

**Illinois State University  
Administrative / Professional Council**

1:15-3:00 pm; Thursday, October 25, 2012  
Room 412, State Farm Hall of Business

**MINUTES**

**Council Members present** - Anjie Almeda, Nikki Brauer, Debbie Lamb, Stacey Mwilambwe, Julie Prianos, Stacy Ramsey, Soemer Simmons, Alex Skorpinski and Tuwana Wingfield

**Ex-Officio Members present** – Gina Bianchi, Beth Snyder and Derek Story

**Approval of minutes**-Minutes from August 23, 2012, September 27, 2012 and October 11, 2012 were approved, motion by Debbie Lamb, second by Stacey Mwilambwe.

**Chair's Remarks**

- Meeting with President Bowman-During Stacy's meeting with President Bowman on October 16th, she informed him of recent AP Council happenings. This included:
  - The success of the Krispy Kreme fundraiser
  - Our Homecoming involvement
  - New electronic newsletter-President Bowman mentioned he has seen the newsletter and that it looks nice.
  - Board of Trustee Rocky Donahue's visit with the Council
  - The appointment of Tuwana Wingfield as our new Academic Senate representative
  - New Council member Julie Prianos replacing Dane Ward
  - Initiatives for discounts in collaboration with Uptown Normal businesses
  - Upcoming Brown Bags

Stacy also thanked President Bowman on behalf of the Council for dinner at the University Residence and for our upcoming raises. President Bowman had the following updates for the Council:

- The paperwork has been released to get the ball rolling on the Fine Arts Complex renovations. This means the project is one step closer to being started although no money has been released yet.
- The University has not received any payments from the State for FY13. However, all but 9.9 million has been received for FY12. Overall, President Bowman feels that the State's financial picture does look a little bit better.
- President Bowman did not feel anything big would happen with pensions until January. Although there is an item on the November ballot that would have negative consequences if passed regarding the number of votes needed to make changes.
- ISU has closed on the Weaver's property and has allowed them two years to find an alternate location and move. Currently, the University plans to utilize the space for parking once it is available.

- A construction camera has been placed at Hancock so that those interested can watch the construction process.
- On behalf of Stacy, Nikki Brauer reminded members to arrange to have their pictures taken for the AP Council website.

### Committee/Representative Reports

- **Academic Senate** —Tuwana Wingfield
  - Erin Minne and Jill Jones spoke about Advancement
  - Dr. Jonathan Rosenthal relayed that ISU has a persistence rate of 82.3%.
  - The SGA reported they had two openings left to fill. Students were encouraged to watch the presidential debates.
  - President Bowman congratulated the Admissions Office for the its diverse pool of applicants. He debunked a rumor concerning the closure of state academic facilities.
  - Provost Everts reported that there are several job openings available and that searches will be conducted.
  - Dr. Daniel Layzell reported that ISU had received 90% of its FY12 appropriation. The Educating Illinois will be meeting to review community and campus feedback. Dr. Layzell also reported that the Hancock and Hovey projects were going well and mentioned employees will be presented with the option of acquiring long term disability in November.
  - October 26, 2013 has been set as Family Weekend for next year. Bill Cosby has been scheduled to appear during the weekend.

Minutes can be accessed at:

<http://apcouncil.illinoisstate.edu/representatives/representation.shtml>

- **Awards**-Beth Snyder-no report
- **CCC** – Jennifer Frobish – The Board of Trustees meeting will be tomorrow. Nikki passed around a copy of the letter that will be read to the Board.
- **Communications** – Alex Skorpinski- The electronic newsletter has gone out. People think it looks nice and seem to especially like the Profile section. The question was asked if Alex and the committee needed more information for that section. Alex reported that he already has some written and that he should have enough for several more editions.
- **Elections** – Anjie Almeda – no report
- **Foundation** – Gina Bianchi – no report
- **Programming** –Nikki Brauer – The Holiday Party will be held on Sunday, December 9<sup>th</sup> from 2pm-4pm. Those attending will need to bring their staff id as it will be swiped. Electronic registration will begin sometime in November. We will need volunteers to help with the bounce houses and in other areas of the event. Nikki has arranged for a dance team to volunteer in the coat check area. Tuwana mentioned she may be able to get volunteers and will let Nikki know. Stacey, Nikki and Soemer volunteered to help as needed. A sign-up sheet will passed around once we know specifically how many volunteers we will need and where they will be needed. Gina suggested we contact the

Reggie Kids Club for games. After discussion, it was decided to hold off on this year due to space limitations. It was suggested at the Holiday Party Committee meeting that an additional bounce house be added due to demand. The AP Council usually covers the cost of the bounce houses for this event. The Civil Service Council may split the cost for the additional bounce house. It was suggested the AP Council spend up to \$530 for bounce houses. Motion by Stacey Mwilambwe; second by Tuwana Wingfield. Motion approved.

- **Scholarship** –Debbie Lamb – no report
- **HR Liaison** – Derek Story
  - There will be an open enrollment period for optional long term disability only beginning November 1<sup>st</sup> and running through November 15<sup>th</sup>. For more information on their specific situations, employees should contact their benefits counselor
  - Derek reminded everyone to complete their mandatory reporter and ethics training.

### **Business/Discussion Items**

- Constitution Voting- Alex has the ballot built. He asked for clarification from the Council on who was eligible to vote and when voting should take place. After discussion it was decided that all AP employees that hold 50% employment are eligible to vote. Voting will take place November 7<sup>th</sup>-14<sup>th</sup>. An email will go out to eligible employees on November 7<sup>th</sup> and a reminder email will go out on Monday, November 12<sup>th</sup>. Derek will give Alex a list of all eligible employees.
- Brown Bags
  - University Housing presentation-Jose and Robert from University Housing will be creating a presentation for our Brown Bag series on student identities and diversity. The presentation will focus on how students identify themselves and in turn, how this impacts how they experience ISU. Stacey will ask Jose and Robert to write an abstract that can be shared with the Council. Nikki asked Stacey to let her know when the gentlemen had the presentation ready so Nikki could announce the date and save the room. It was suggested that once this session is scheduled we announce it to other listservs as the topic may be of interest across campus.
  - Nikki will research other suggested Brown Bag topics:
    - Transgender students
    - CTLT
    - QPR training on campus
    - Mandated Reporter-It was suggested including the Counseling Center. Another suggestion was to have Aaron Woodruff from University Police and Alice from Legal present.
    - Rec/Health & Wellness-Nikki suggested we do this in the spring as she will have survey results to present from the State of Your Health employee survey
    - Investment seminar-Cathy Hempstead in Human Resources has been leading sessions.

**Adjournment** – motion by Alex Skorpinski, second by Soemer Simmons

**Next meetings – 1:15-3pm**

- November 8<sup>th</sup>-Spotlight Room, Bone Student Center
- December 13<sup>th</sup> - Spotlight Room, Bone Student Center

**Socials – 5pm see website/Facebook for specific locations**

- November 29th
- December 20th