discussion of pro’s and con’s of moving meeting frequency including attendance, timely discussion & approval of campus issues (i.e. master plan approval), approval and distribution of minutes, engagement of sub-committees, and scheduling of guests will become increasingly difficult. Three options were presented, motion to consider for January meeting by Ron Gifford, second by Debbie Lamb:
  - Keep two meetings – cut time back to one hour each
  - Keep one meeting, making the second meeting the choice of the chair if there is no important business on the agenda
  - Move to one meeting per month – from 1pm – 3pm

- **Social** – Friday, 3/26/10 5pm at Medici

**Adjournment** – Mboka adjourned the meeting

**Next meeting** – 3/25/2010 in BSC Spotlight Room
- Upcoming topic for discussion will be proposed parking increases