

Illinois State University
Administrative/Profession Council
1:15 – 3:00 pm; Thursday, October 11, 2012
Spotlight Room: Bone Student Center

MINUTES

Council Members present: Stacy Ramsey, Emily James, Anjie Almeda, Ron Gifford, Stacy Mwilambwe, Tuwana Wingfield, Debbie Lamb

Ex-Officio Members present: Gina Bianchi, Derek Story, Beth Snyder

Guests: Vice President Everts, Vice President Layzell, Vice President Dietz and Vice President Minne

The Council members had the pleasure of visiting with the Vice Presidents about the draft of *Educating Illinois 2013 – 2018: Individualized Attention, Shared Aspirations*. The VP's provided the Council with a summary of the new areas of focus and allowed for questions. They also encouraged staff members to complete the online survey no later than Friday, October 19.

Chair's remarks – Stacy reiterated the importance of attendance at the Council meetings. She thanked the volunteers for passing out candy bags at the Homecoming parade and confirmed we have enough to use at the holiday party in December. Also, we will be donating 30 bags to Students Against Child Abuse, an RSO on campus, to deliver to children at the Baby Fold to use to trick or treat. We had a great fundraiser with Krispy Kreme and raised \$300 for AP Council scholarships. The Civil Service Council is working on a program to gain discounts for ISU employees with business in the town of Normal. The AP Council certainly supports this venture.

Committee Reports

- **Academic Senate** – We are pleased to welcome Tuwana Wingfield (Social Work) as our Academic Senate representative. You can review her report online at <http://apcouncil.illinoisstate.edu/representatives/representation.shtml>
- **Awards** – Working on team excellence process.
- **Campus Communications Committee** – Please provide feedback to Jennifer Frobish next week if you have feedback for the next letter for the BOT.

- **Communications** – Committee met and discussed ideas to reach more people with our newsletter. Also, they are collecting names of people who we'd be interested in profiling in the newsletter.
- **Elections** – Grievance Panel spots filled
- **Foundation** – Review report online at <http://apcouncil.illinoisstate.edu/representatives/representation.shtml>
- **Programming** – No report
- **Scholarship** – The money raised from Krispy Kreme fundraiser was deposited to our account for use towards scholarships.
- **HR Updates** – Salary increases announced by President Bowman and we are on schedule per his announcement. Prudential LTD open enrollment – opportunity for Paper-based open enrollment for this in early November, targeting 11/1 – 11/15 currently. Please approve time in a timely fashion for benefits time as this can affect benefits balances for employees. Provided new hire/new AP report to Stacy.

Business/Discussion Items

- Constitution Review is completed. A revised Constitution as well as all the edits will be sent to the Council members for review. Once approved it is will sent to the entire AP population for a vote.

Adjournment – Motion by Debbie Lamb, Second by Anjie Almeda

Upcoming Meetings : October 25, November 8, December 13

Upcoming Socials: Thursdays, October 25, November 29, December 20