

ILLINOIS STATE UNIVERSITY
Administrative/Professional Council Meeting
June 9, 2005
Spotlight Room, Bone Student Center

Members present: **Council members present:** Mike Baum, Kim Hays, Gail Lamb, Mindy Mangialardi, Sally Pyne, Jess Ray

Ex-officio members present: Kaye Johnson, Mboka Mwilambwe

Council Chair, Mindy Mangialardi, called the meeting to order at 1:26 p.m.

Approval of minutes

The Council approved the minutes of the May 26 meeting, as submitted. Minutes of meetings are available on the Council Web site, <http://www.apcouncil.ilstu.edu/>.

Chair's Remarks – Mindy Mangialardi

It was announced that Dean Diane Ashby has been appointed interim Vice President for University Advancement for the next two years.

HR Liaison Remarks – Kaye Johnson

- The Council was reminded that it is the end of the fiscal year and any expenditures would need to be made soon.
- It was requested that Human Resources receive an official notice of the results of the Grievance Committee election.
- Human Resources will provide a demonstration of PeopleAdmin, the online recruitment, application and employment process tool, at the July 14 A/P Council meeting.
- Per the request of the council salary ranges will be posted with position applications in the PeopleAdmin process.
- At the request of the council Human Resources will continue to look into additional ways to inform applicants of how their social security benefits could be impacted by employment at Illinois State University.
- Data has been collected on how A/P positions have been impacted by the hiring freeze. A report will be presented at the July 14 A/P Council meeting.
- Data on salary compression has been collected and will be presented as a report at the July 14 A/P Council meeting.
- Work is still going forward on reappointment letters. Contract renewals should be coming out soon.

Committee Reports

PeopleAdmin – Sally Pyne, Jess Ray

The steering committee recently met and the implementation team provided a presentation on progress so far and how the system works.

New Business

Review of the Brown Bag Program. – Mindy Mangilardi

Elaine Graybill, Kim Hays, and Steve Klay were thanked by the Council for their work on this program. The council reviewed the program and concluded that it provided an excellent opportunity to hear the concerns of constituents and to provide additional communication with campus leaders. Members also felt that the program was successful and good way to serve constituents. Discussion took place on how to improve the program in the future.

Review and discussion of the Council's 2004-05 accomplishments – Mindy Mangilardi

Accomplishments identified by council members were -

- President Bowman's participation in the Welcome to A/P Council program.
- The development of a training session/orientation for new A/P Council members
- The revision of the A/P Council constitution and the clarification on the roles of the council and members
- The continuation of a member of A/P on the Academic Senate
- Work on making it policy to have A/P representation on position searches at the Vice President and Dean levels
- Brown Bag Program that provided A/P members with opportunities to hear and speak with campus leaders
- The Council impact on the discussion of student fees before the vote by the Board of Trustees
- Continuation of regular meetings between the A/P Council Chair and the President to discuss issues related to A/P staff
- Work with Human Resources on issues that affect A/P staff and employment
- The Council continued its work and strengthened its position as the advisory body on matters of institutional policy that impact A/P constituents

Items in American Democracy Project Materials for Campus Audit – Jess Ray

Discussion took place regarding two recommendations made by the American Democracy Project's Institutional Intentionality Subcommittee. Those recommendations are: 1) ["Faculty and Staff participation in civic activities should be valued and credited through evaluation processes, tenure processes, awards processes, and media promotions," and 2) "ISU employee benefits (faculty, A/P, & Civil Service) should reflect a value for civic engagement through the support of time off w/pay for X hours or X days of civic engagement/community service."

Cancellation of June 23, 2005 meeting – Mindy Mangialardi

The council discussed and agreed on the cancellation of the meeting due to summer schedule.

Adjournment

The Council adjourned at 2:55 p.m. Moved and seconded by Mike Baum and Mboka Mwilambwe.

Respectfully submitted,
Jess Ray, Acting Secretary

Future 2005 Meetings

June 23	Cancelled
July 14	Spotlight Room
July 28	SSB 314
August 11	Spotlight Room
August 25	Spotlight Room
September 8	Spotlight Room
September 22	Spotlight Room
October 13	Spotlight Room
October 27	Spotlight Room
November 17	Spotlight Room
December 15	Spotlight Room