



Members Present: Kate Boutilier, Nikki Brauer, Shannon Darling, Amke De Boes, Jeff Helms, Derek O'Connell, Melissa Ramirez-Osorio, Mike Regilio, Marci Rockey, Derek Story, Katy Strzepek, Mandy Webster

Members Excused: Amy Secretan, Heidi Verticchio, Kate Weiser, Kara Snyder, Wilma Bates

Guests Present: Andy Newton, Redbird Athletics

Speakers:

Chris Roberts & Angela Engel, PRPA; and Charley Edamala, CIO, University Strategic Planning Process (1:15 – 1:45 p.m.)
Janice Bonneville and Kelly Walker, Human Resources, Benefits and Policy Changes (2:30 p.m.)

1) Approval of Agenda

A motion to approve the agenda was made by Shannon Darling, seconded by Amke De Boes. The agenda was unanimously approved.

2) Approval of Minutes

A motion to approve amended minutes was made by Nikki Brauer seconded by Derek O'Connell. The minutes were unanimously approved.

3) New business (Guest Speakers)

- **University Strategic Planning Process (Chris Roberts & Angela Engel, PRPA; Charley Edamala, CIO)**
 - Charley facilitated discussion about a draft of the university's next strategic plan.
- **Agenda items for AP and CS Chairs Meeting with President Tarhule (standing item)**
 - No items suggested.
- **Benefits and Policy Changes (Janice Bonneville and Kelly Walker, Human Resources)**
 - **PLFAW Act** and Draft Policy on Personal Plus Leave - HR is putting forth a policy on Personal Plus Leave that would apply to qualifying employee groups at Illinois State University. This will apply to AP and will allow up to 40 hours of leave aside from other payable benefits. More information on the final policy, guidelines, training, and where to find this will be forthcoming, as we anticipate the benefit will start in January 2024.
 - **Other new policies** - Updates to VESSA and Child Bereavement legislation will call for additional policy changes that currently cover those situations. Again, policy drafts forthcoming to governing bodies as appropriate.

4) Old business (2023-2024 List)

Brainstorming Topics List (On-going)

- Staff compensation/salary (salary compression, equity, and counteroffers)
- Review of Master Plan
- Pedestrian safety
- Town/Gown assessment
- Faculty/staff release time policy for civic engagement
- Connected issues relating to visibility, communication, programming
- Develop systemic process for programming events
- Advanced planning and sharing of ideas across divisions for flexible work in summer months
- Staff Survey results
- AP/CS Council Merger

5) Chair Remarks – Mike Regilio for Amy Secretan

Met with President Tarhule recently and discussed mood on campus. Consensus that faculty, staff, and students are tired physically and emotionally. There is a small group researching what it would take to create a fall break. ISU used to have something like this many years ago in late October. There was a trade-off and, as a result, classes took place Monday through Wednesday of Thanksgiving. President Tarhule would like to see a Thursday and Friday off sometime around midterms. More research needed, especially for years when election day is a university holiday, as there is potential to disrupt classes with Tuesday/Thursday meeting times.

Negotiations with graduate assistants ongoing. Outside negotiators doing their best to come to an agreement.

Discussed faculty union. Change may be slow to come. Example: EIU, faculty voted to unionize and several years later.

Thank you to those that attended the town hall information sessions. Amy wants to clarify with Council:

- 1) How do we want to proceed?
- 2) What should we do with feedback we received?
- 3) Do we link to the proposal along with the survey?
- 4) Do we want to call for an AP vote?

Derek O. noted information in the staff-wide email from November 1 pertaining to the electronic feedback form and mechanism for receiving comments, thoughts, and feedback. Council should confirm how much information we should include. At minimum, include a brief bullet point list, but may want to include more extensive documentation. May not need to include PowerPoint – this may be more specific than we want to be and it is also an older document. Look more at big picture information – purpose of council, representation of AP and CS staff on council, etc.

Concern about voting is that, if we receive low engagement, what do we take the survey data to indicate? Hard to call it representative. Will want to discuss at our next Council meeting on December 14 how we want to go about a vote – if we want to do it and how. Should we send the survey? Do we have a definite sense of what we want to send with it?

Discussed potentially adding survey questions, but it was noted the survey has been finalized and was accessible at town halls as QR code.

Will also want to be mindful of timeline, particularly with Academic Senate. We have already put this on pause. Jeff clarified that the merger proposal has been presented to Senate but was paused at committee level. Committee is looking at bylaws and constitution changes. Things that are not paused in committee will be reviewed no later than February 2024. Recalled from previous conversation with Chairperson Horst that we were hoping to get responses back or a sense of direction by January 2024 to allow time for review & discussion at committee level. While we can wait until our December 14 Council meeting to discuss, we will need to act quickly. If it does not get reviewed by that time, it can still be done in next Academic Senate year.

Discussion about survey item. It has been finalized, but confusion about why it hasn't yet been sent to staff. The survey was not done by the time of the staff-wide email on November 1, but there has not been another staff communication since. Not sure of expected timeline. Impression was that it would be sent out more broadly during or immediately after the town hall sessions.

Mike will bring this topic to Executive Board for discussion at their meeting next week. Council will discuss at their December 14 meeting. Hopeful to get survey out sooner so we have feedback/data to review at this meeting. This will help us determine how we want to move forward, what we would like to do in terms of voting. January 2024, ideally, is when the vote would need to happen in order to keep us on track with Senate.

Questions from Amy for us to consider:

- 1) How do we want to proceed?
- 2) What do we do with the feedback we have received?

- 3) Suggestion – once survey closes, then merger working group puts that data together and shares with the rest of AP Council for their review.
- 4) Question – should we hold another meeting with CS Council to discuss the survey results and any additional feedback we have received? Is feedback still coming in? Mike will pass this along to Amy. She meets regularly with Quanisha, CS Council.
- 5) Once survey closes, what we do with it depends on number of responses. If we get very few, there's not much we can say about it besides internally. If we get more responses, we will be able to see more and identify and link patterns. Mike suggested we take this one step at a time. Council approved.

We do want to send out a survey to staff. We will not want a separate survey for AP versus CS. Sending out a survey is our due diligence. Derek O. will connect with Amy via Teams to discuss.

Is a vote required? The sense throughout was that it was assumed there would be a vote of all staff. Will want to look at survey results and determine level of engagement. Mike will review our Constitution to clarify if a vote is required. The ISU Constitution does not appear to require one, but when it comes to the Constitutions for each respective Council, it may depend on whether we count this merger as a Constitutional change. We do want a vote.

It was noted that we should remove the word "rank" from one of the documents at the town hall information sessions. The PowerPoint accurately notes "50% appointment". The staff-wide email will include the document versions.

6) Treasurer's Report – Heidi Verticchio (Teams)

\$2000 balance. However, we've submitted a bill for \$58.20 for donuts for AP Social event.

7) Human Resources Report – Derek Story (see New Business from Janice and Kelly)

8) Representative Reports

- **Awards – Wilma Bates (email)**
Nominations are open. Reminders are being sent out campus wide. Encouraging colleagues to nominate prior to deadline of 11/10.
- **Academic Senate – Jeff Helms**
See attached notes from Jeff.
- **Campus Communications Committee – Melissa Ramirez-Osorio – No Report**
- **Foundation – Heidi Verticchio – No Report**
- **ISU Annuitants Association – Nikki Brauer**
Met November 8. Talking about there are some speakers on retirement they might want to bring to campus. Ongoing conversation about promoting ISUAA and what it does. Discussing inviting Dr. Rose Marshack to speak at their December meeting and inviting campus to attend. Details are forthcoming. They continue to talk about issues with mailing things out. Be looking for session coming up called the Constitution Comment, group in Chicago that pushing to get Constitution Comment session that could change state Constitution, which would impact retirements, and how those work through SURS. State University Annuitants association in October, the president of that association is retiring, talked about the plan to move forward to hire someone new. Interviews are underway. They had a lot of questions about our merger – why, how, history/context.

9) Committee Reports

- **Elections – Marci Rockey – No Report**
- **Programming – Katy Strzepak and Kara Snyder – No Report**
- **Communication – Kara Snyder – No Report**
- **Scholarship – Derek O'Connell – No Report**

- **Parking Advisory** – Mike Regilio
Committee met 11/7. See Teams for Mike's notes and official notes. Cara Boester, AP representative, was elected committee chair. More information about committee can be found at [About Us | Office of Parking and Transportation | Illinois State](#) or [External Committees with Representation Through the A/P Council | Administrative Professional Council | Illinois State](#).
- **Equity, Diversity, and Inclusion Initiatives** – Amy Secretan
Great discussion from the last presentation with Doris Houston! We will plan to ask Dr. Houston back once she has the staff survey results ready for presentation. Also, the next scheduled EDI Leader's Circle event has been postponed (was originally scheduled for Nov 14), will share more details once we know them.

10) University Updates

11) Adjournment

A motion to adjourn the meeting was made by Melissa Ramirez-Osorio, seconded by Nikki Brauer. The motion was unanimously approved.

Next Meeting: **Thursday, December 14, 2023 / Zoom or STV 140

*****This will be our final meeting of the semester. Happy Holidays!***