

Illinois State University
Administrative / Professional Council

1:15-3:00 pm; Thursday, April 10, 2008
Spotlight Room

MINUTES

Council Members present - Mboka Mwilambwe, Mindy Mangialardi, Nikki Brauer, Pam Cooper, Becky Mentzer, Michelle Schuline, Melissa Moody, Maureen Smith, Teri Farr, Erin Pearce and Alex Skorpinski

Ex-Officio Members present –Stacy Ramsey, Rachel Calhoun, Larry Lyons, and Ron Gifford

Approval of minutes – March 27, 2008 minutes were approved with corrections -Motion made by Mindy Mangialardi, second by Pam Cooper.

Chair’s remarks – Mboka Mwilambwe

Mboka shared with the Council members his appreciation for Alex, Mindy and Len for their work in preparation for the COB Dean Search and sending out the call for an A/P staff representative on the search committee. Acting Provost Jan Murphy and President Bowman are working on a timeline for the search. Mboka also shared that elections will now use a ranking system in order of preference, allowing for breaking a tie if needed. A/P Council elections are now complete and Mboka has contacted the newly elected members. Those not elected did express their interest in other positions on the Council.

Committee/Representative Reports

- **Elections** – Mindy noted that she will document the election process for reference. Teri Far will chair the process next year. Voter turnout was approximately 20% of the A/P employee population. Concerns noted were of timing with Unit 5 spring break and additional electronic reminders.
- **Foundation** – Larry Lyons – No report (next meeting May '08)
- **Scholarship** – Stacy Ramsey for Debbie Lamb –Committee will meet soon (Michelle, Rachel, Maureen, Debbie). The scholarship needs to be posted in May for the fall; some interest has already been expressed by A/P employees for applications.
- **CCC** – Stacy Ramsey – the May packet will have info for the next board meeting “retention of students of color” is the next CCC coffee hour topic
- **Academic Senate** –see attached report
- **HR Liaison** – no report
- **Constitution** – Stacy Ramsey - Committee will meet in May
- **Awards**- no report

- **Brown Bag** – Nikki Brauer – 4/22 in SSB. Aaron Woodruff will present the ‘active shooter scenario’

Business/Discussion Items:

- **Mentoring network** – Erin Pearce worked to develop a draft survey which with Alex’s help could be sent to A/P employees to explore the idea of a mentoring network. Comments from council members included if the purpose was social or professional development, survey could help with retention of staff – finding out what is missing at Illinois State University. Erin will update with suggestions and email to council members for approval.

- **Appointments for vacancies** –
 1. **3 needed for Grievance Panel**
 2. **1 needed for CCC**
 1. Council members agreed that those who were nominated, but didn’t win should be the pool these are offered to first

- **Adjournment** – Motion for adjournment by Michelle Schuline and seconded by Nikki Brauer. **Next meeting 4/24/08 in 314 SSB**