

Illinois State University  
**Administrative/Professional Council**

1:15 – 3:00 pm; Thursday, March 26, 2015

Spotlight Room, Bone Student Center

**Present:** Alex Skorpinski, Ron Gifford, Greg Diller, Maureen Roach, Jamie Wood, Ken Fansler, Nikki Brauer, Melanie Schaafsma, Matthew Murray

**AGENDA**

- I. Review of Agenda
- II. Approval of Minutes from February 26 (No quorum present)
- III. Chair Remarks – Alex Skorpinski
  - a. Meeting with the President
    - i. President Dietz talked with legislators and staffers for a couple of days in Springfield, in which they offered some productive tips on how to frame positions for campus.
    - ii. No update on Bill 403 and the bill to privatize state universities will not even be brought to the floor.
    - iii. Other miscellaneous topics discussed were the Academic Senate's Policy on Policies, as well as the LEAP forward project.
  - b. Mass emails to the Listservs
    - i. Vidette Survey- sent out to the AP listserv, but some of the questions were inappropriate for faculty and staff to be answering.
    - ii. Horticulture Announcement was sent out 2 days after the response deadline in the email.
    - iii. Jamie Wood asked about the possibility of an intranet, which the idea has been introduced before, but due to staffing constraints and unclearly defined responsibilities, it does not look likely.
  - c. Call for Volunteers to attend the Capital Budget Planning Meeting at Ewing Cultural Center
    - i. Nikki Brauer volunteered if none of the absent members were interested
    - ii. Alex Skorpinski will email the Council for interest
- IV. Committee/Representative Reports
  - a. HR Updates – Melanie Schaafsma
    - i. iPeople upgrade was delayed, but is on target for April release
    - ii. Search for the Vice President of Advancement will close April 4th/5th. The hope is to bring candidates to campus by the week of finals.
    - iii. Search Committee Adjustments- trainings will be very consistent in format.
    - iv. Emails to supervisors encouraging them to complete performance evaluations will be sent out in the coming weeks
    - v. Clarification on Hiring Restrictions
      1. Approval of President and Provost for FTE
      2. Employees that are 50-99% will be reviewed by the Provost
      3. Less the 50% has blanket approval
    - vi. Diversity Specific Recruitment Efforts- establishing a database to help with previous efforts
    - vii. April 15th will be a grant-writing workshop which focuses on hiring under a grant
    - viii. NTTs ratified a contract and HR will begin talking to departments to discuss the terms and ramifications.
  - b. Academic Senate – Nikki Brauer
  - c. Campus Communications Committee – Matthew Murray- No Report
  - d. Foundation – Beth Snyder- No Report
  - e. Awards – Rachel Caracci-No Report
  - f. Elections – Emily Vigneri-Post Card will be sent out soon
  - g. Programming – Stacey Mwilambwe-No Report

- h. Communications—Matt Keegan and Stephanie Duquette-Just sent out a welcoming email to the list of new AP hires.
- i. Scholarship – Ron Gifford-No Report

V. Adjournment

NOTE: If you cannot attend the meeting, please contact Alex at 8-7108 or [ajskorp@ilstu.edu](mailto:ajskorp@ilstu.edu).