

ADMINISTRATIVE/PROFESSIONAL STAFF COUNCIL
2013-2014 Meeting Minutes
May 21, 2014

1. The meeting was called to order at 1:00 p.m. by the Chair, Kathy Jones. Visitors and guests were welcomed.

2. **Roll Call**

Members Present: Todd Bryson, Don Castle, Angela Cummings-Hunter, Jon Geiger, Jill Gobert, Kathy Jones, Don Patton, Charlotte Sarao, Rod Sievers, Matt Sronkoski, Valerie Brooks Wallin

Members Absent: Jeannie Killian (Jason Hartz Proxy), Colleen Kuczynski (Jon Geiger Proxy)

Visitors and Guests: Wayne Glass, Shane Bennett, Matt Taitt

3. **Minutes**

Motion to approve the minutes of the Council meeting on April 16, 2014, was made by Charlotte Sarao and seconded by Jon Geiger, *minutes approved as presented.*

4. **Adoption of Meeting Agenda:**

Don Patton made a motion to accept the agenda, and Valerie Brooks Wallin seconded. *Motion carried.*

5. **Reports**

5.1 Chair

K. Jones reported the Constituency Heads had not met.

5.2 Board of Trustees

K. Jones announced she attended the Board of Trustees Meeting on May 8th in Edwardsville. The agenda for the May meeting consisted primarily of approval of fees for both campuses and was the first Trustees meeting for President Randy Dunn. The fees were approved with the exception of the Athletic Fee and the fee for the DE. During the public comment part of the meeting, representatives from the DE spoke about the research that had been done on the DE business plan already, which is where the proposal for the \$9 media fee came from, so they were very disappointed in the Board's action. Subsequently, it has since been reported that School Officials and area legislators have signed an agreement vowing to accept the research the DE had already done on the efficiencies that could be achieved and to put forward the fee for the July Board meeting. The matters involving the marketing plans for both campuses were deferred for presidential review. Approval was given for the basement of Trueblood to be renovated to house the Department of Public Safety. Next BOT meeting will be July 24th in Springfield. Full report attached. ([attachment A](#))

5.3 Human Resources (HR)

T. Bennett could not attend the meeting but wanted to remind everyone it's Benefit Choice period right now and if folks have been thinking about making changes to their insurance, flexible spending, etc., now is the time. This open enrollment period closes on June 2. T. Bennett also thought she might get some questions about the postponement of the implementation of changes to SURS. It is Tracy's understanding that if an individual is interested in rescinding their retirement, they first need to talk to SURS and see if it's a possibility. If it is, they then need to talk with their department who will have to take the request up through the administrative channels for approval. If there are more specific questions, let Tracy know and she'll find the answers.

5.4 **Representatives to University Committees**

No reports.

5.5 Standing Committees

5.5a Committee on Committees – *Charlotte Sarao*

C. Sarao reported that there are currently 3 dean searches going on and there has not been a request for AP representation on those committees. This might be forthcoming but new chair may need to generate something. The searches are Dean of Liberal Arts, Dean of Business and the Dean of Graduate School. C. Sarao gave the Committee on Committee's final report which is attached. (attachment B)

5.5c Constituency Relations – *Rod Sievers*

R. Sievers gave his final report for the Constituency Relations committee. (attachment C)

5.5d Staff Benefits/Staff Welfare – *Don Castle*

The committee report is attached. (attachment D)

5.5e Operating Paper – *Kathy Jones*

K. Jones handed out a copy of the operating paper (copy attached) (attachment E) with the amendments that have been talked about in previous meetings. The committee has done a fair amount of work this year with increasing the number of sectors for better representation being a big priority. K. Jones went over all the amendments with the council. The new ratio would be 1:30 instead of 1:50. The committee is also suggesting the Staff Benefit and Welfare committee be split into two different committees again. There is so much work for the committee that it would benefit the council to split them into two. C. Sarao asked how the new committee would be filled. K. Jones remarked that there could be more appointed to the Staff Benefits and Welfare, then the number could be split between the two committees after the operating papers are updated.

6. **Old Business**

There was no old business.

7. **New Business**

K. Jones presented the outgoing council members with certificates and thanked them for their service. Those leaving the council include Don Castle served 8 years, Valerie Brooks Wallin served 3 years, and Jon Geiger served 8 years.

8. **Announcements**

Happy Hour will be at Pinch Penny Pub at 4:30 p.m. on Tuesday, June 3rd. All AP Staff are welcome to attend, bring a friend, family or just come for the conversation.

9. **Adjournment**

Motion was made by C. Sarao to adjourn and seconded by R. Sievers. Meeting was adjourned at 1:43 p.m.